



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

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

Justice Administration

Tallahassee, Florida

October 15, 2014

Cynthia Kelly, 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

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of 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 2015-2016 Fiscal Year. This submission has been approved by me as Executive Director for the Justice Administrative Commission on behalf of all agencies within the Department.

Sincerely,

*Alton L. Colvin, Jr.*

Alton L. "Rip" Colvin, Jr.

Executive Director

Enclosure

**COMMISSIONERS**

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

WILLIAM "BILL" EDDINS  
STATE ATTORNEY



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

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

September 8, 2014

Cynthia Kelly, 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

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

FY 2015-2016 LEGISLATIVE BUDGET REQUEST

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Office of State Attorney, First 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 2015-16 Fiscal Year. This submission has been approved by William Eddins, State Attorney.

Sincerely,

A handwritten signature in blue ink, appearing to read "William Eddins".

William Eddins  
State Attorney

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

Polk, Highlands, and Hardee Counties

*Main Office*

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



*Lakeland Branch Office*

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

*Winter Haven Branch Office*

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

FY 2015-2016 LEGISLATIVE BUDGET REQUEST

October 15, 2014

Cynthia Kelly, 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

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the 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 2015-2016 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

Enclosure



# 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 2015-2016 October 15, 2014

Cynthia Kelly, 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


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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the 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 2015-16 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

## FY 2015-2016 LEGISLATIVE BUDGET REQUEST

Justice Administrative Commission  
Tallahassee, FL

October 15, 2013

Cynthia Kelly, 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

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the 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 2015-16 Fiscal Year. This submission has been approved by W. E. Donahoe, Executive Director.

A handwritten signature in blue ink, appearing to read "W. E. Donahoe", with a long horizontal line extending to the right.

W. E. Donahoe  
Executive Director



# OFFICE OF THE STATE ATTORNEY

FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY

**DAVE ARONBERG**  
STATE ATTORNEY



Justice Administration  
Tallahassee, Florida

October 15, 2014

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

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

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the 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 2015-16 Fiscal Year.

Sincerely,

A handwritten signature in black 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)

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 8, 2014

Cynthia Kelly, 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

Cindy Kynoch, Staff Director  
Senate Committee on Appropriations  
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 2015-16 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,

  
Raymond E. Rhodes  
Executive Director

Office of  
**M. Blair Payne**  
**Public Defender**  
**Third Judicial Circuit of Florida**  
Serving Columbia, Dixie, Hamilton, Lafayette, Madison, Suwannee, Taylor

October 9, 2014

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST**

Cynthia Kelly, 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

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Office of Public Defender, Third 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 2015-16 Fiscal Year. This submission has been approved by M. Blair Payne, Public Defender, Third Judicial Circuit.



Gordon Summers,

Administrative Director





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

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST**  
**Public Defender, Sixth Judicial Circuit**

September 8, 2014

Cynthia Kelly, 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

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the 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 2015-2016 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



**FY 2015-16**  
**Legislative Budget Request**

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

**Justice Administration**

**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 2015-2016**

**SCHEDULE VII: Agency Litigation Inventory**

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:	Michael Brannon is a vendor this office has 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		

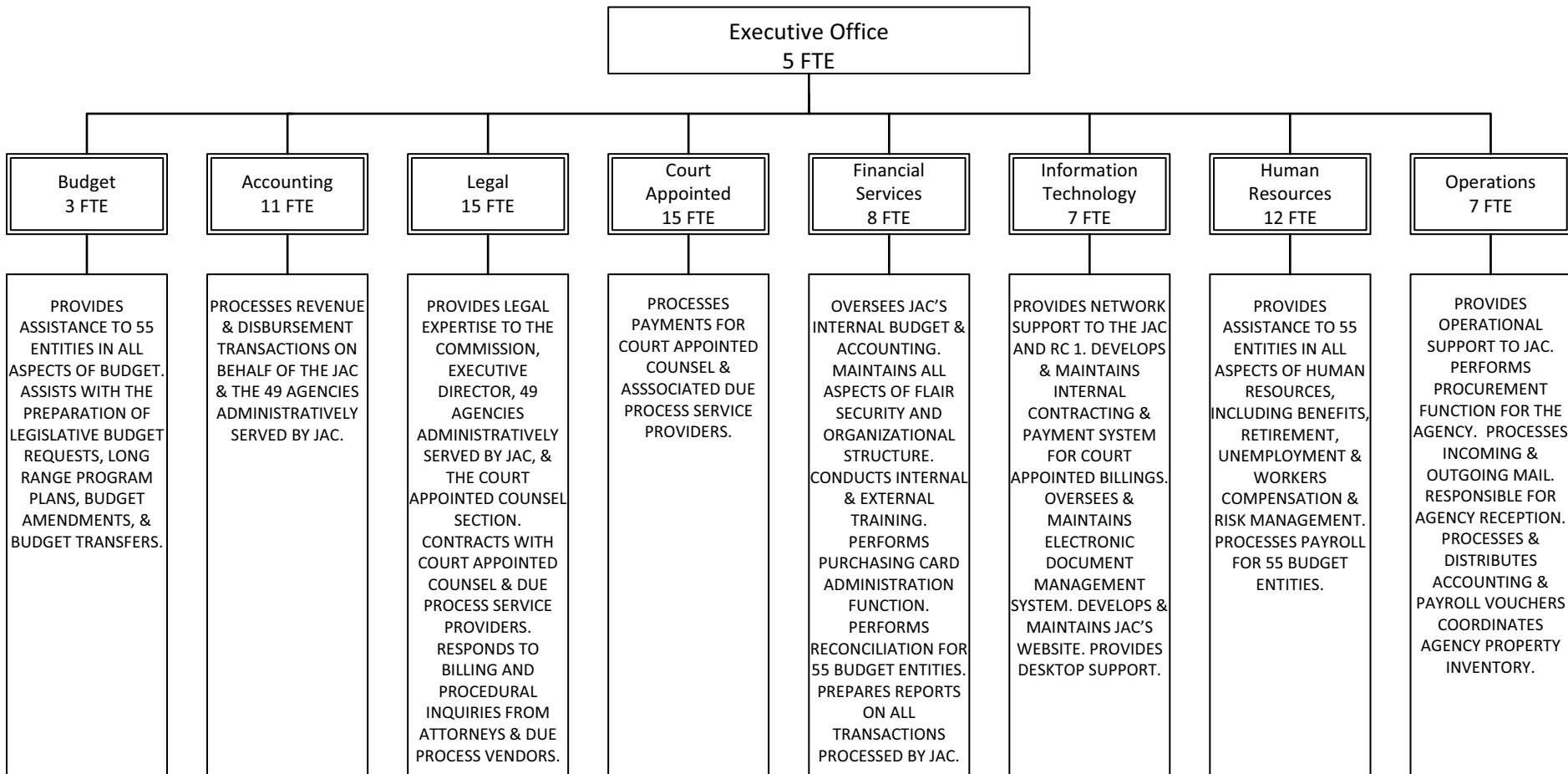
# JUSTICE ADMINISTRATIVE COMMISSION

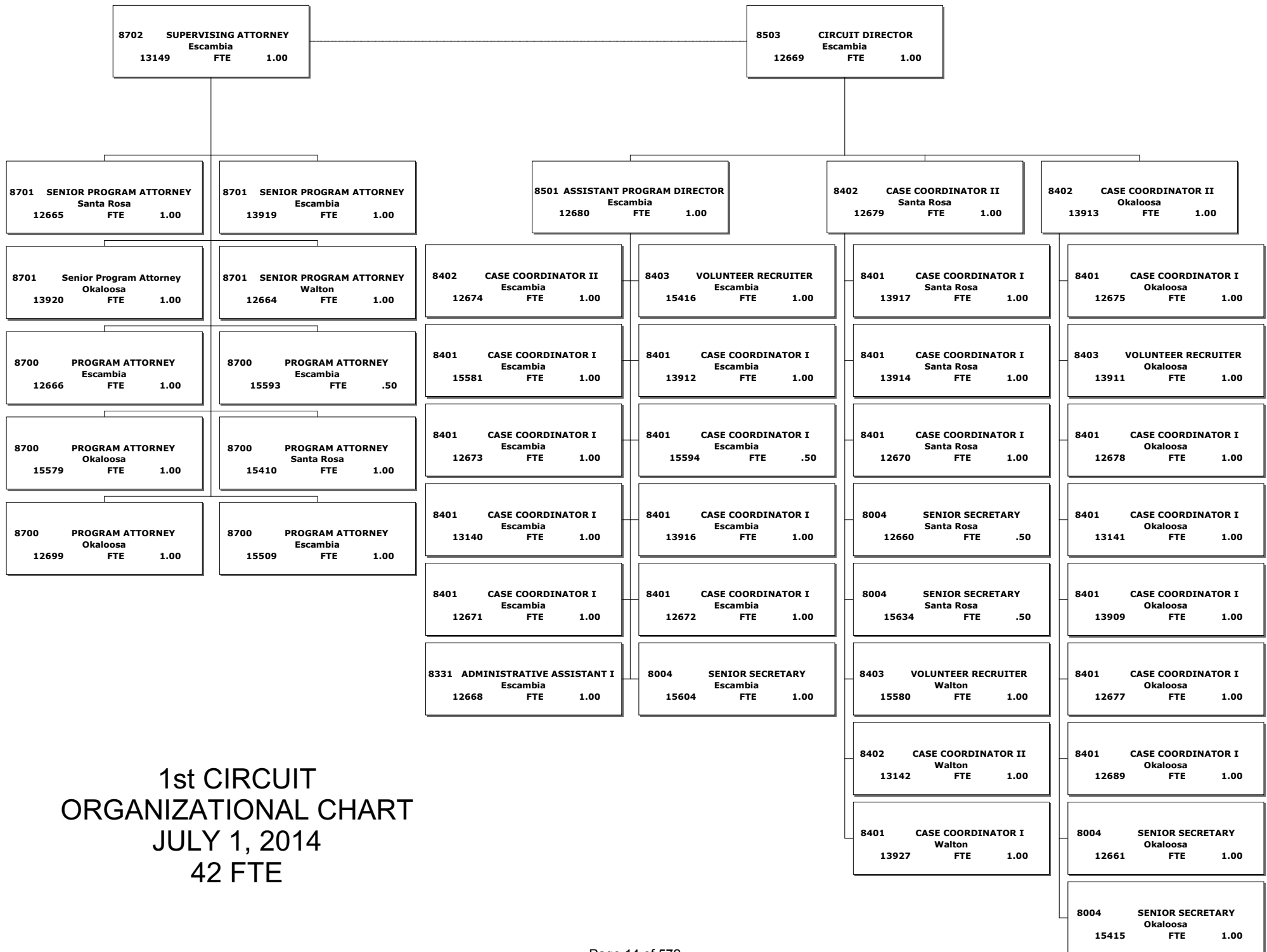
JULY 2014

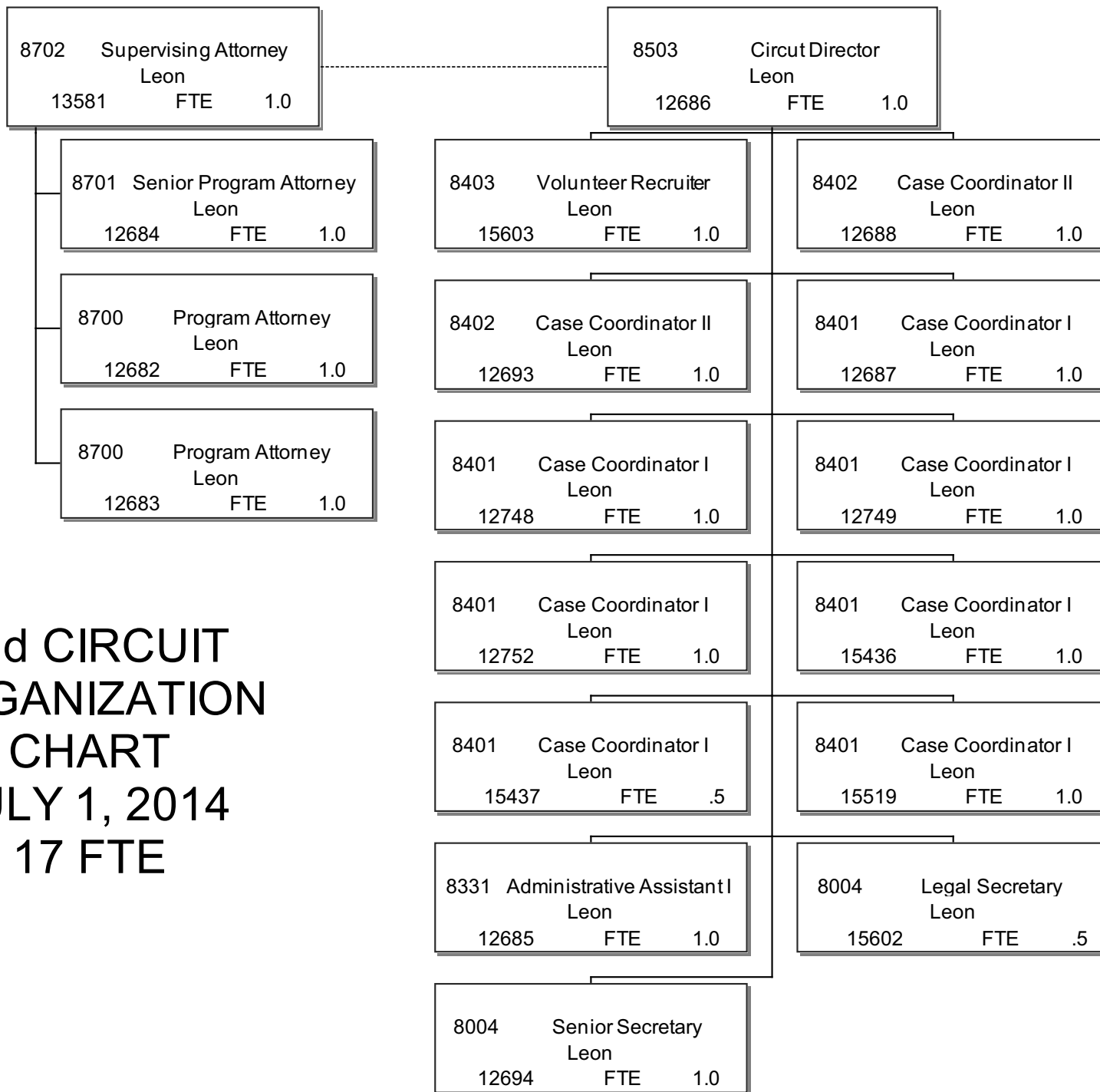
## COMMISSIONERS

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 83 FTE.

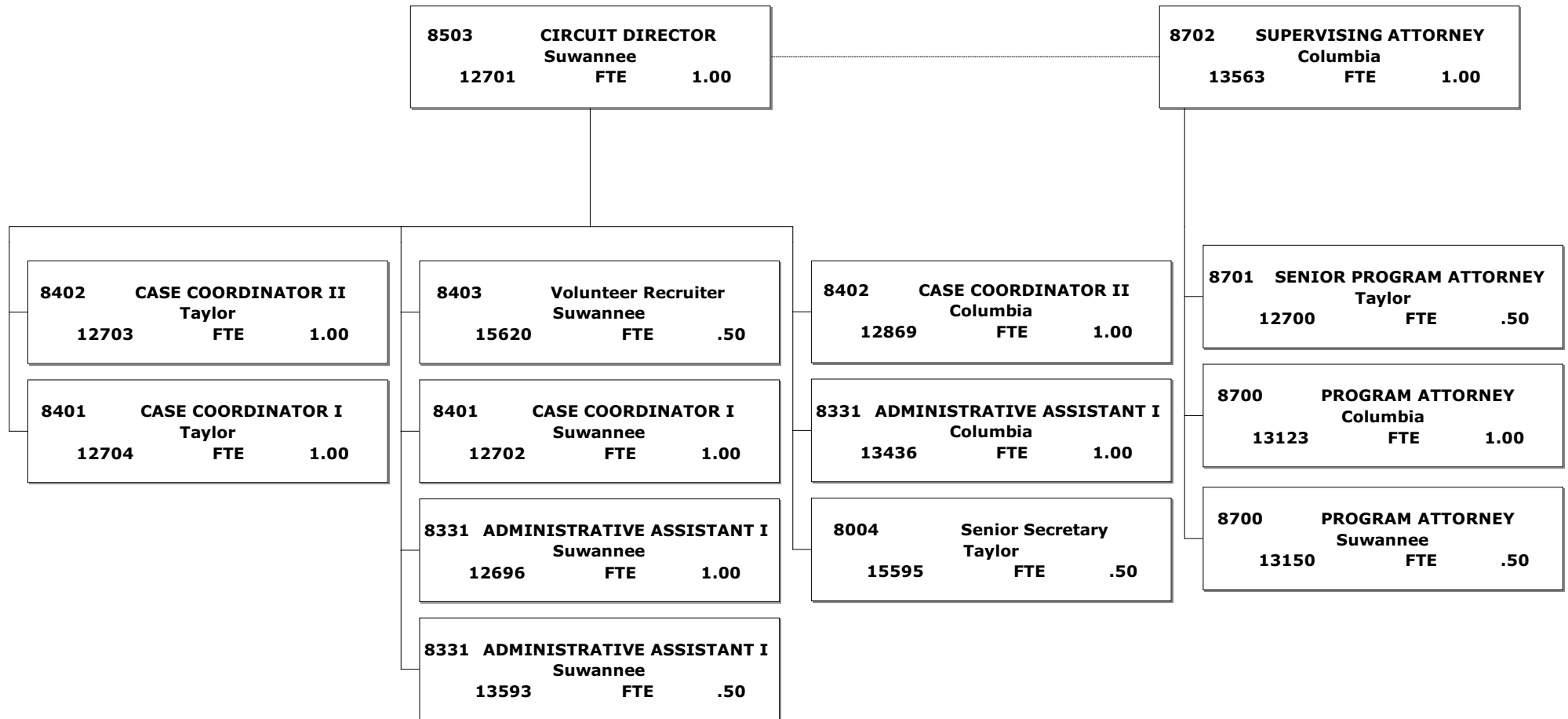




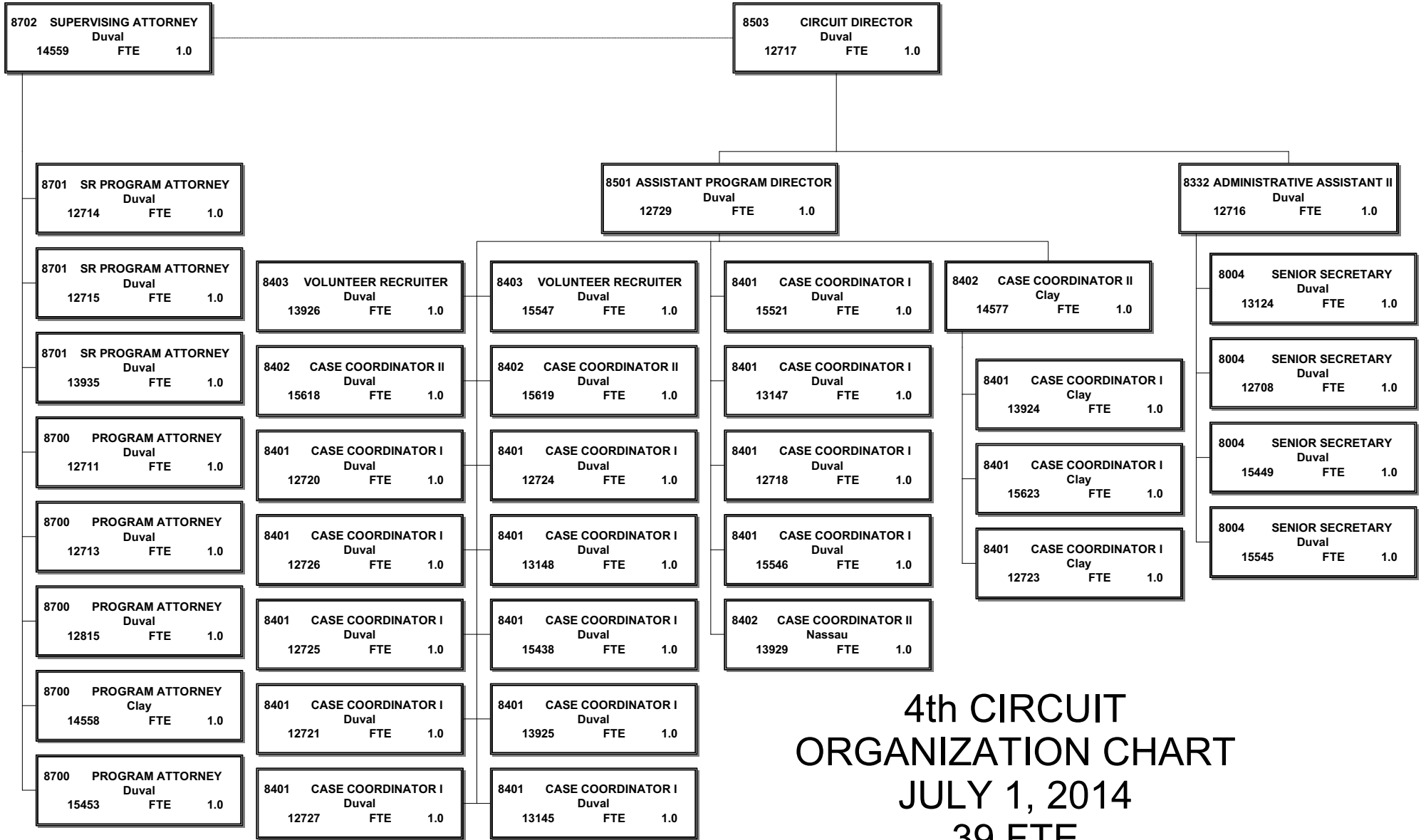


2nd CIRCUIT  
ORGANIZATION  
CHART  
JULY 1, 2014  
17 FTE

3rd CIRCUIT  
 ORGANIZATIONAL CHART  
 JULY 1, 2014  
 11.5 FTE

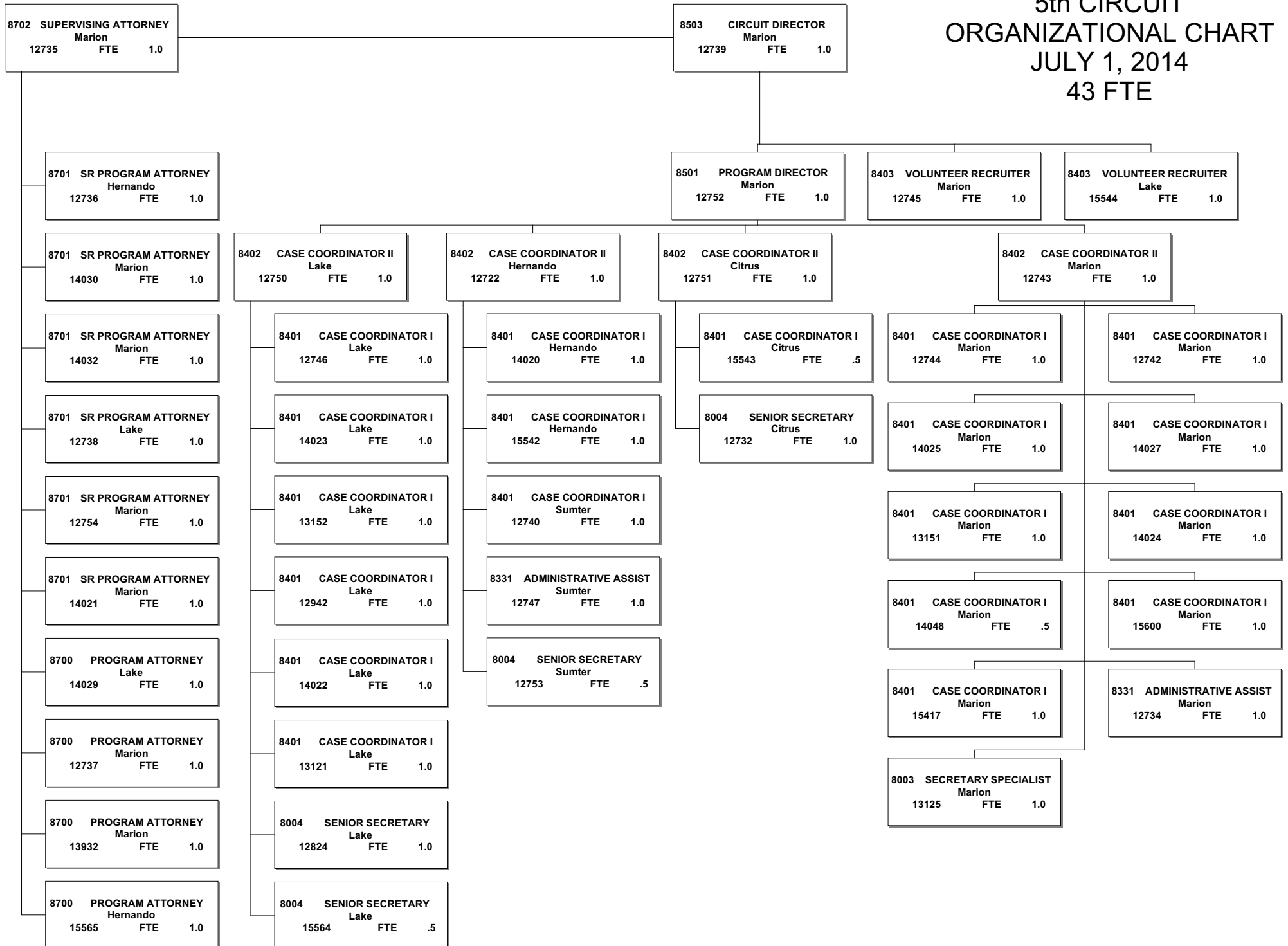




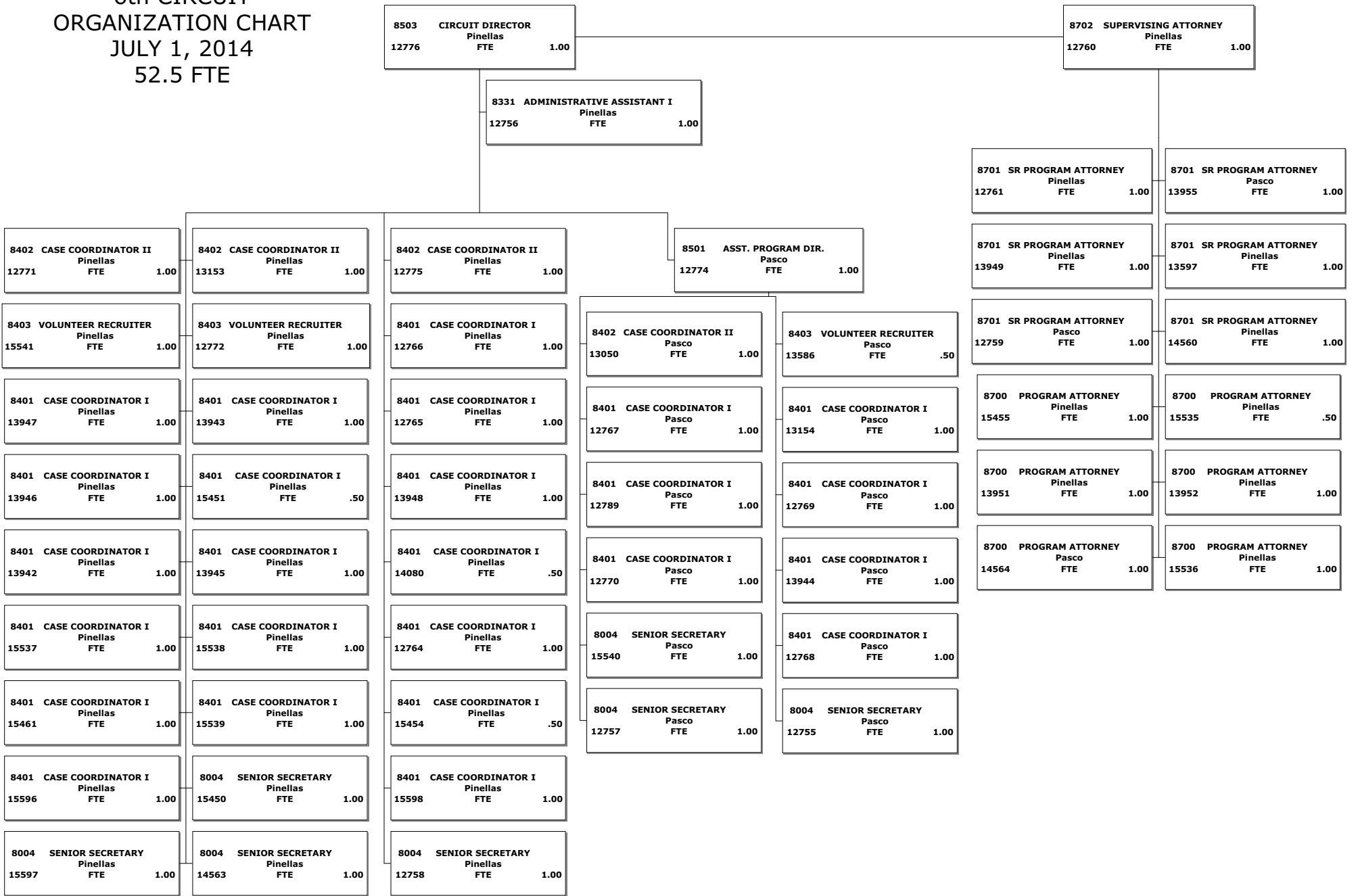


**4th CIRCUIT  
 ORGANIZATION CHART  
 JULY 1, 2014  
 39 FTE**

# 5th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2014 43 FTE

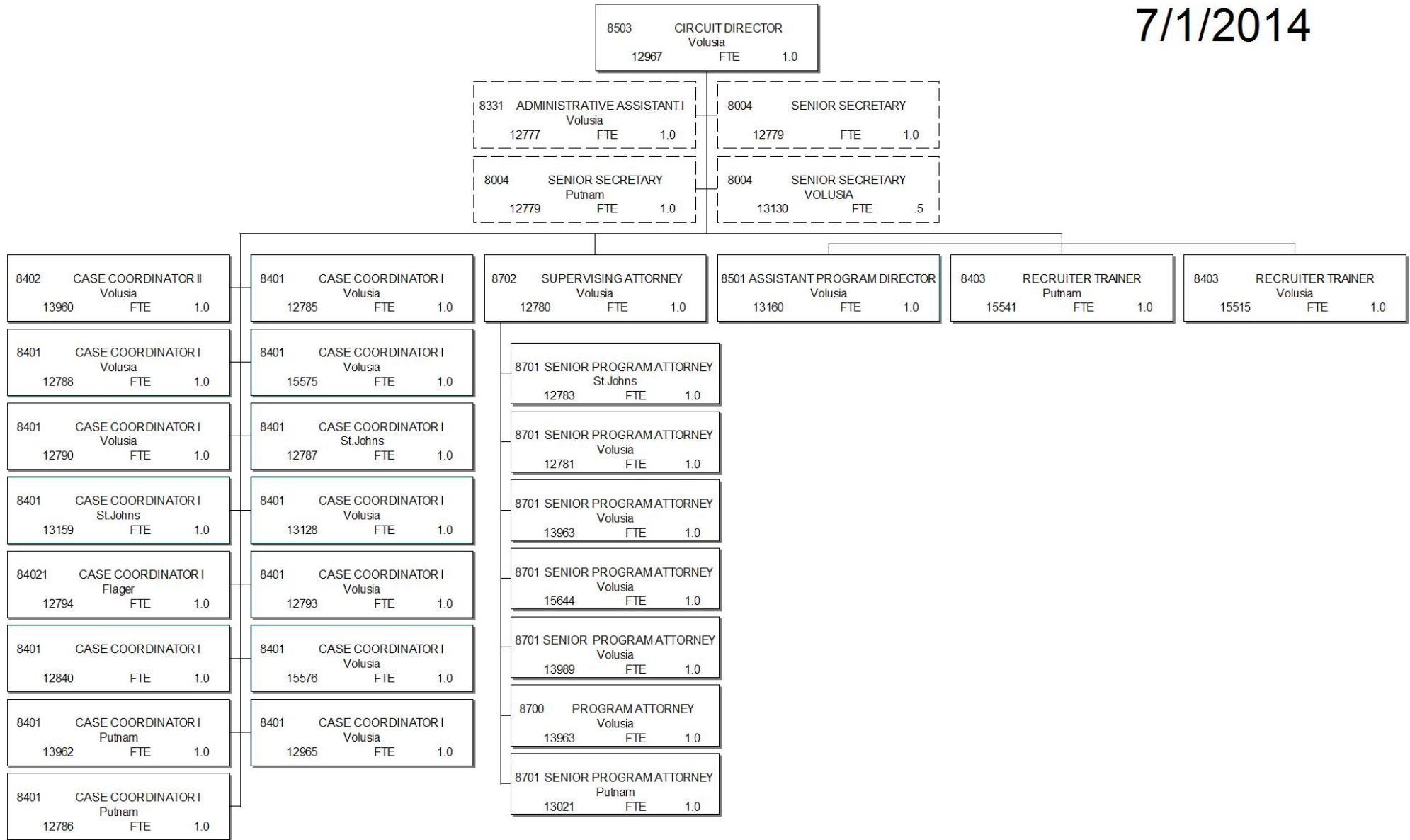


6th CIRCUIT  
 ORGANIZATION CHART  
 JULY 1, 2014  
 52.5 FTE



# 7th Circuit Organizational Chart

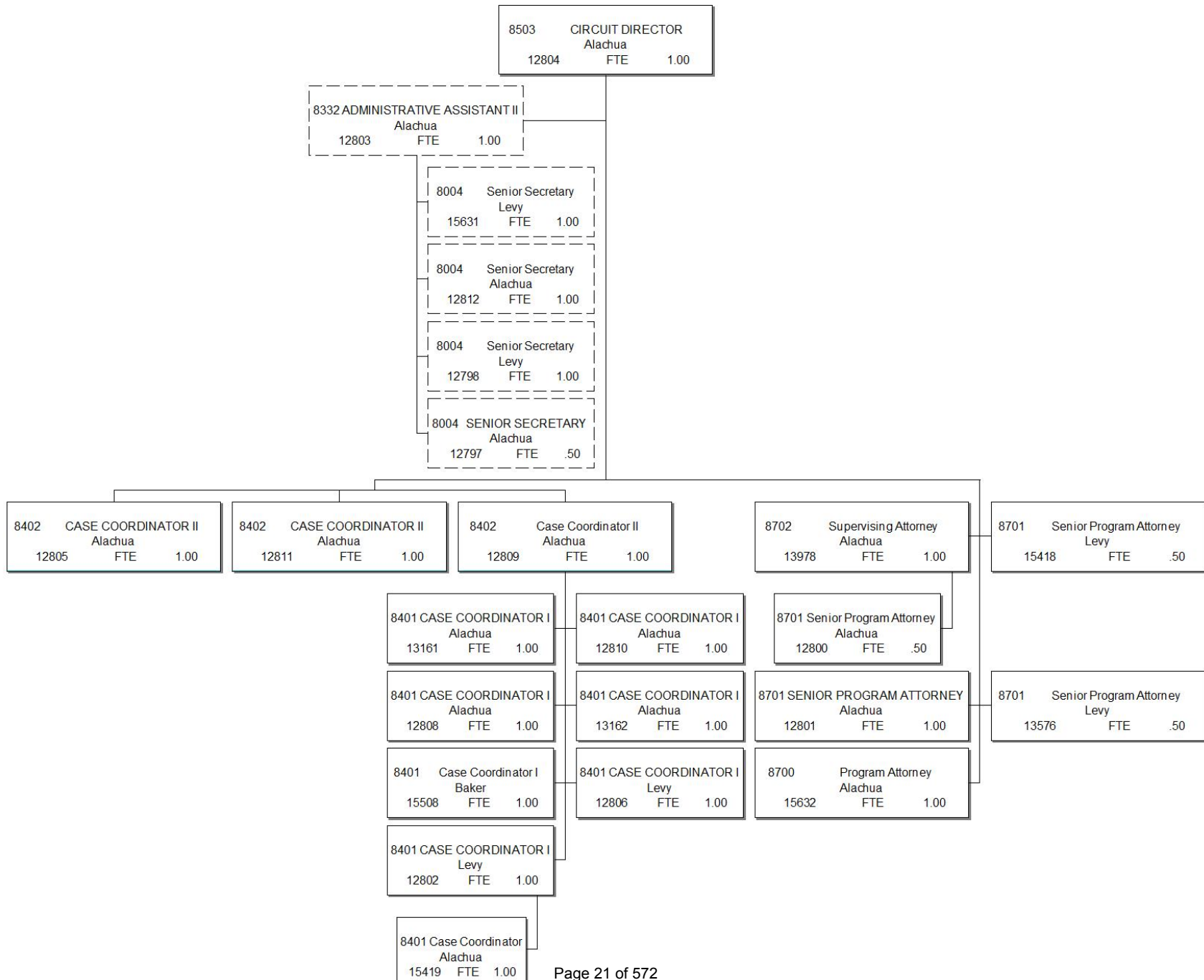
FTE: 30.50  
7/1/2014



8th Circuit Organizational Chart

FTE: 20

7/1/2014



# 9th Circuit Organizational Chart

## 17.50 FTE

7/1/2014

8503	CIRCUIT DIRECTOR	
	Osceola	
12817	FTE	1.00

8331	ADMINISTRATIVE ASSISTANT I	
	Osceola	
12814	FTE	1.00

	1.0	
	8501 ASSISTANT CIRCUIT DIRECTOR	
	Osceola	
12816	FTE	

8702	SUPERVISING ATTORNEY	
	Osceola	
12816	FTE	1.00

8004	SENIOR SECRETARY	
	Osceola	
13163	FTE	.50

8403	RECRUITER TRAINER	
	Osceola	
12820	FTE	1.00

8403	RECRUITER TRAINER	
	Osceola	
15555	FTE	1.00

8701	SENIOR PROGRAM ATTORNEY	
	Osceola	
12934	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
12818	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
13164	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
13556	FTE	1.00

8701	SENIOR PROGRAM ATTORNEY	
	Osceola	
15459	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
13557	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
13999	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
14017	FTE	1.00

8700	PROGRAM ATTORNEY	
	Osceola	
12943	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
14018	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
15645	FTE	1.00

8401	CASE COORDINATOR I	
	Osceola	
15570	FTE	1.00

8503 CIRCUIT DIRECTOR  
Polk  
12829 FTE 1.00

8501 ASSISTANT PROGRAM DIRECTOR  
Polk  
13127 FTE 1.00

8402 CASE COORDINATOR II  
Polk  
15639 FTE 1.00

8702 SUPERVISING ATTORNEY  
Polk  
12825 FTE 1.00

8004 SENIOR SECRETARY  
Polk  
12821 FTE 1.00

8004 SENIOR SECRETARY  
Polk  
14566 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
13561 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
Polk  
12867 FTE 1.00

8004 SENIOR SECRETARY  
Polk  
12823 FTE .50

8331 ADMINISTRATIVE ASSISTANT I  
Polk  
12835 FTE 1.00

8401 CASE COORDINATOR I  
Highlands  
12834 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
Highlands  
13980 FTE 1.00

8004 SENIOR SECRETARY  
Polk  
14567 FTE 1.00

8004 SENIOR SECRETARY  
Polk  
15650 FTE 1.00

8402 CASE COORDINATOR II  
Polk  
13559 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
Polk  
12828 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
12831 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
13969 FTE 1.00

8401 CASE COORDINATOR I  
Hardee  
12841 FTE 1.00

8701 PROGRAM ATTORNEY  
Polk  
12826 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
12832 FTE 1.00

8402 CASE COORDINATOR II  
Polk  
12842 FTE 1.00

8401 CASE COORDINATOR I  
Highlands  
13976 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
Polk  
12827 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
13975 FTE 1.00

8401 Case Coordinator I  
Polk  
15568 FTE 1.00

8401 CASE COORDINATOR I  
Hardee  
13970 FTE 1.00

8700 PROGRAM ATTORNEY  
POLK  
14073 FTE 1.00

8402 Case Coordinator II  
Polk  
12837 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
15569 FTE 1.00

8401 CASE COORDINATOR I  
Highlands  
13968 FTE 1.00

8700 PROGRAM ATTORNEY  
Polk  
15566 FTE .50

8401 Case Coordinator I  
Polk  
12833 FTE 1.00

8403 Volunteer Recruiter  
POLK  
12928 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
Polk  
13979 FTE 1.00

8401 Case Coordinator I  
Polk  
13973 FTE 1.00

8403 Volunteer Recruiter  
POLK  
15567 FTE 1.00

87010 PROGRAM ATTORNEY  
Polk  
12950 FTE 1.00

8401 Case Coordinator I  
Polk  
12836 FTE 1.00

8401 CASE COORDINATOR I  
Highlands  
13971 FTE 1.00

8401 Case Coordinator  
Polk  
15428 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
13560 FTE 1.00

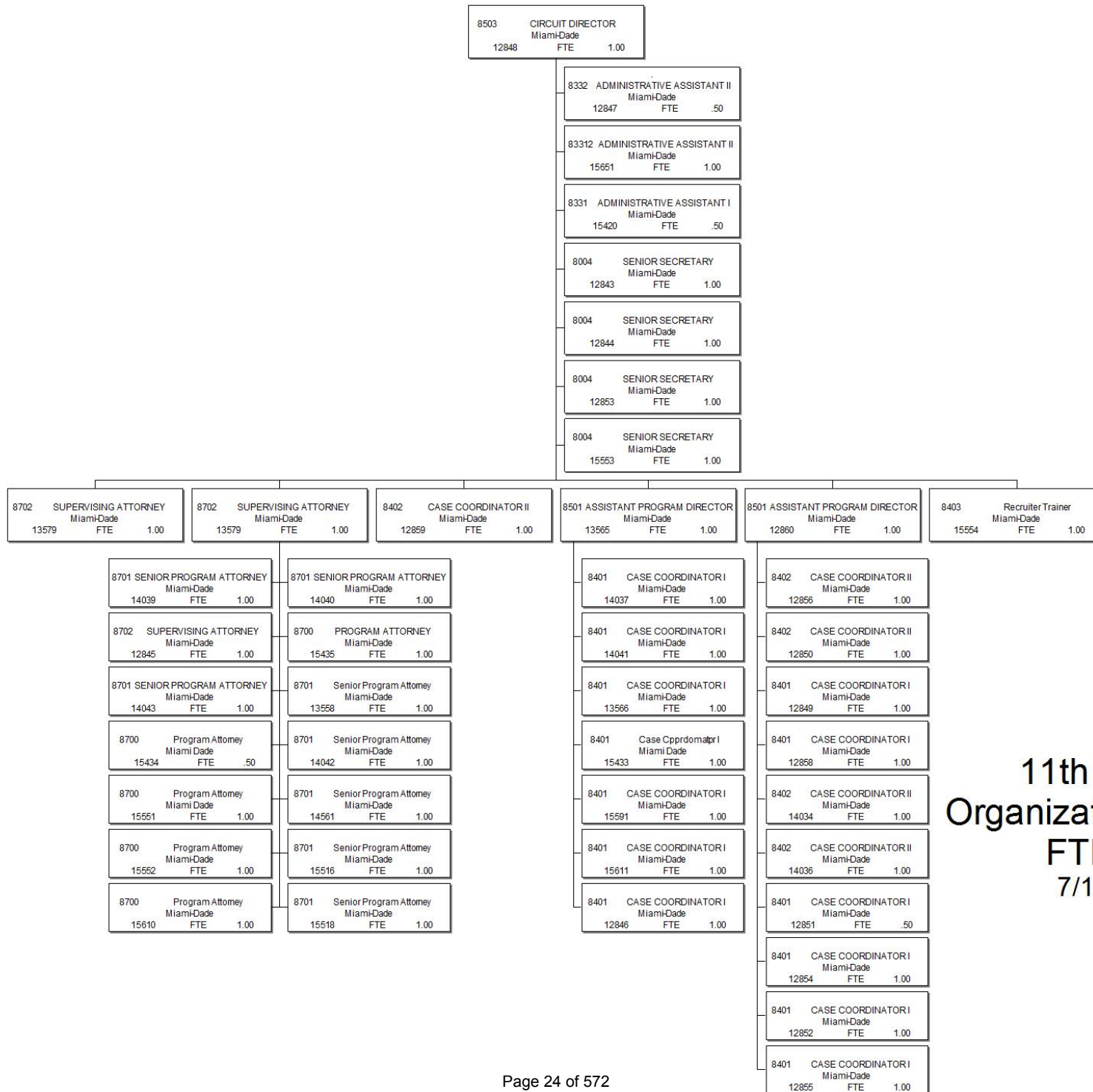
8401 CASE COORDINATOR I  
Polk  
13974 FTE 1.00

8401 Case Coordinator I  
Polk  
15429 FTE .50

8401 CASE COORDINATOR I  
Polk  
13972 FTE 1.00

8401 CASE COORDINATOR I  
Polk  
14562 FTE 1.00

10th Circuit  
Organizational Chart  
FTE: 44.50  
7/1/2014

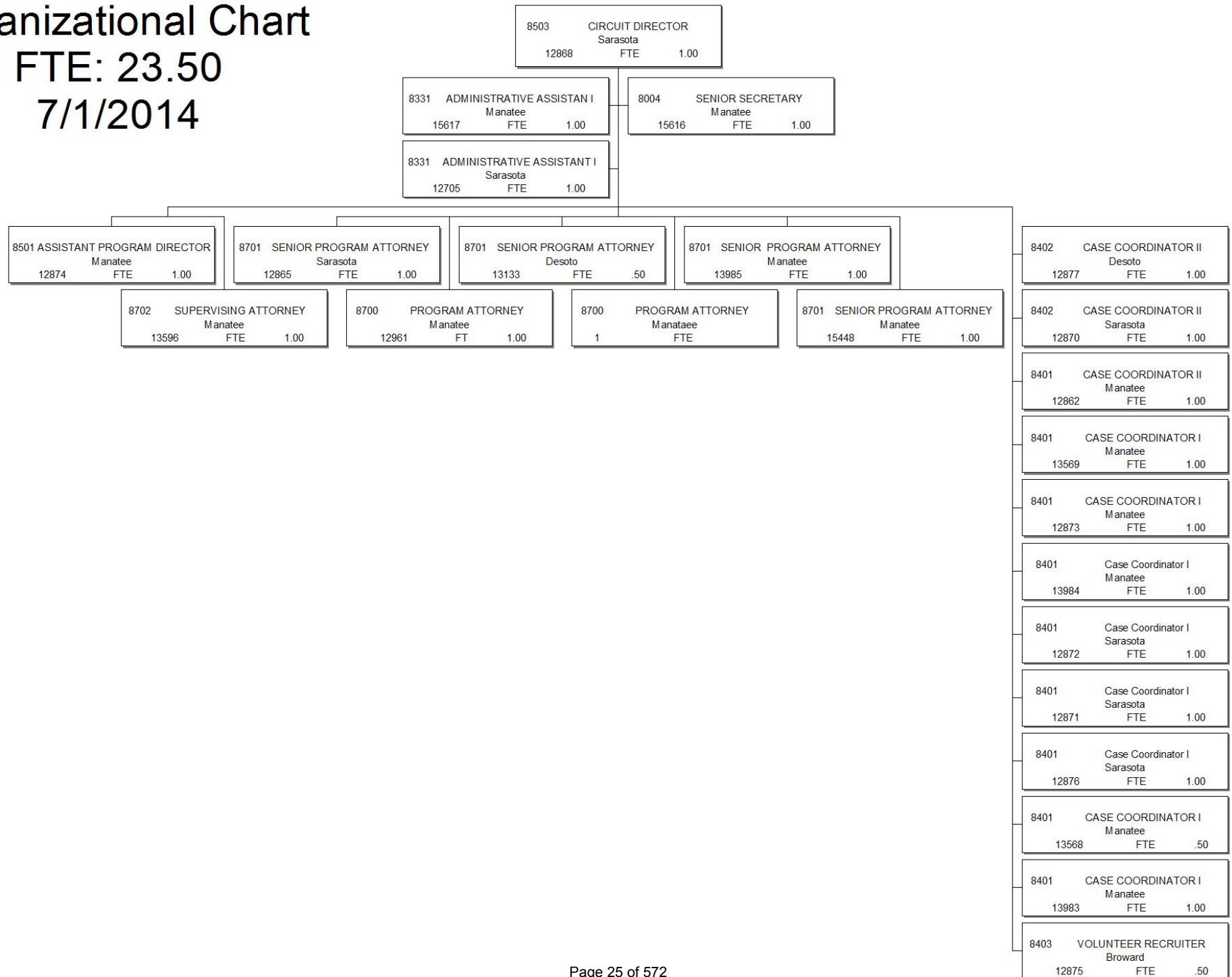


**11th Circuit**  
**Organizational Chart**  
**FTE: 45**  
**7/1/2014**



# 12th Circuit Organizational Chart

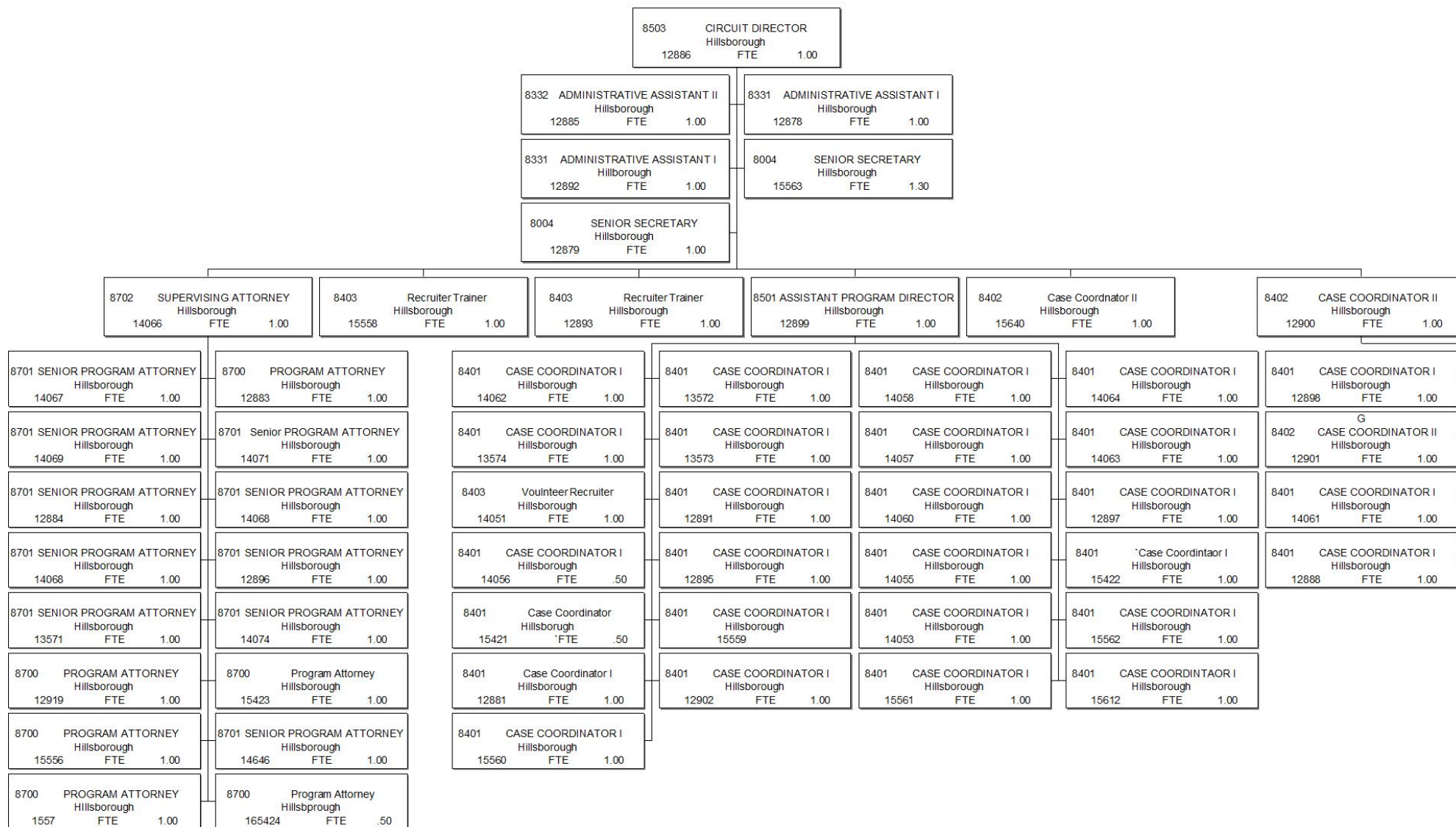
FTE: 23.50  
7/1/2014



# 13th Circuit Organizational

**FTE: 55**

**7/1/2014**



# 14th Circuit Organizational Chart FTE: 20 7/1/2014

8503	CIRCUIT DIRECTOR
12910	Bay FTE 1.00

8004	SENIOR SECRETARY
12903	Bay FTE 1.00

8004	SENIOR SECRETARY
15583	Bay FTE .50

8004	SENIOR SECRETARY
12904	Jackson FTE 1.00

8331	ADMINISTRATIVE ASSISTANT I
13988	Bay FTE 1.00

8402	CASE COORDINATOR II
12914	Bay FTE 1.00

8402	CASE COORDINATOR II
12916	Jackson FTE 1.00

8403	RECRUITER TRAINER
12911	Bay FTE .50

8702	SUPERVISING ATTORNEY
12907	Bay FTE 1.00

8401	CASE COORDINATOR I
12838	Bay FTE 1.00

8401	CASE COORDINATOR I
13987	Bay FTE 1.00

8701	SENIOR PROGRAM ATTORNEY
12906	Bay FTE 1.00

8401	CASE COORDINATOR I
12905	Bay FTE 1.00

8401	CASE COORDINATOR JACKSON
15582	FTE 1.00

8701	SENIOR PROGRAM ATTORNEY
12993	Bay FTE 1.00

8401	CASE COORDINATOR I
12913	Bay FTE 1.00

8700	PROGRAM ATTORNEY JACKSON
15424	FTE 1.00

8401	CASE COORDINATOR JACKSON
12915	FTE 1.00

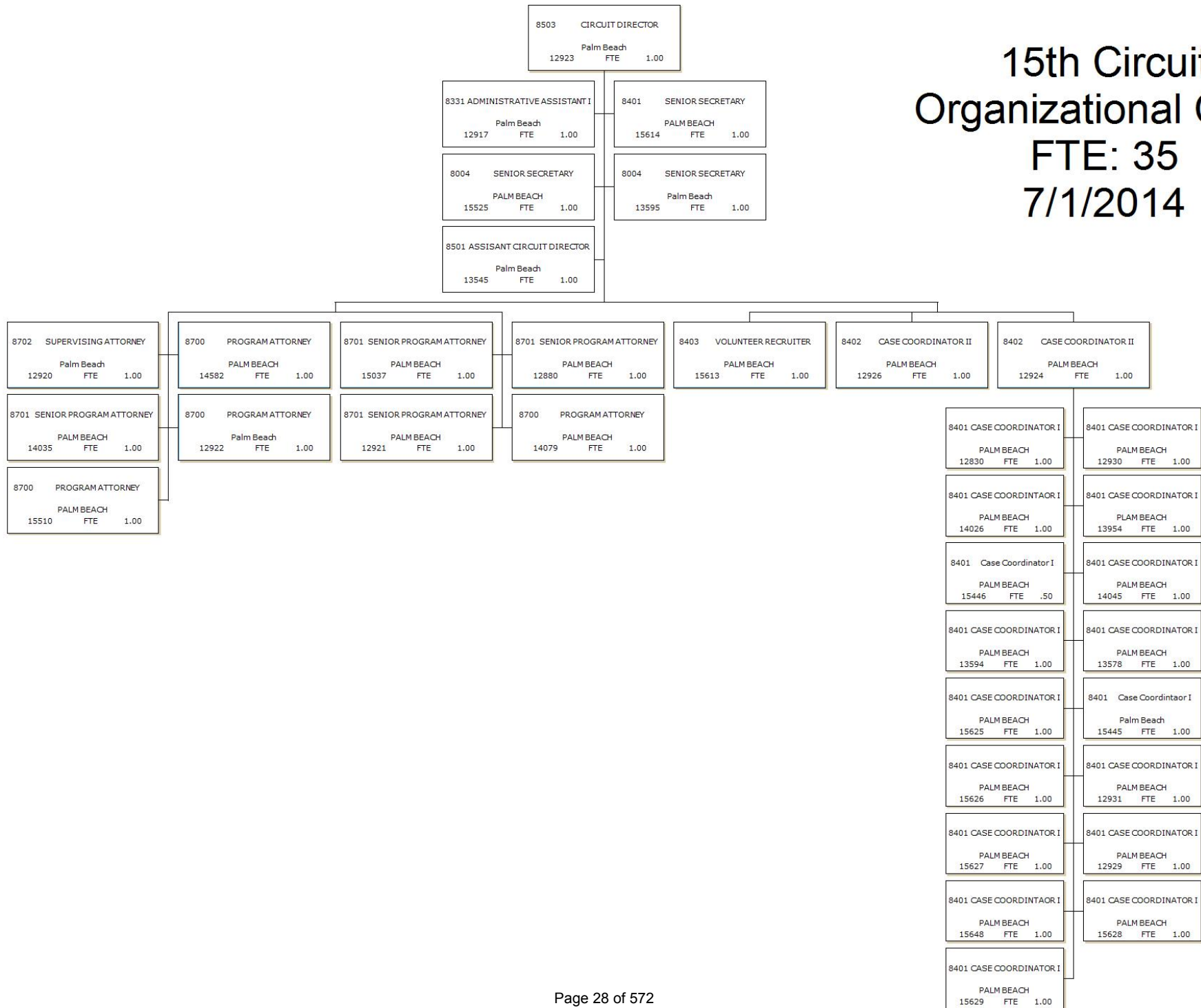
8701	SENIOR PROGRAM ATTORNEY
15578	Bay FTE 1.00

8401	CASE COORDINATOR I
13577	Bay FTE 1.00

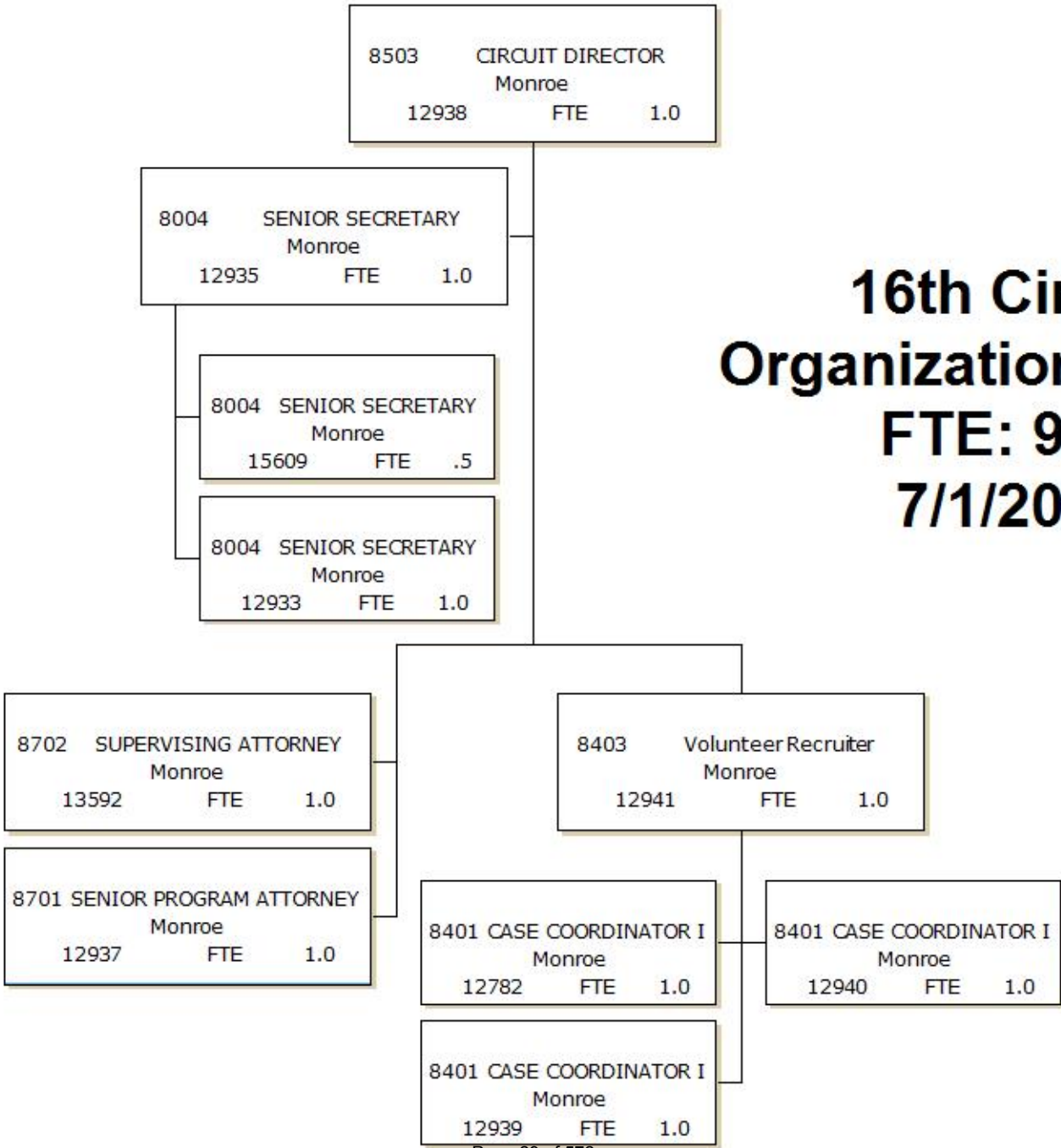
8401	CASE COORDINATOR I
13986	Bay FTE 1.00

# 15th Circuit Organizational Chart

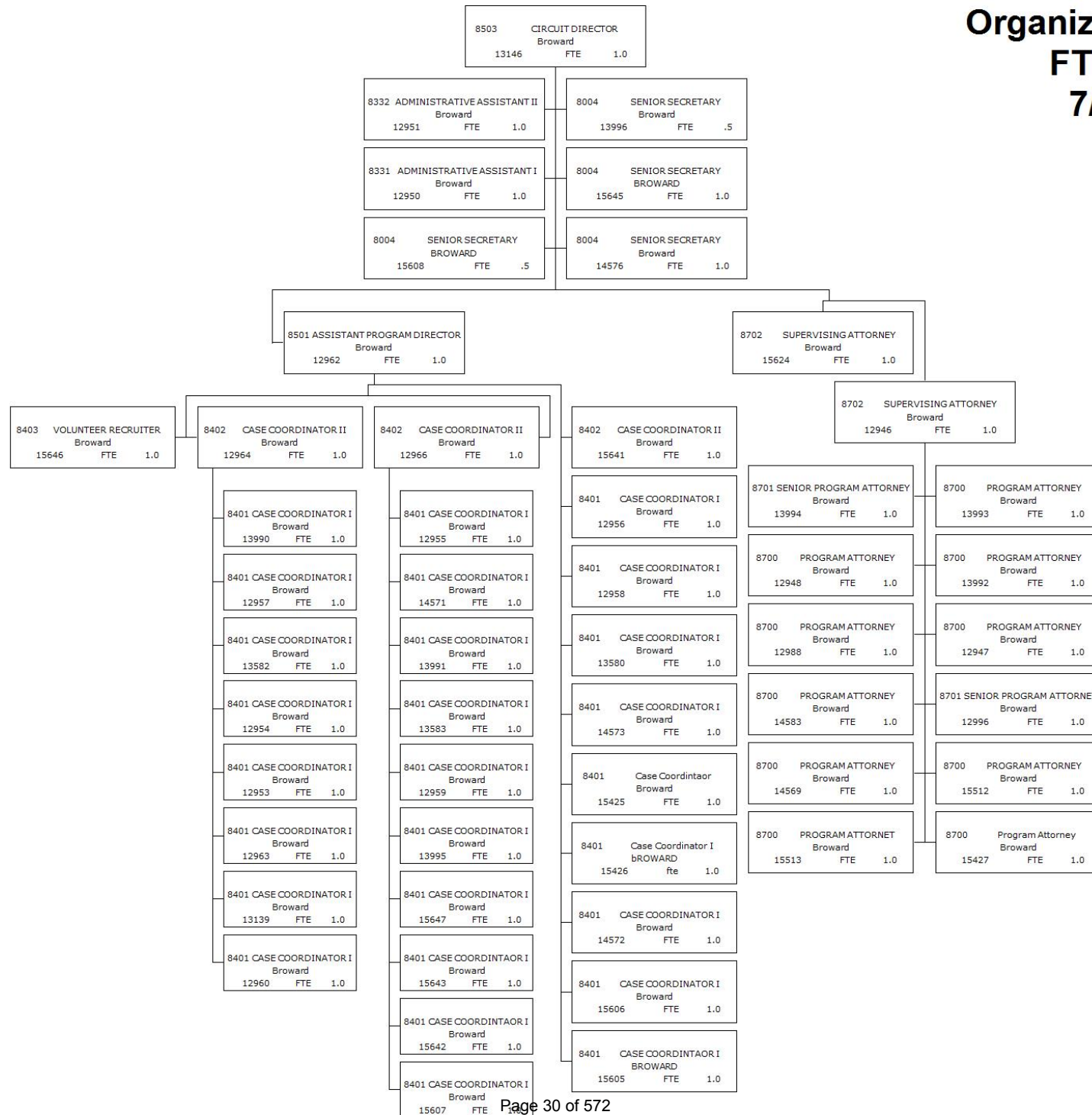
## FTE: 35 7/1/2014

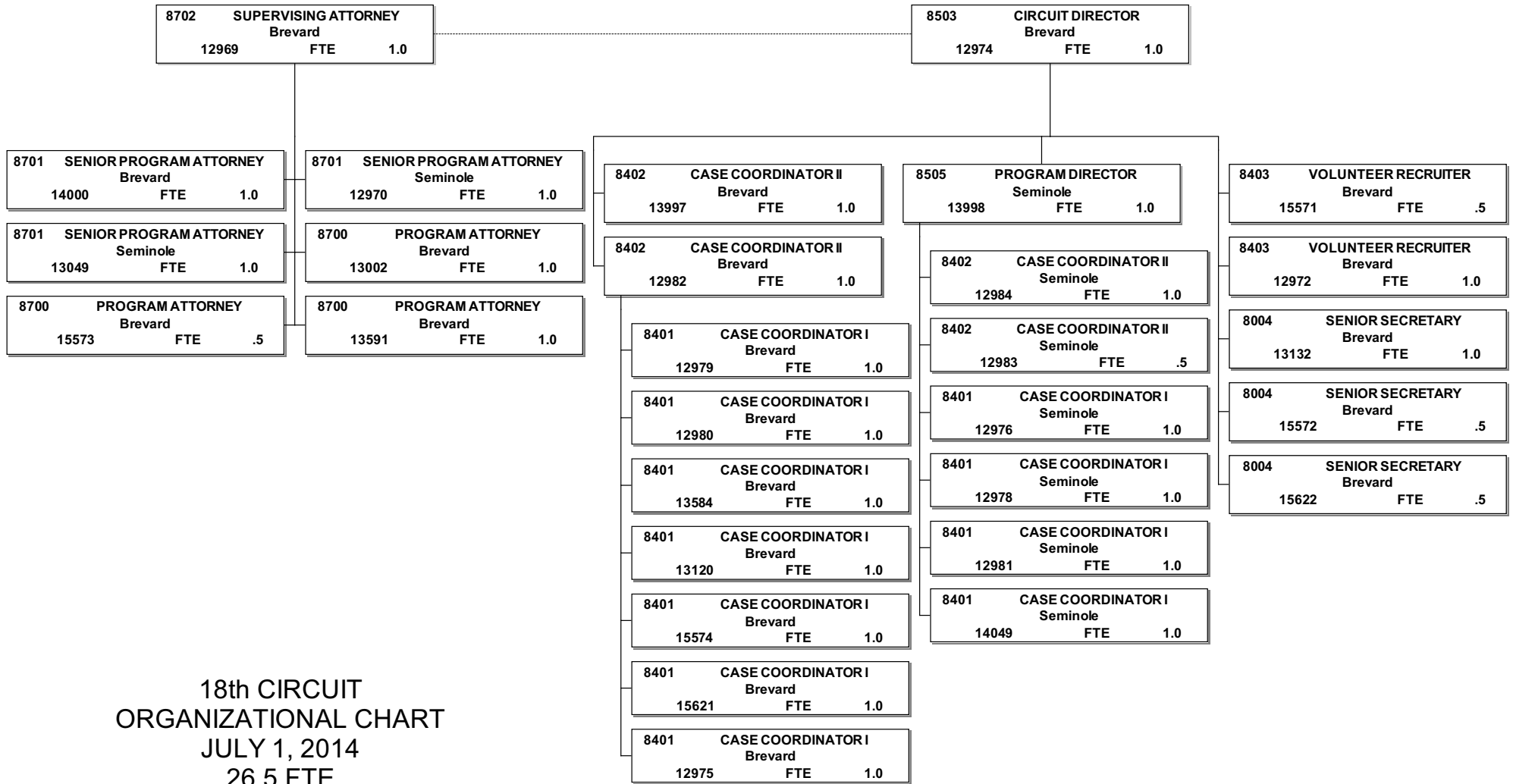


# 16th Circuit Organizational Chart FTE: 9.50 7/1/2014



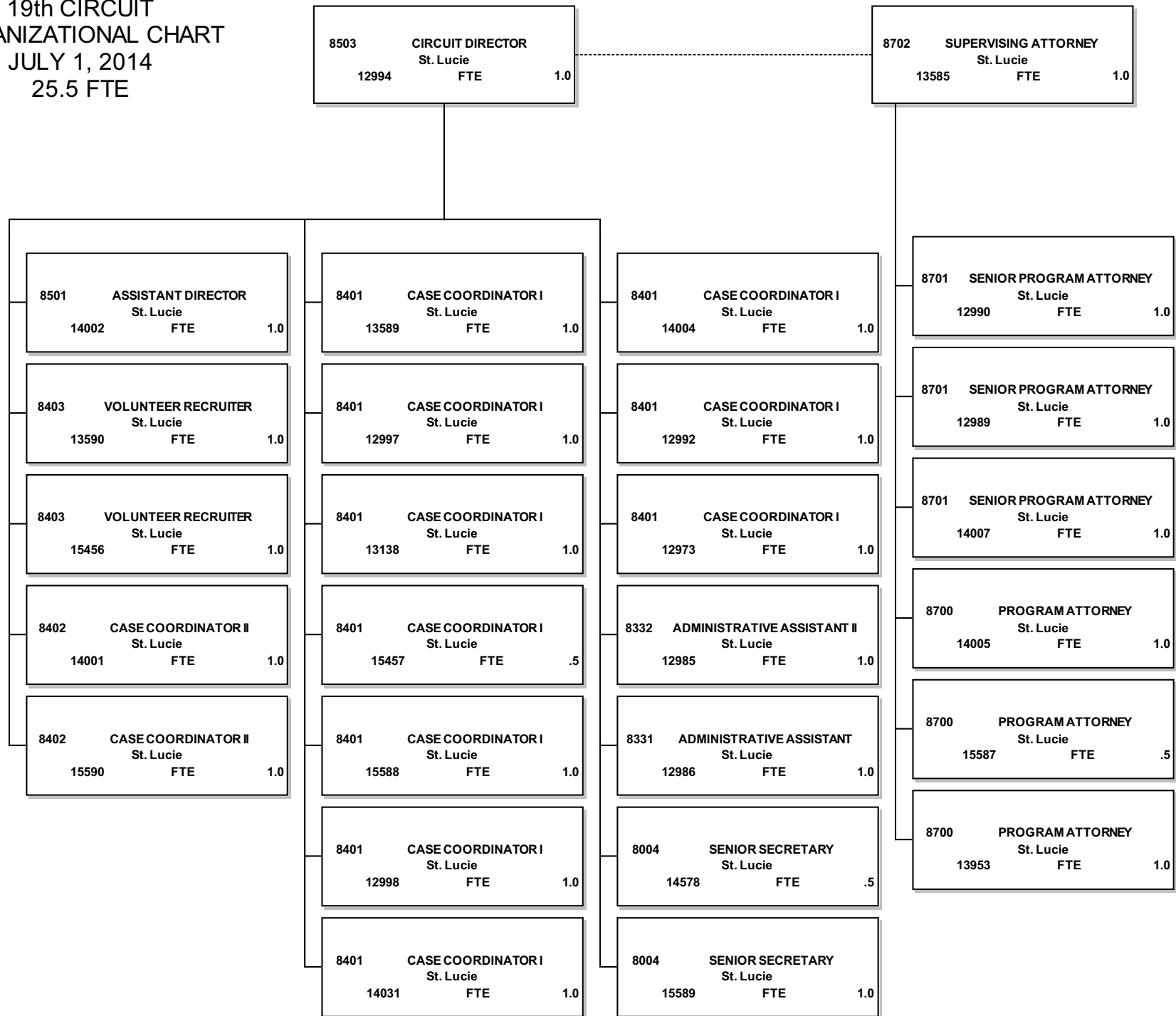
# 17th Circuit Organizational Chart FTE: 51.50 7/1/2014





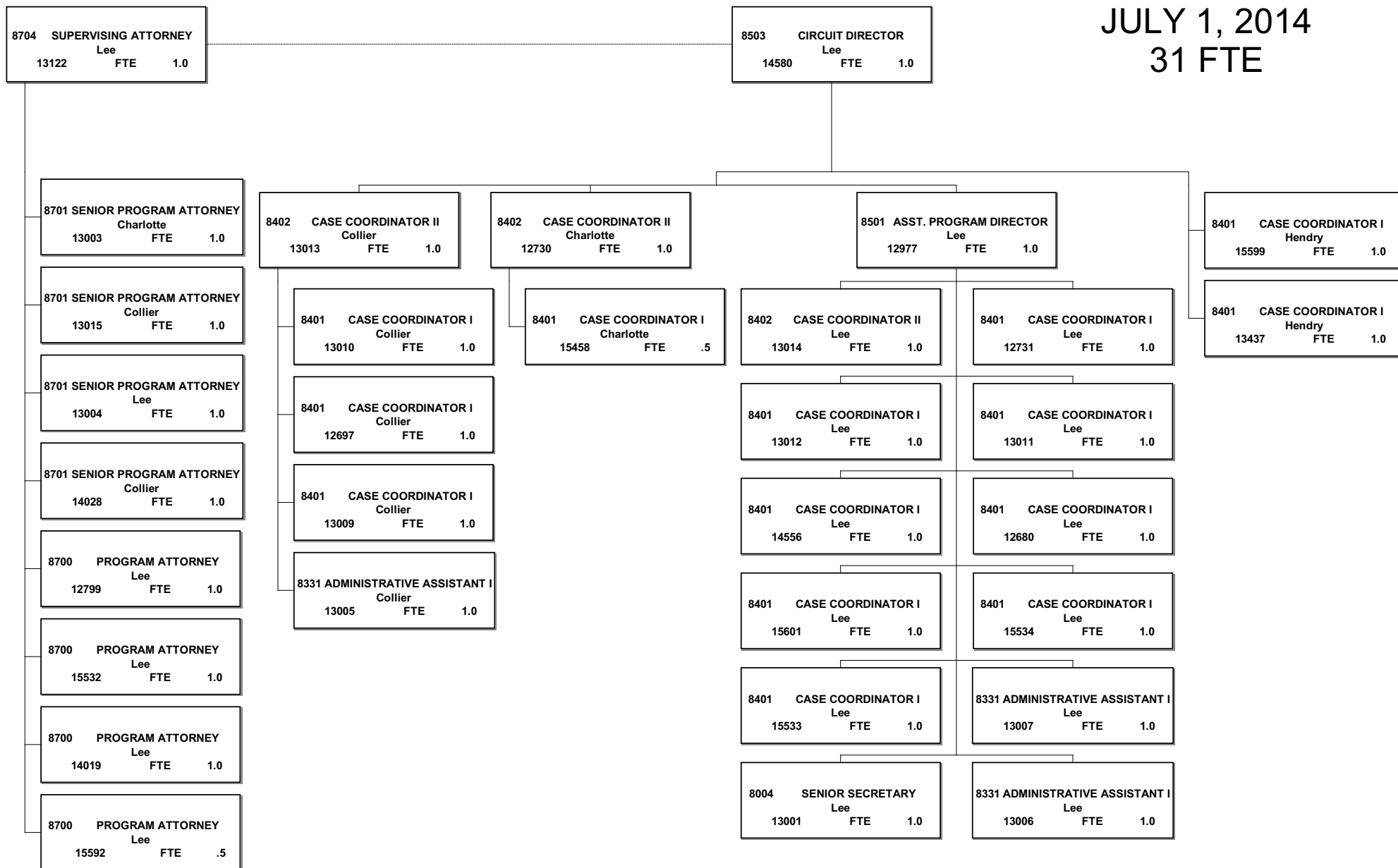
18th CIRCUIT  
ORGANIZATIONAL CHART  
JULY 1, 2014  
26.5 FTE

19th CIRCUIT  
 ORGANIZATIONAL CHART  
 JULY 1, 2014  
 25.5 FTE

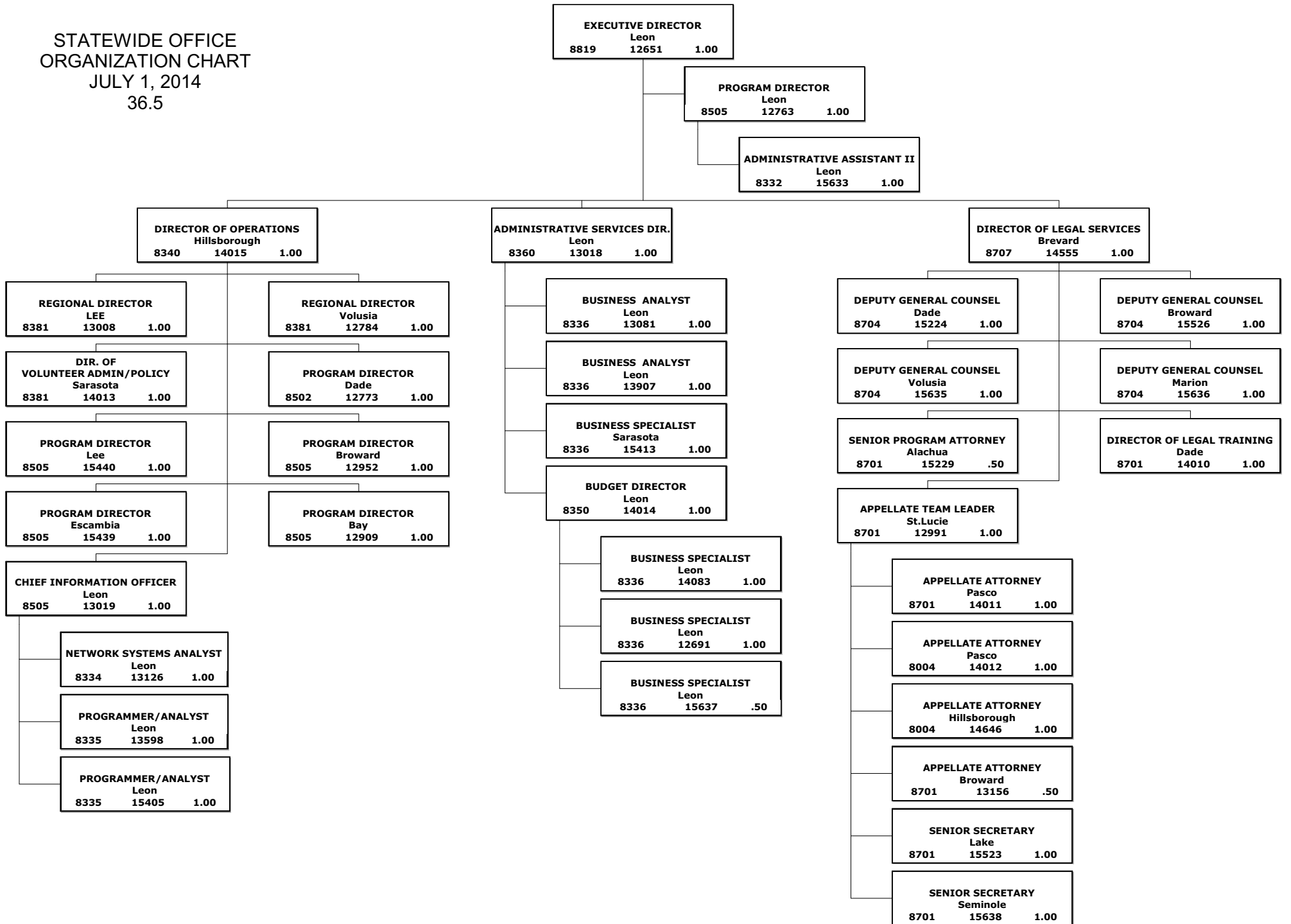




# 20th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2014 31 FTE

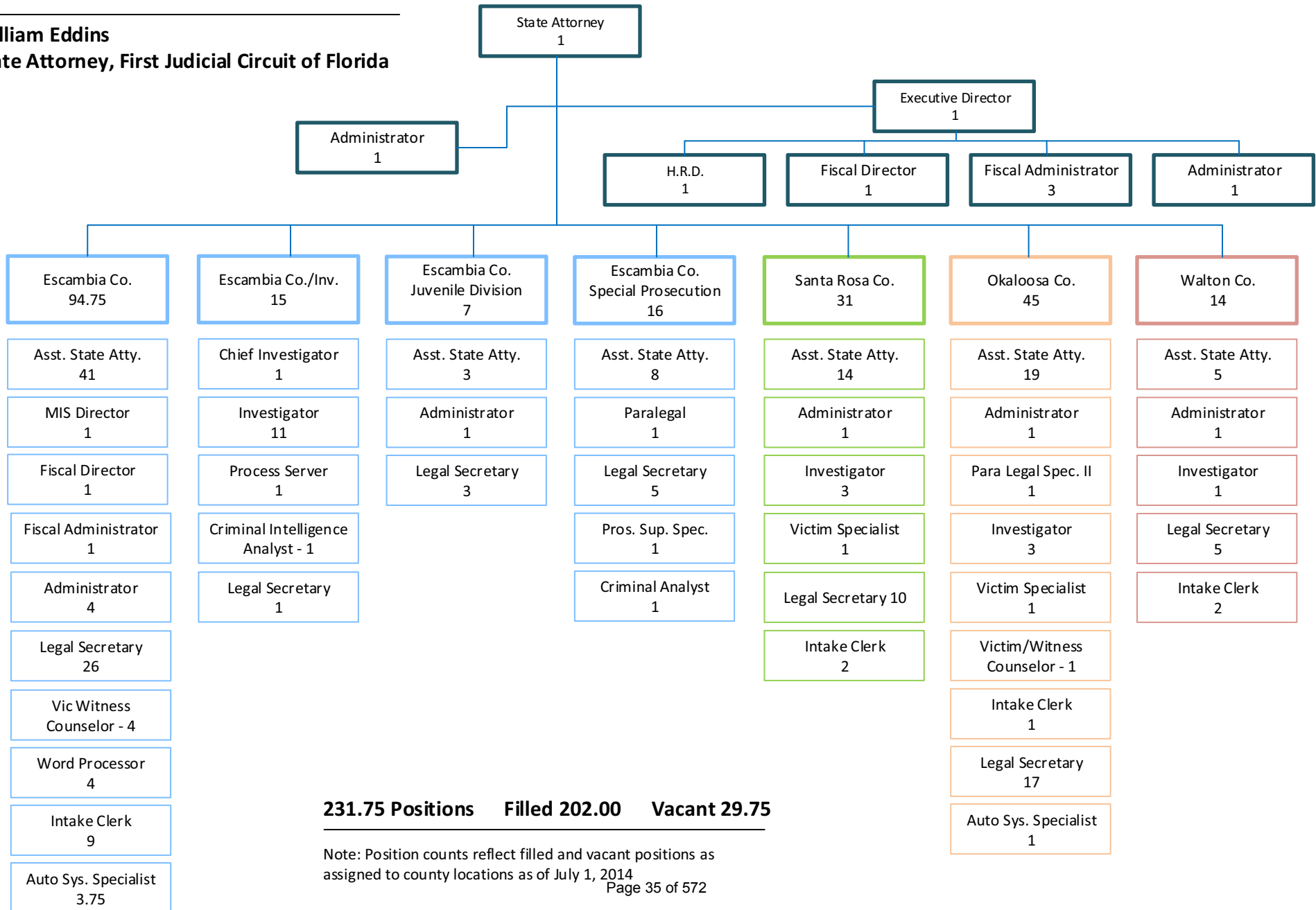


STATEWIDE OFFICE  
 ORGANIZATION CHART  
 JULY 1, 2014  
 36.5



**Organizational Chart**  
**July 1, 2014**

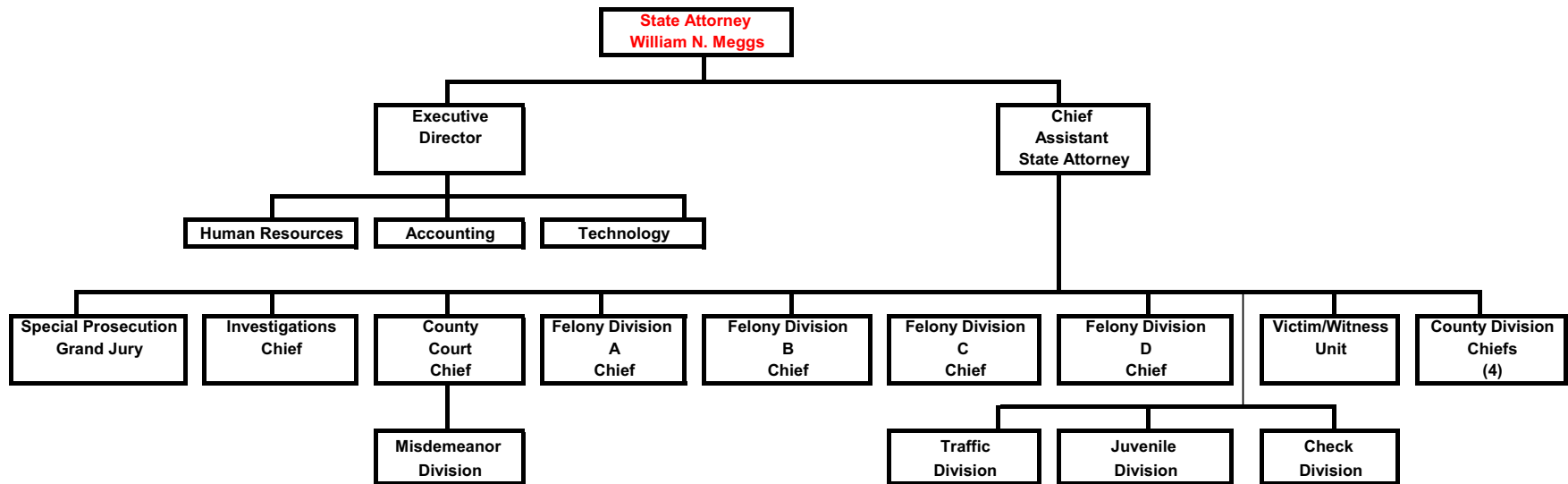
**William Eddins**  
**State Attorney, First Judicial Circuit of Florida**



**231.75 Positions Filled 202.00 Vacant 29.75**

Note: Position counts reflect filled and vacant positions assigned to county locations as of July 1, 2014  
 Page 35 of 572

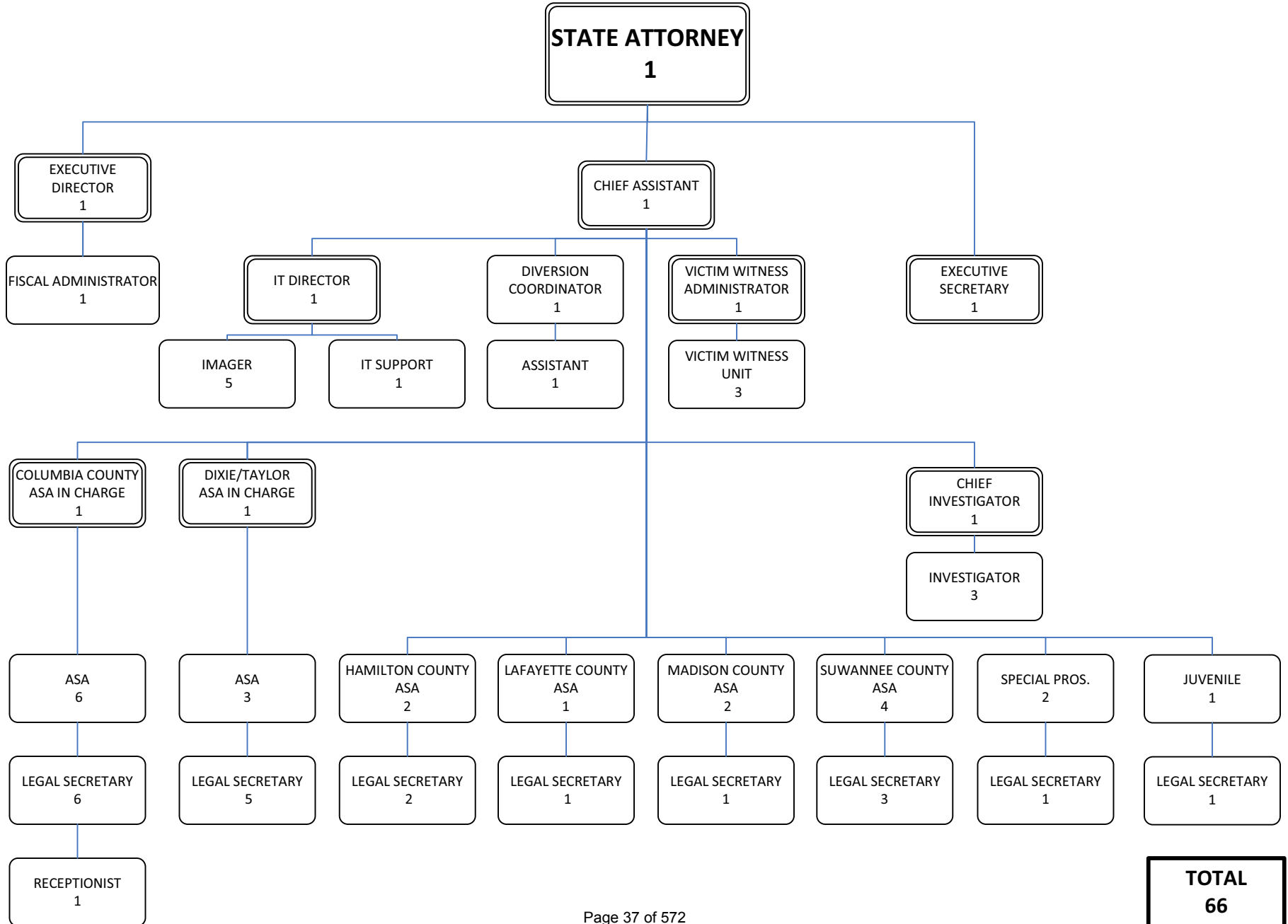
**Organizational Chart  
Office of the State Attorney  
Second Judicial Circuit  
As of July 1, 2014**



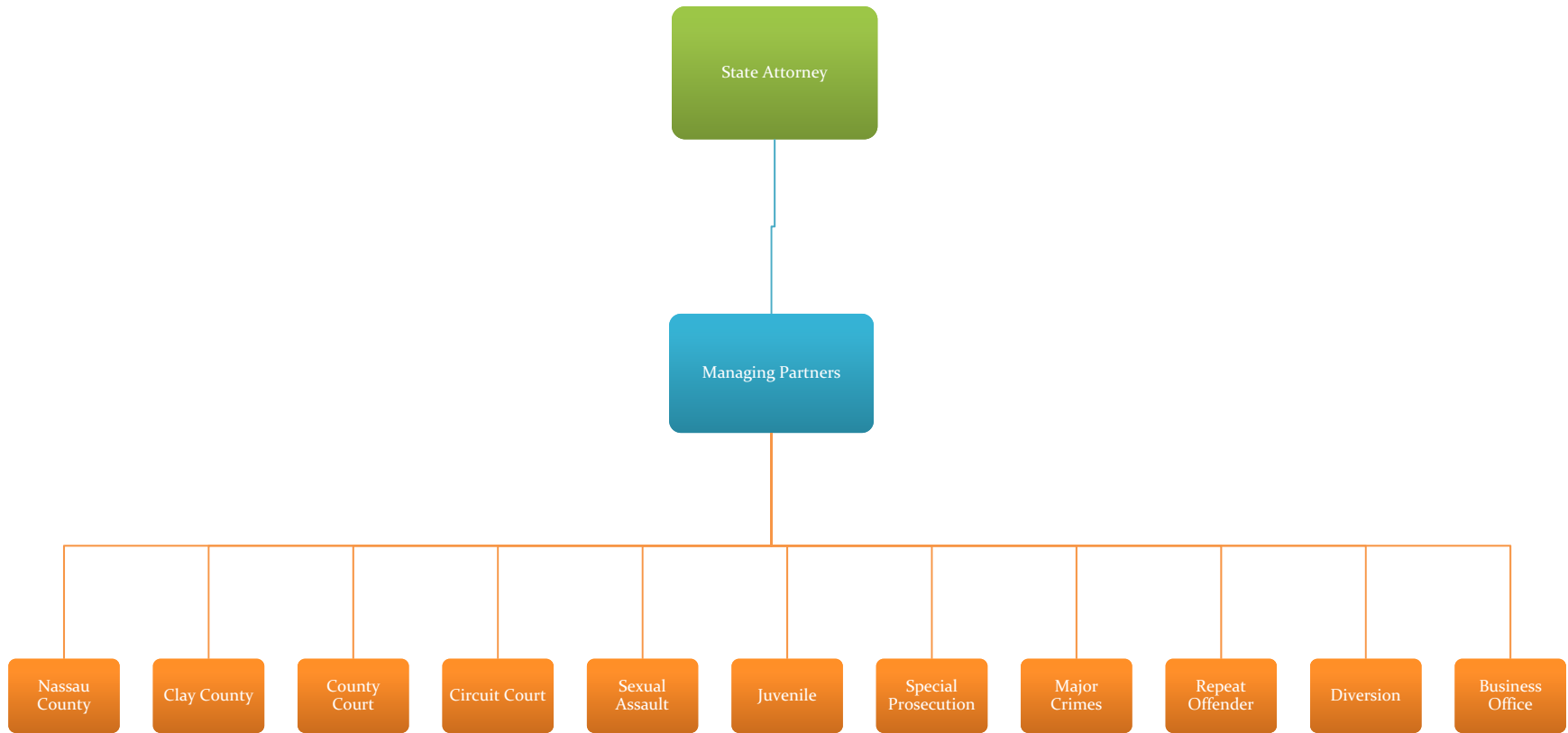
# ORGANIZATIONAL CHART OFFICE OF THE STATE ATTORNEY THIRD JUDICIAL CIRCUIT

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

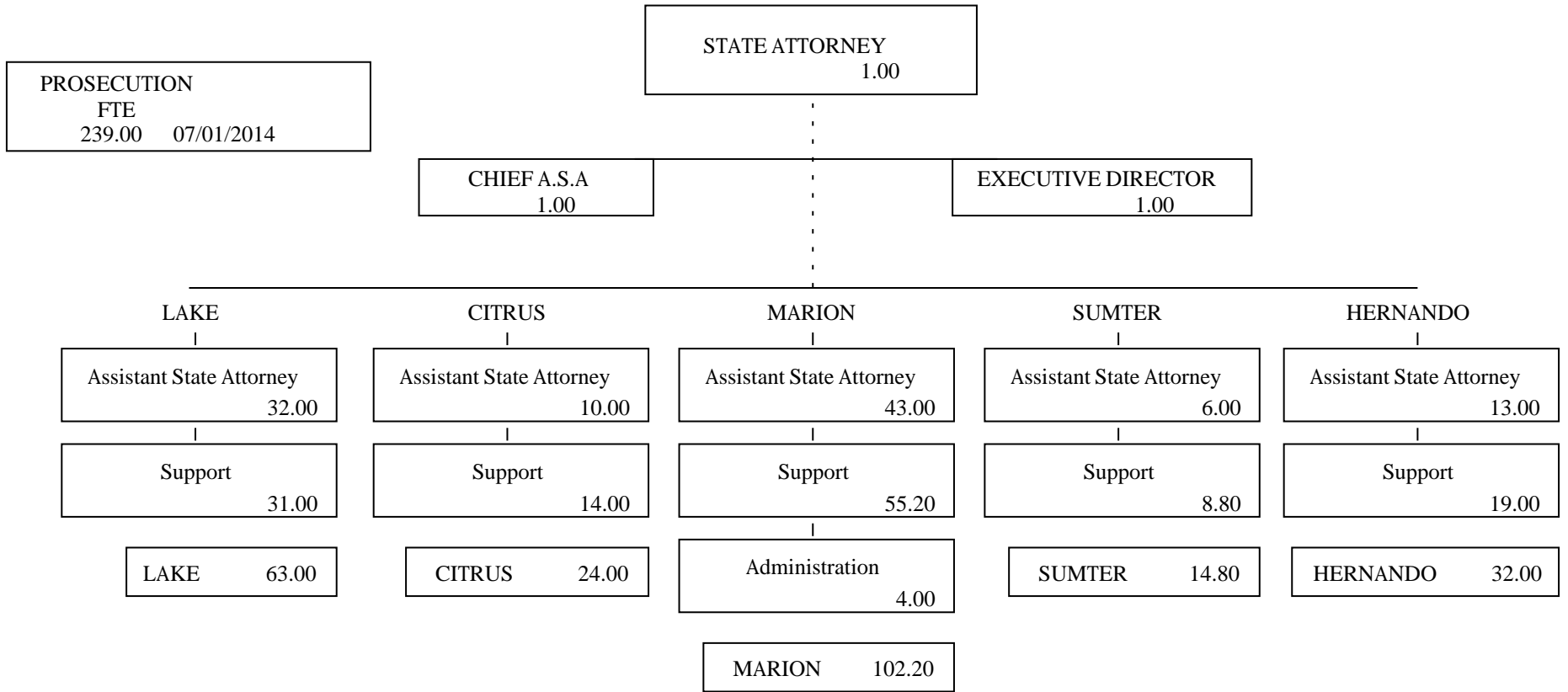
July 1, 2014



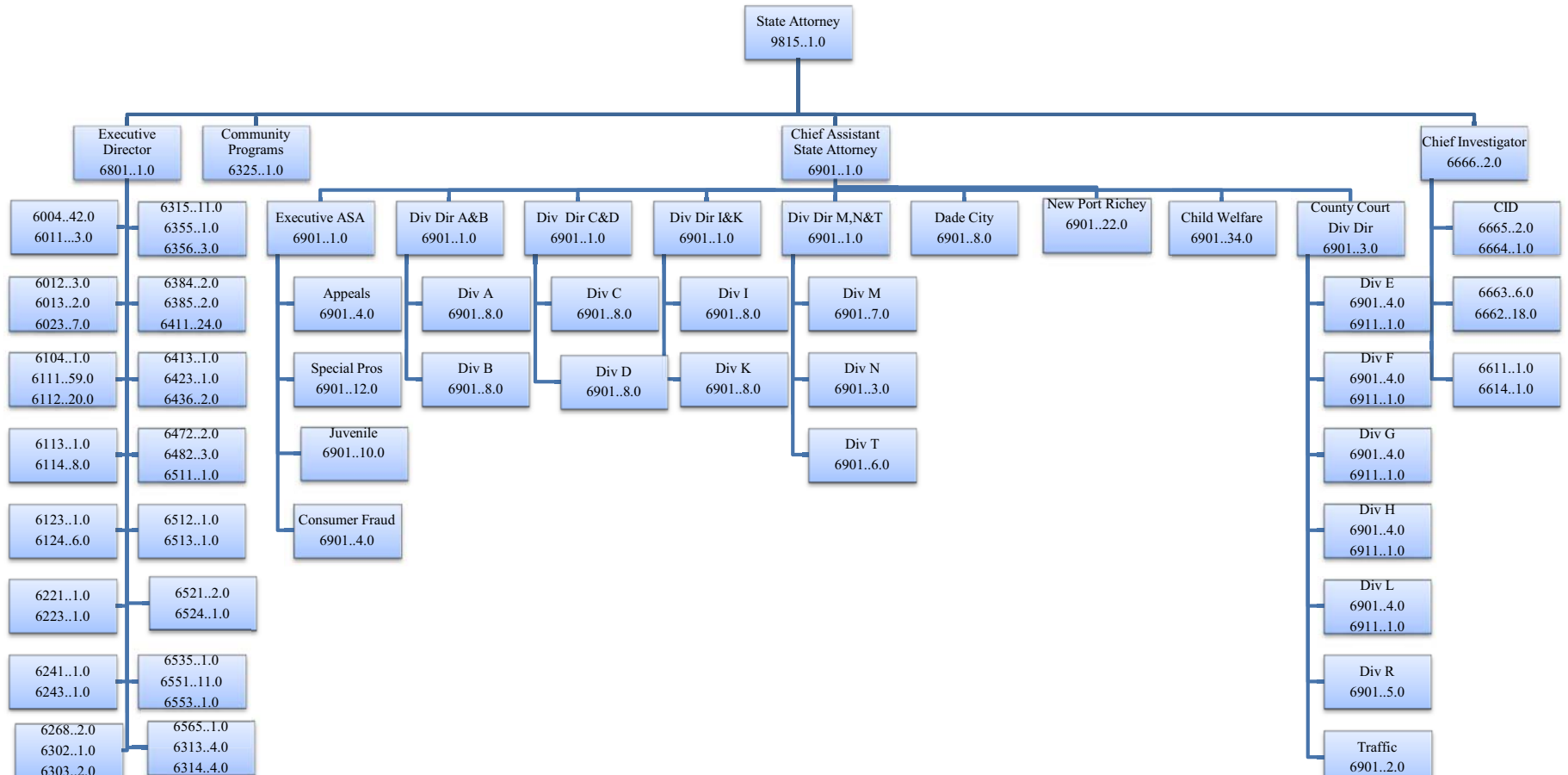
State Attorney's Office Fourth Judicial Circuit  
June 30, 2014



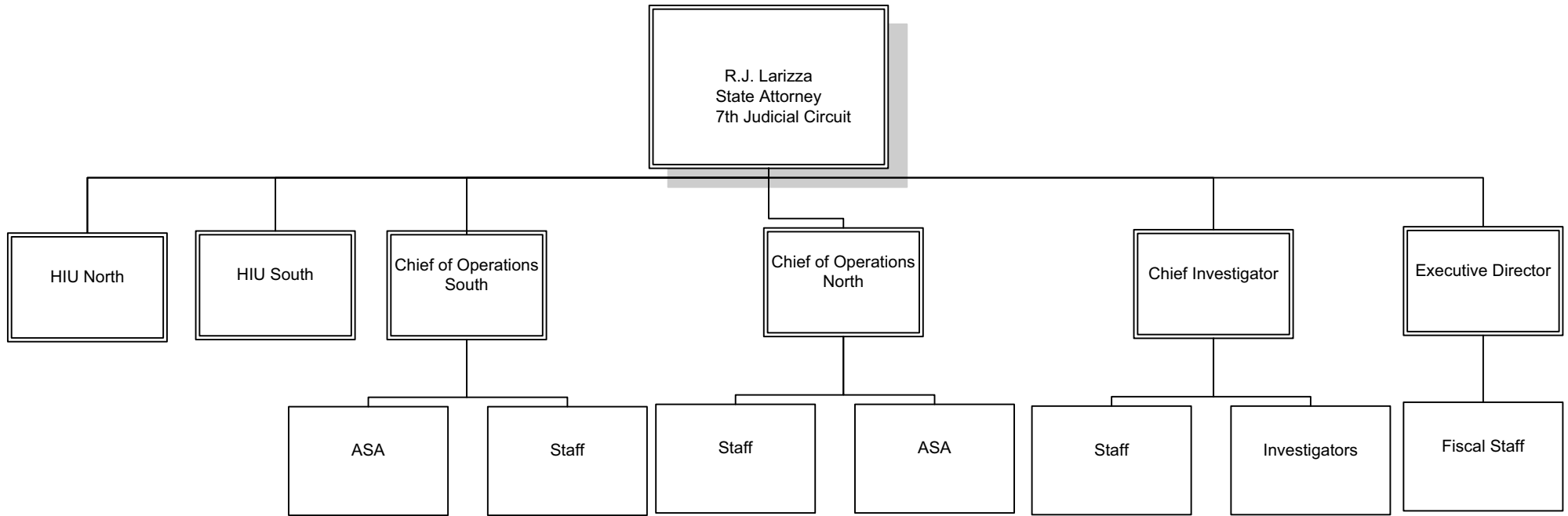
STATE ATTORNEY'S OFFICE, 5th JUDICIAL CIRCUIT



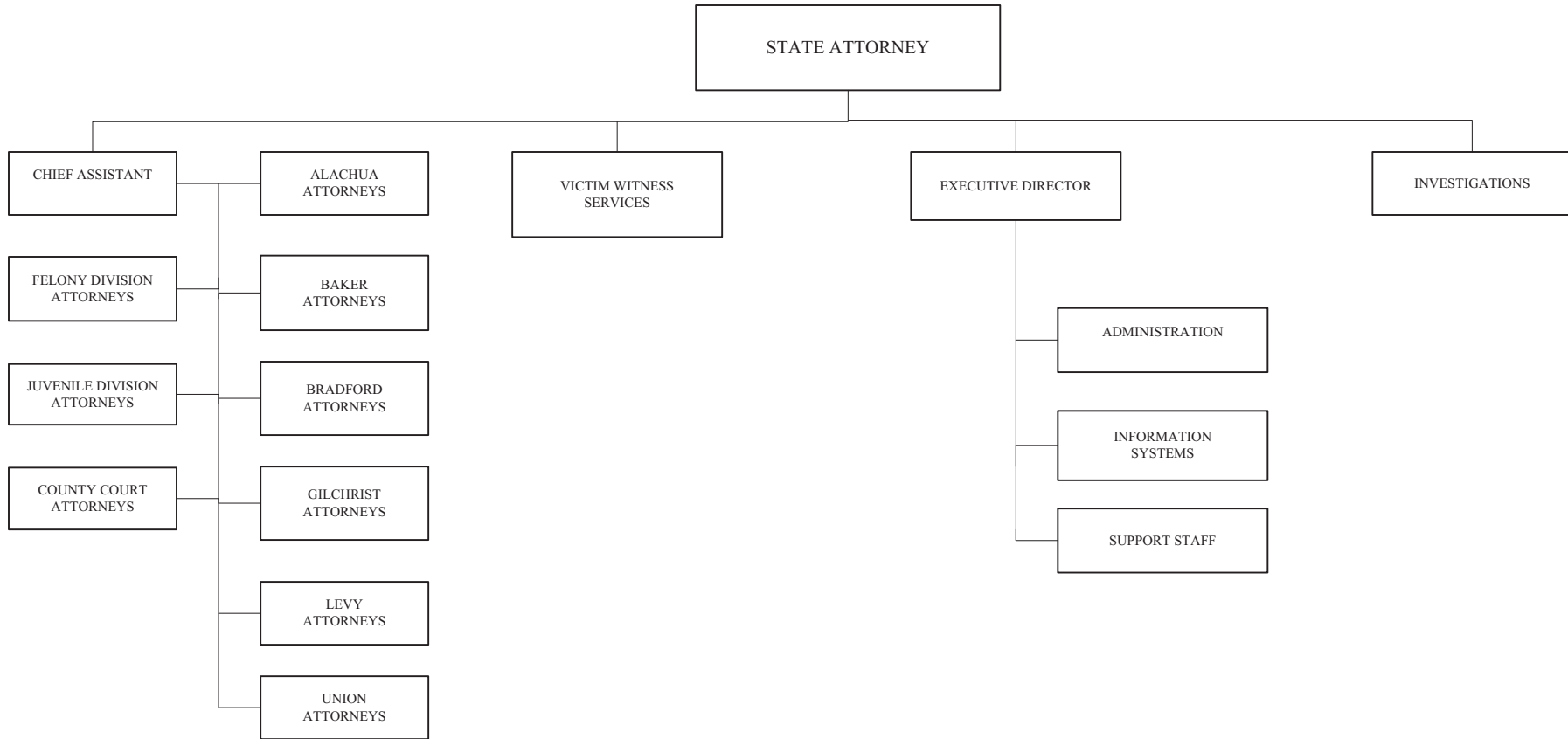
**Schedule X**  
**Organizational Structure**  
**Office of the State Attorney - Sixth Judicial Circuit**  
**Effective July 1, 2014**

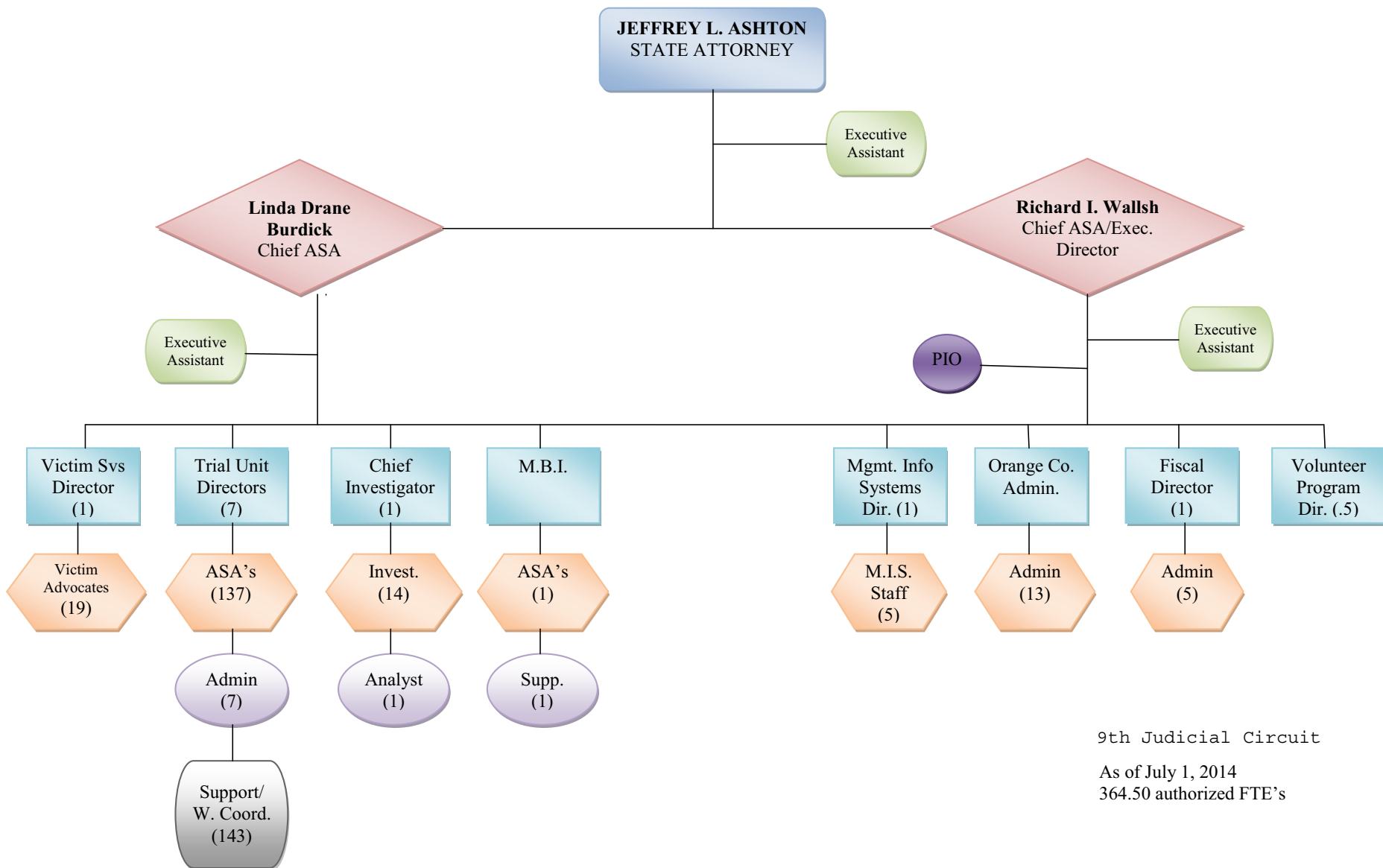






WILLIAM P. CERVONE  
STATE ATTORNEY  
ORGANIZATIONAL FLOW CHART

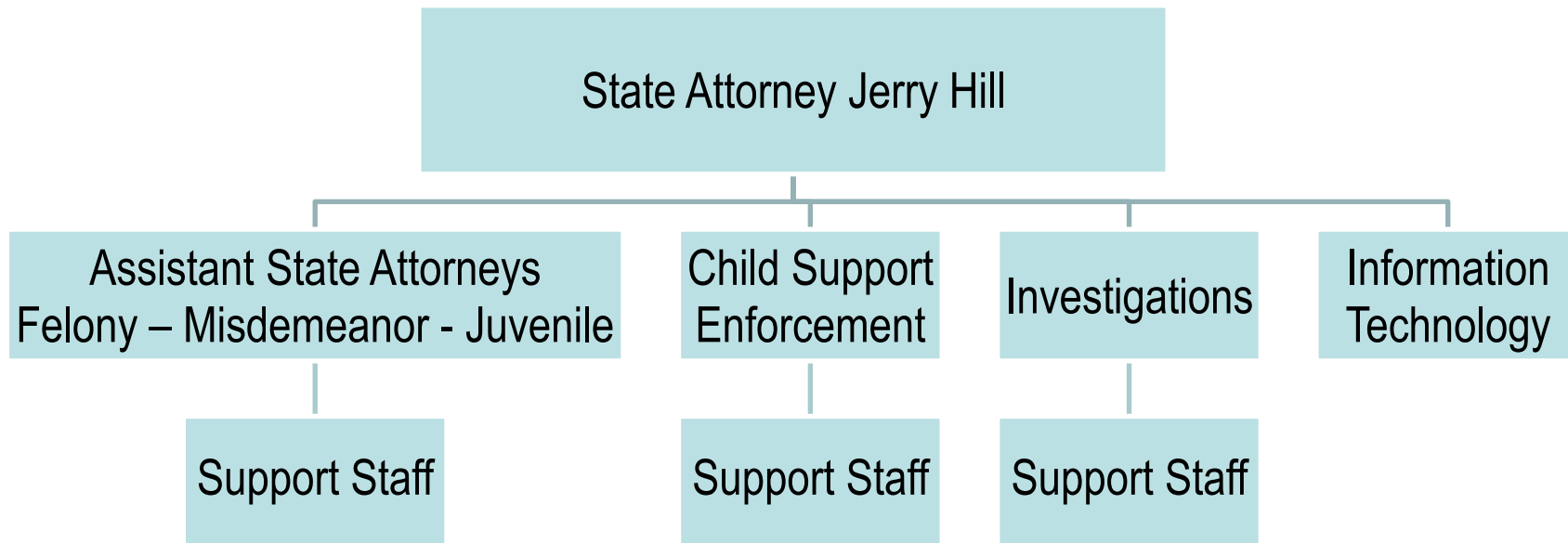




9th Judicial Circuit

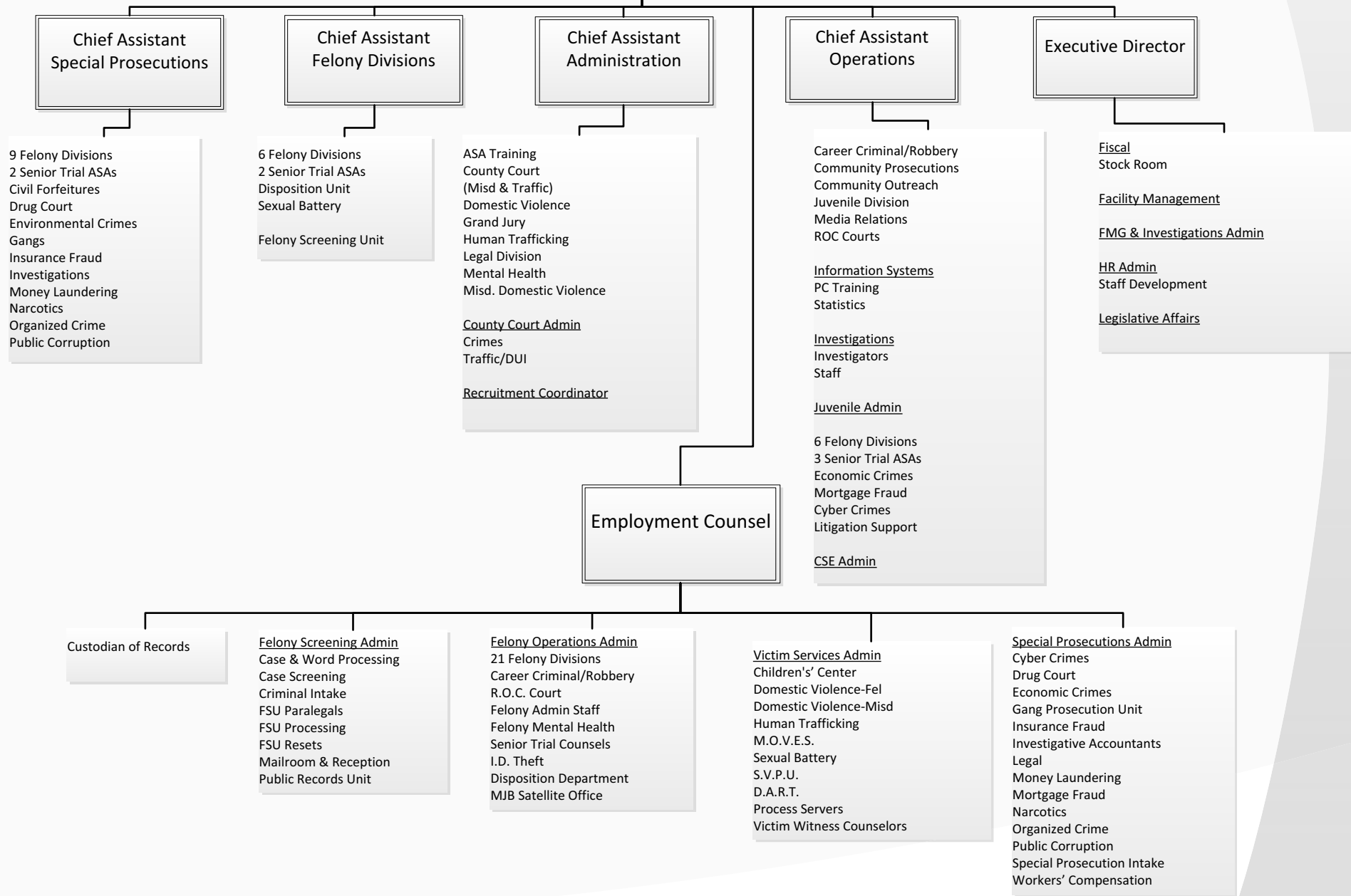
As of July 1, 2014  
364.50 authorized FTE's

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

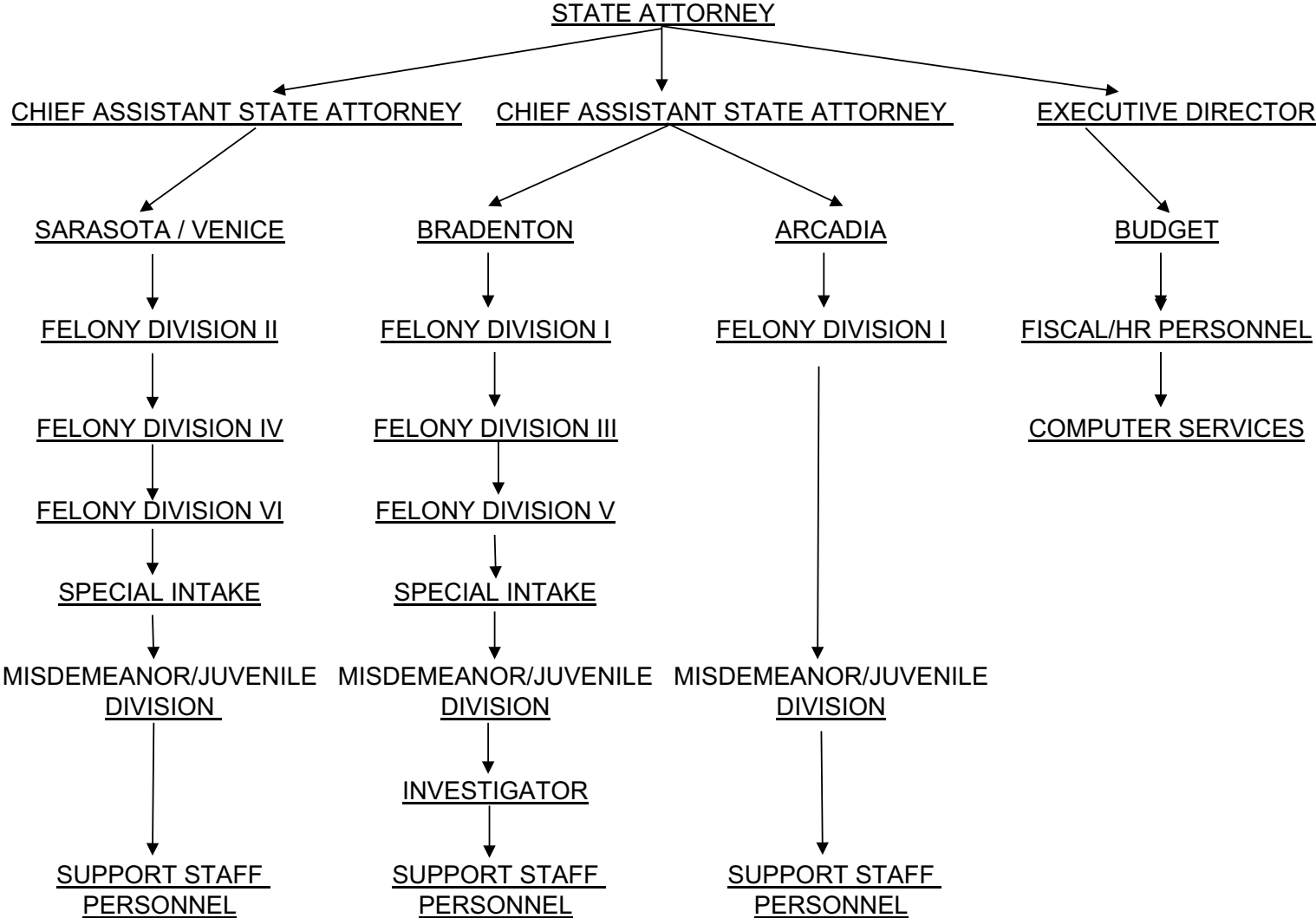


**Office of the State Attorney**  
 Eleventh Judicial Circuit  
 Staff Organizational Chart  
 July 1, 2014

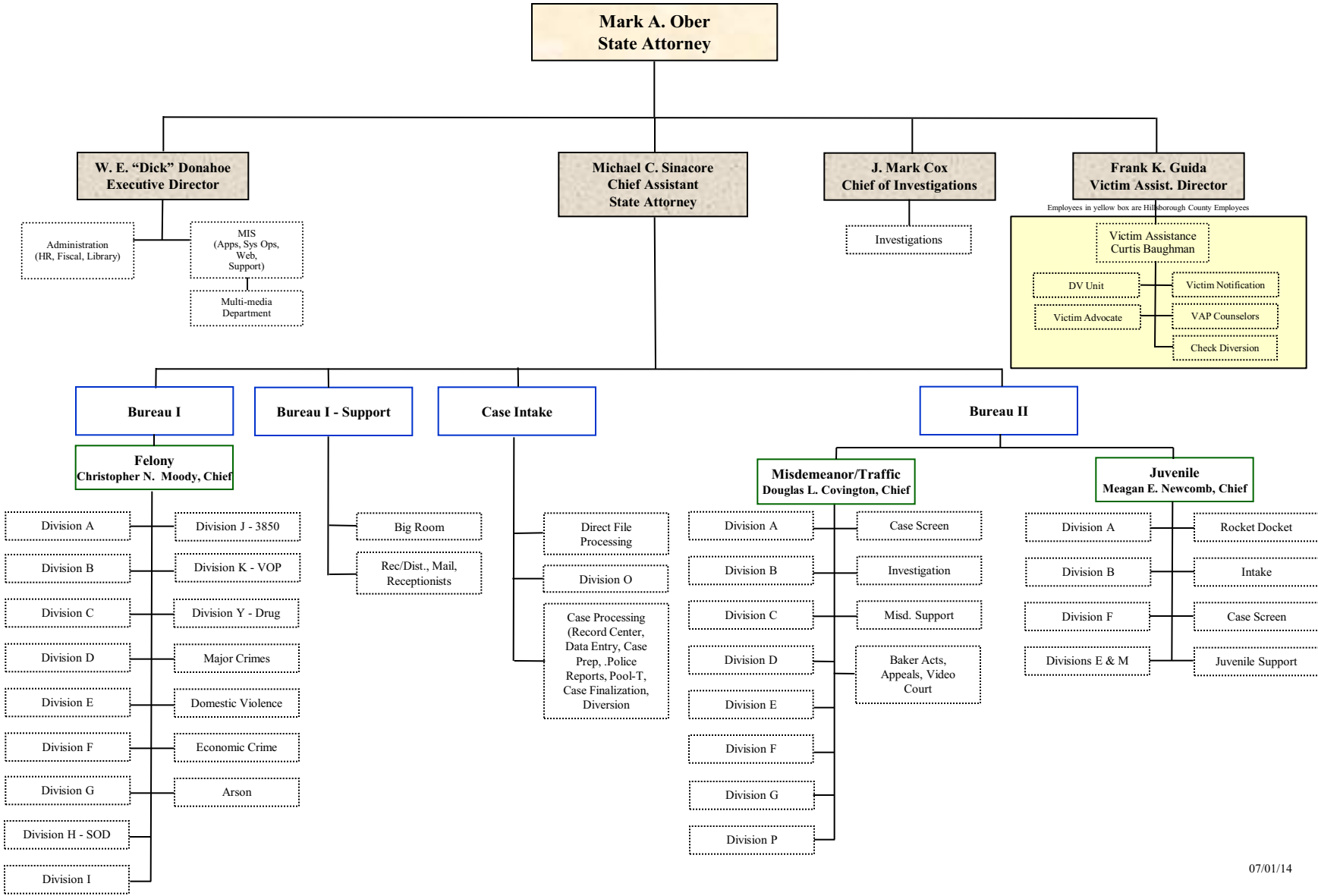
**KATHERINE FERNANDEZ RUNDLE**  
 STATE ATTORNEY



OFFICE OF THE STATE ATTORNEY - TWELFTH JUDICIAL CIRCUIT

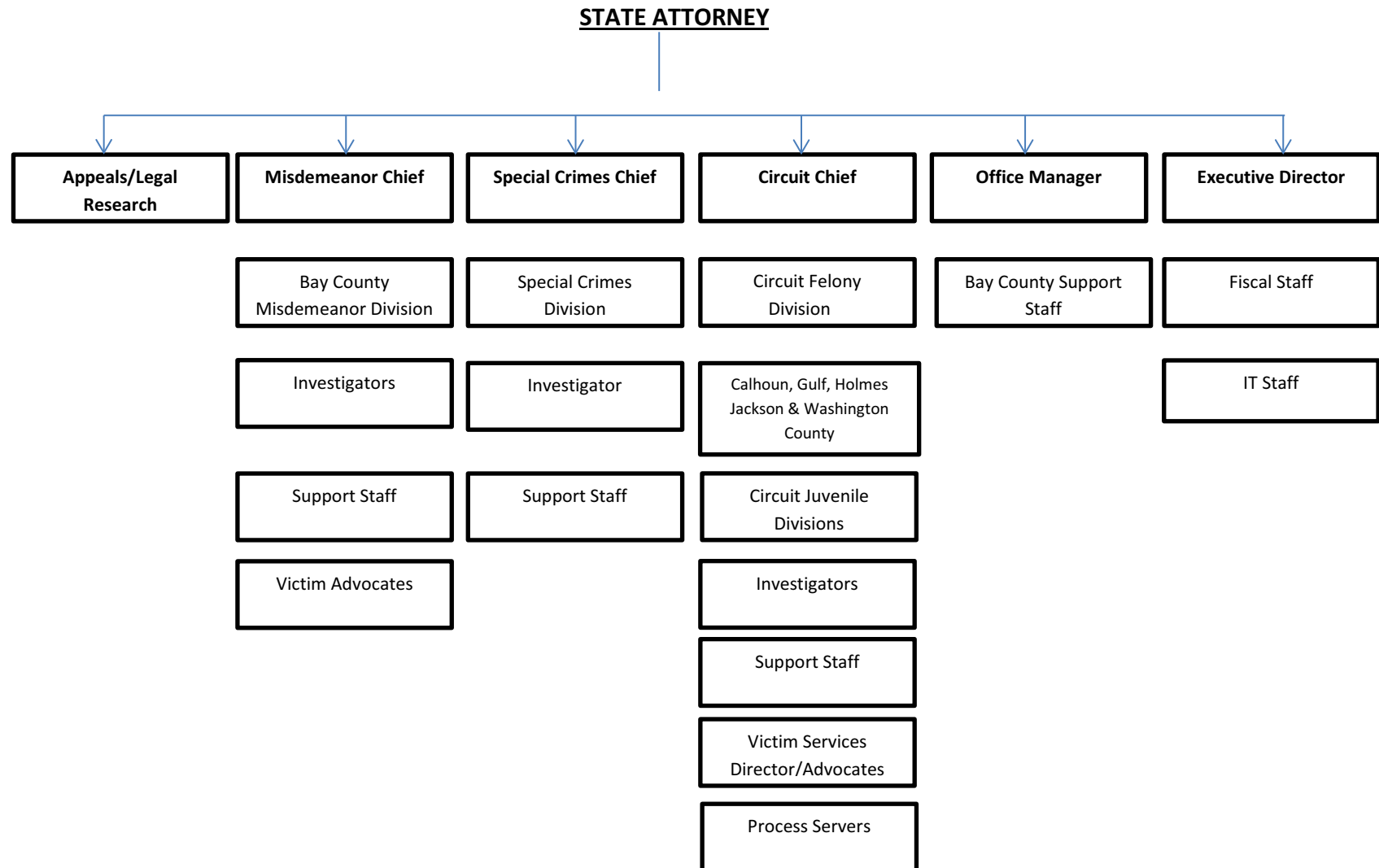


# OFFICE OF THE STATE ATTORNEY 13TH JUDICIAL DISTRICT



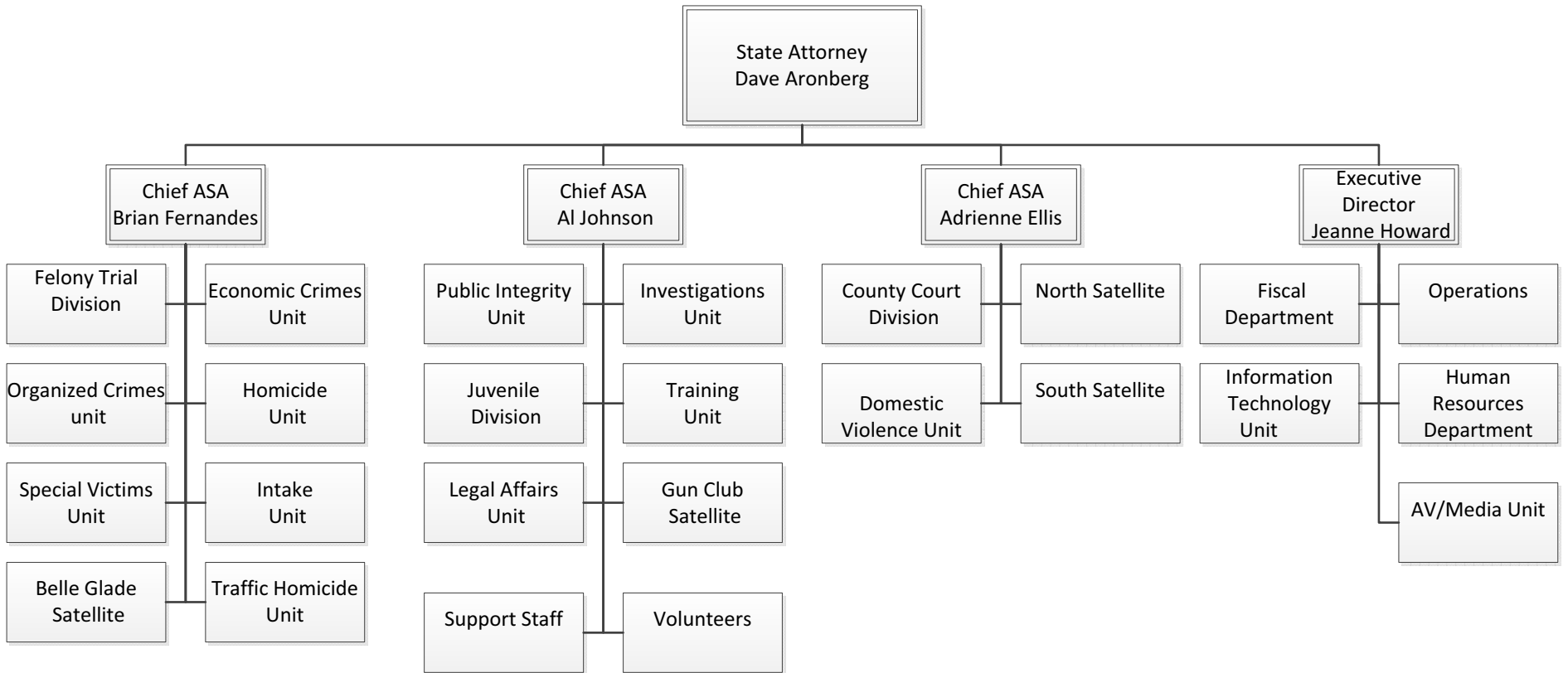
07/01/14

## OFFICE OF THE STATE ATTORNEY – FOURTEENTH JUDICIAL CIRCUIT





# STATE ATTORNEY 15<sup>TH</sup> CIRCUIT ORGANIZATIONAL CHART



State Attorney, Sixteenth Judicial Circuit  
Effective: July 1<sup>st</sup>, 2014

**Catherine Vogel**  
State Attorney

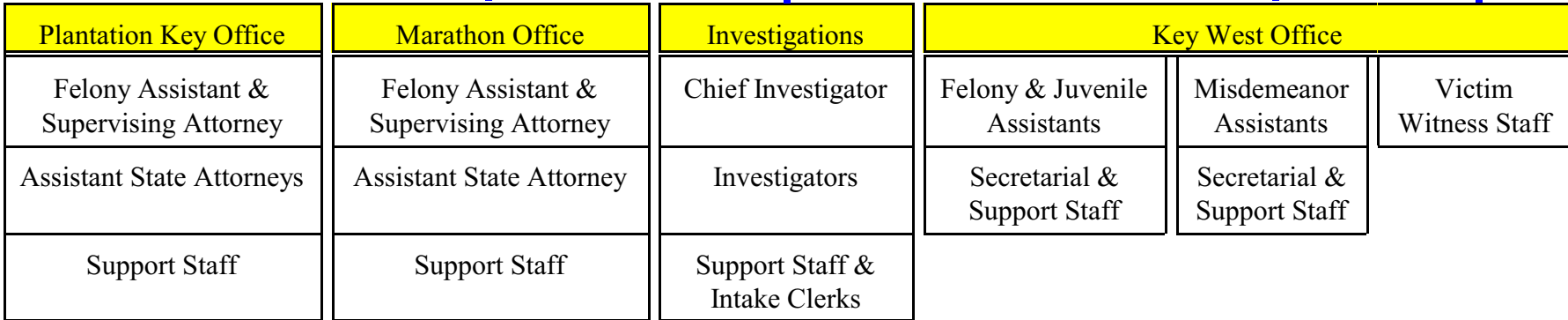
**Manney Madruga**  
Chief Assistant

Mark Kohl  
Executive Director

IT Staff

Sylvia Reams  
Executive Secretary

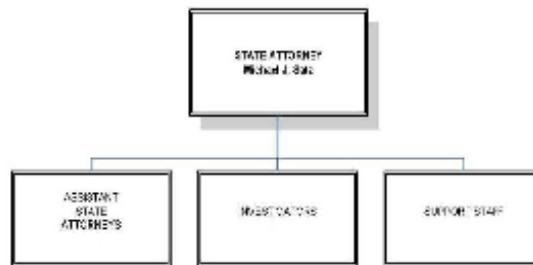
Fiscal Staff



Effective July 1, 2014



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**

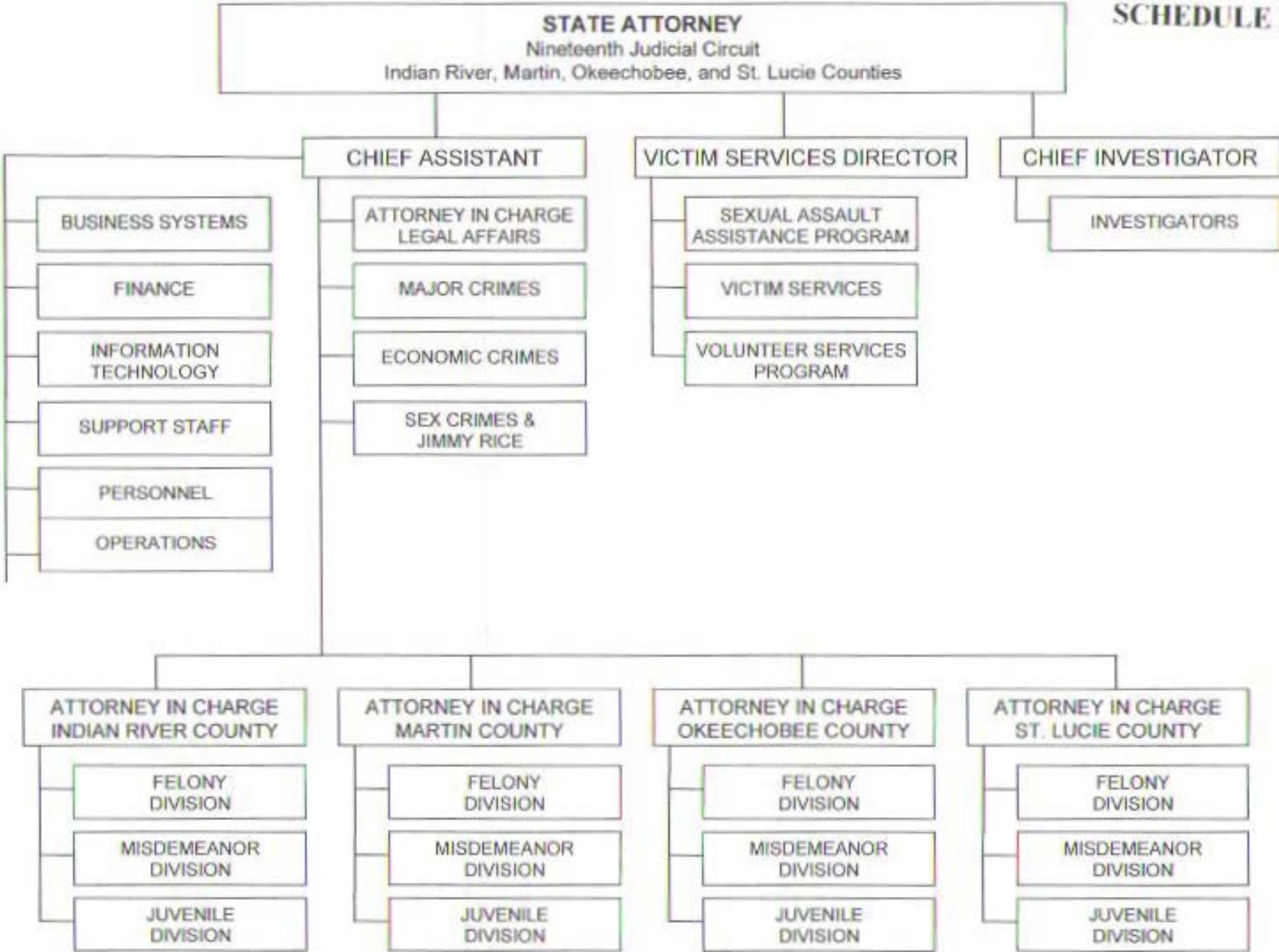
**ASSISTANT  
STATE  
ATTORNEYS**

**SUPPORT  
STAFF**

**Phil Archer  
State Attorney**

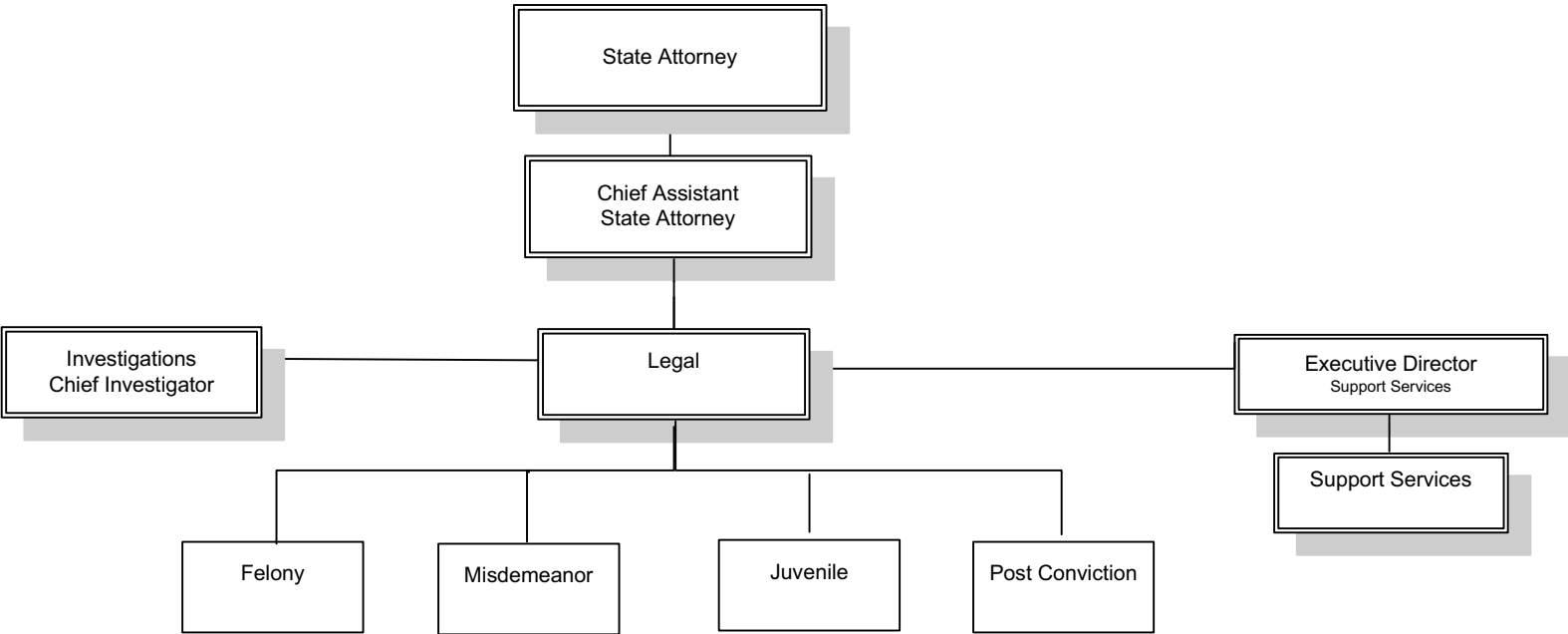
September 2014

**SCHEDULE X**



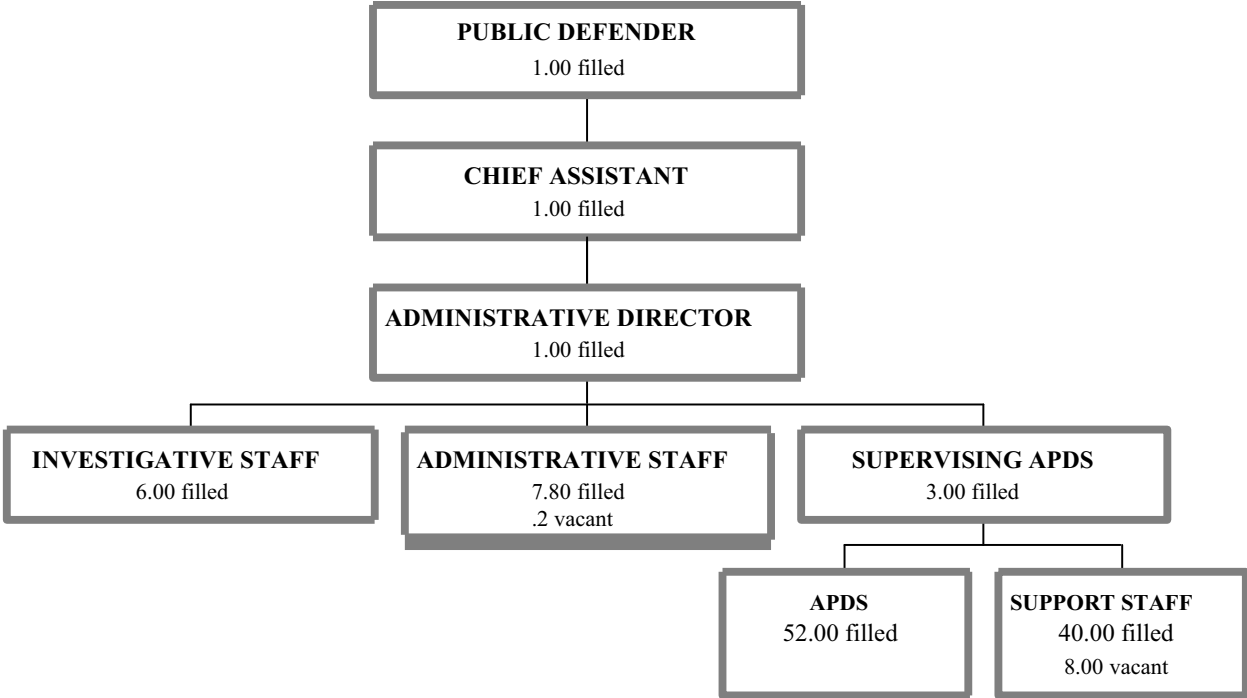
Updated 07/01/2014

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

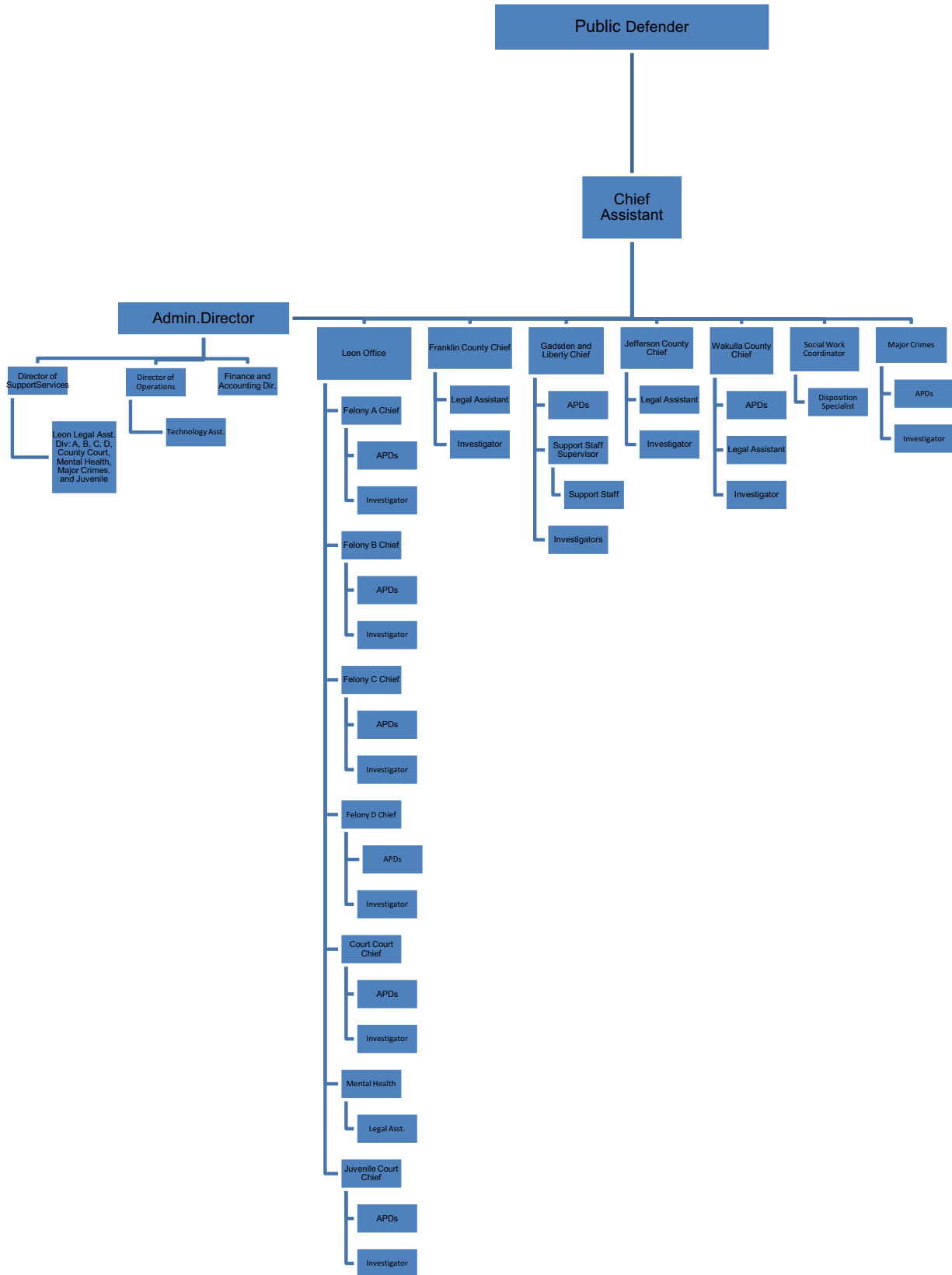


**OFFICE OF  
PUBLIC DEFENDER  
FIRST JUDICIAL CIRCUIT  
ORGANIZATIONAL CHART**

07/01/2014



Public Defender, 2nd Judicial Circuit - Organizational Chart





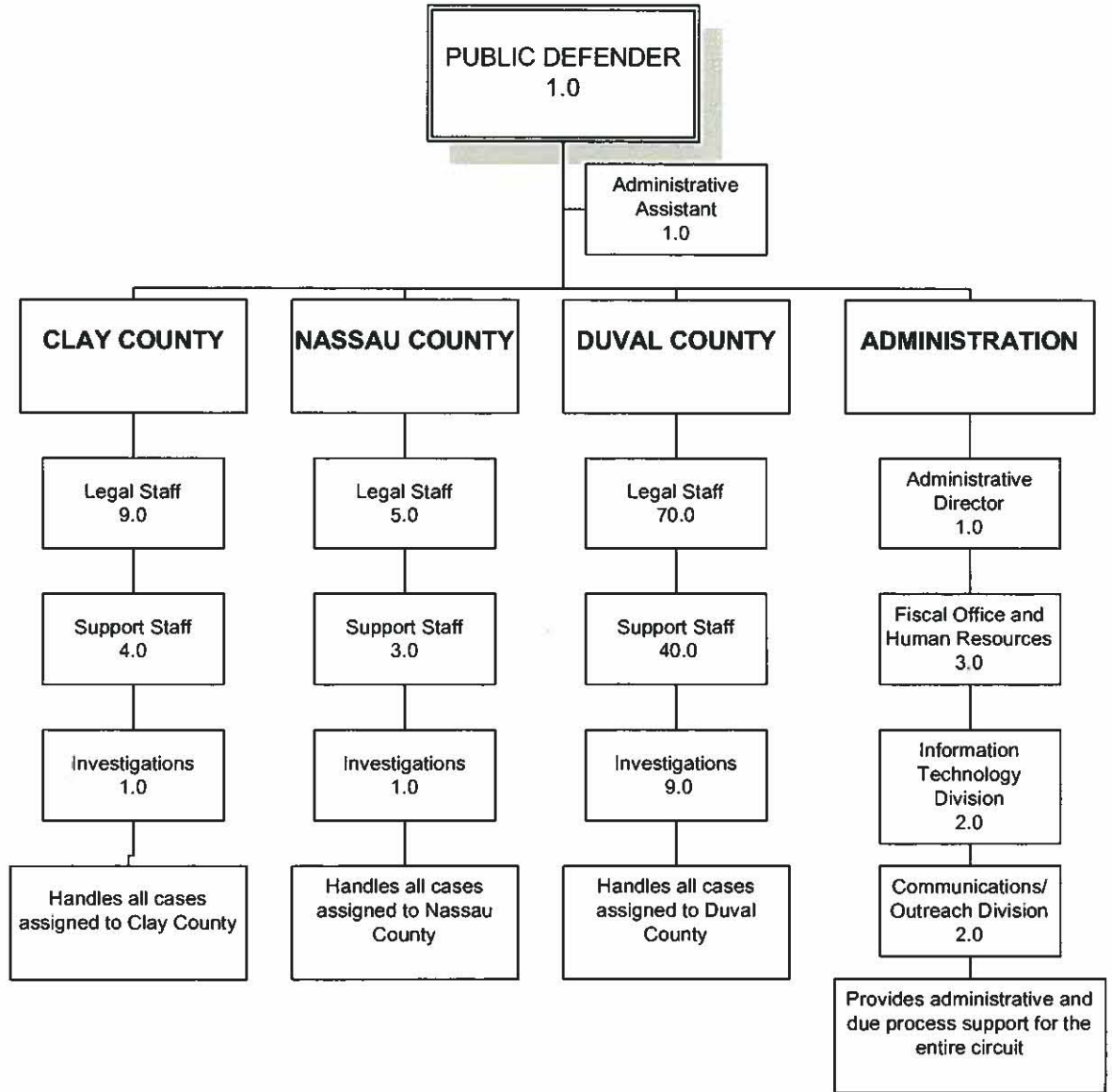
**ORGANIZATIONAL CHART**  
**M. BLAIR PAYNE, PUBLIC DEFENDER**  
**THIRD JUDICIAL CIRCUIT**

FTE:	30.50						FY 2014-15
			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.	ASST. P.D.	ASST. P.D.	ASST. P.D.	ASST. P.D.	ASST. P.D.	ASST. P.D.	ADMIN. DIRECTOR
7.00	1.00	2.00	1.50	1.00	3.00	3.00	1.00
SEC/SUPPORT					SEC/SUPPORT	SEC/SUPPORT	
4.00					2.00	1.00	
INVESTIGATOR IV					INVESTIGATOR IV	INVESTIGATOR IV	
1.00					1.00	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**

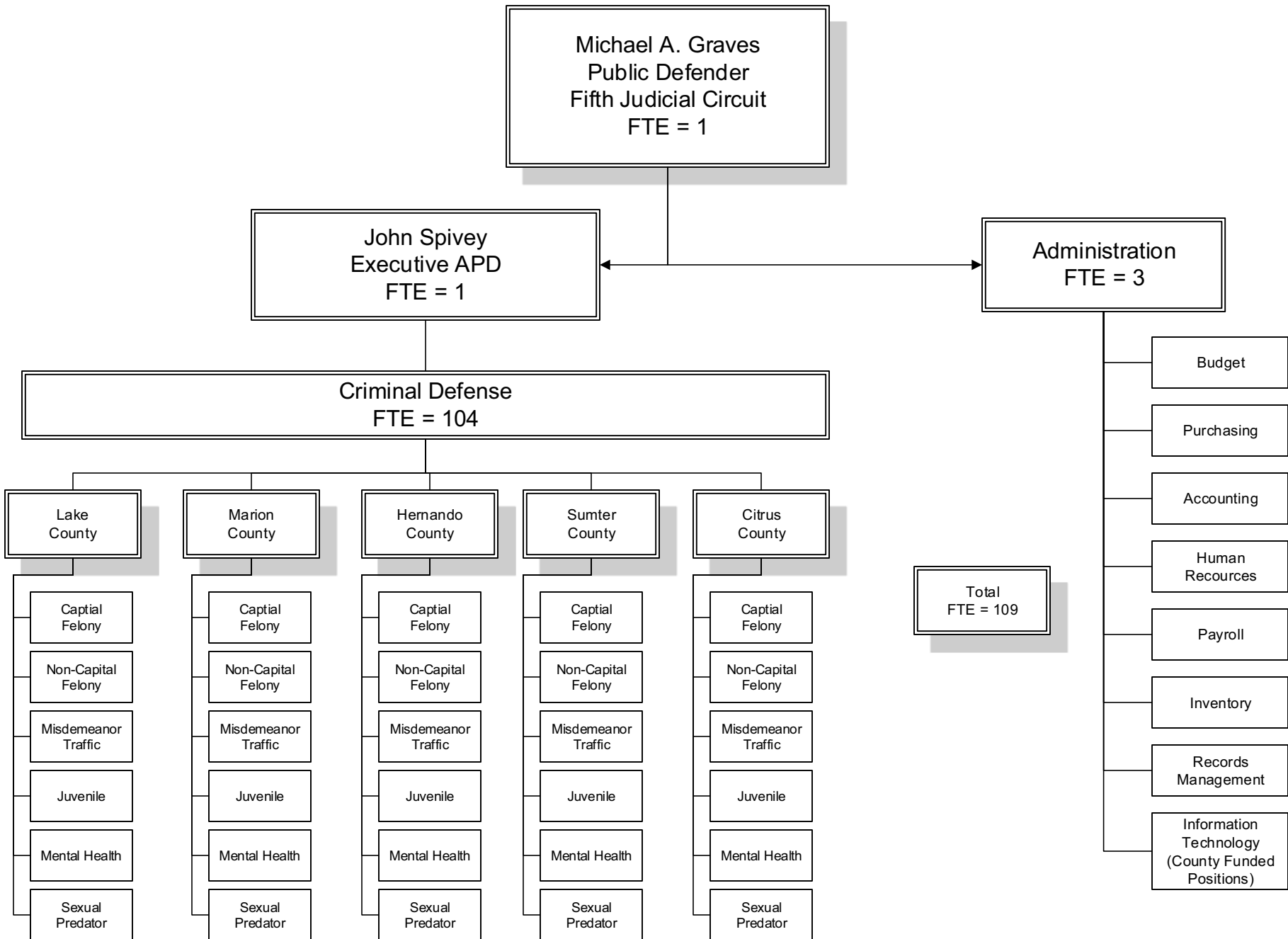
Office of the Public Defender, Fourth Judicial Circuit of Florida  
Matt Shirk, Public Defender

**FY 2014-15**  
**Total FTE's: 151**



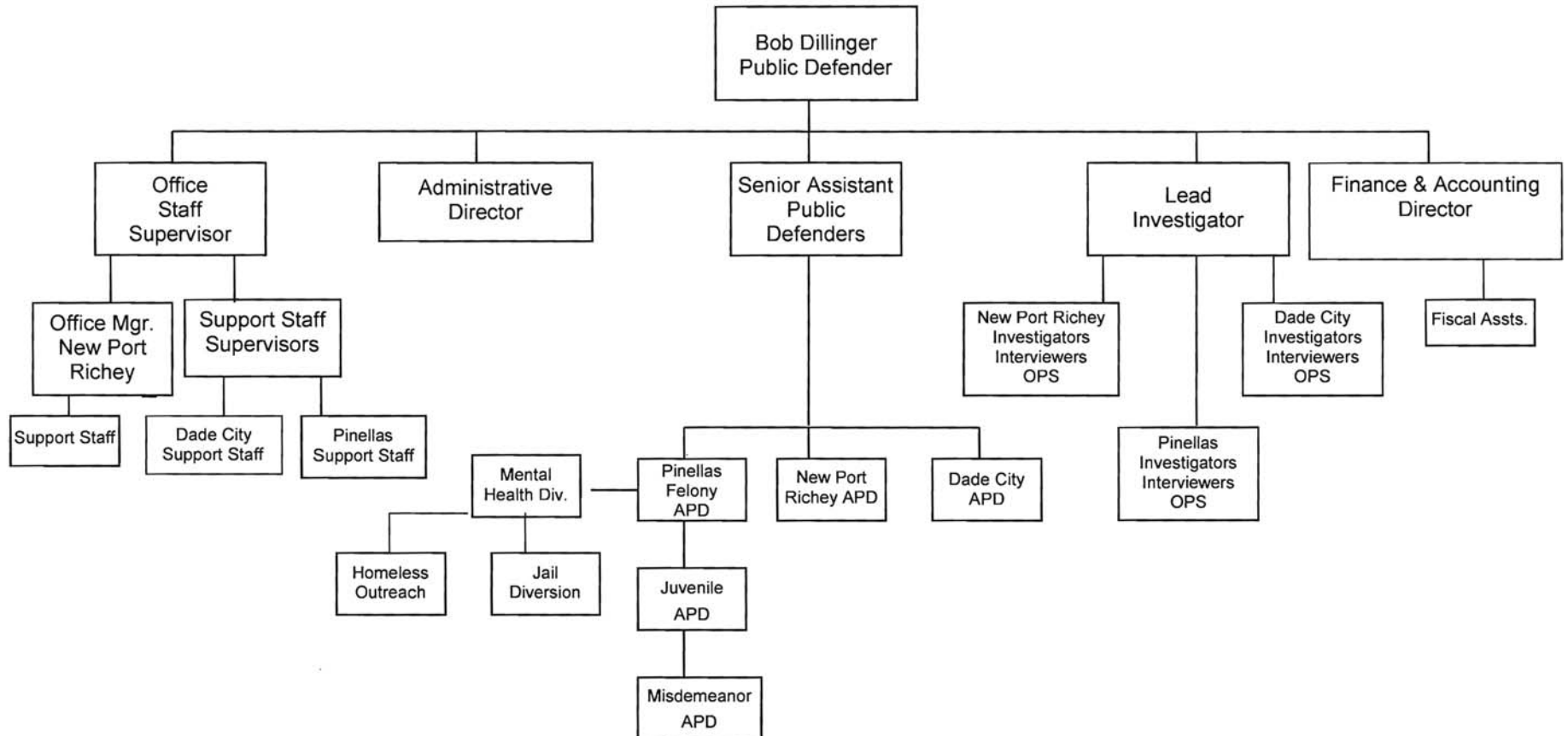
# 2014/2015 Fiscal Year

As of July 1, 2014



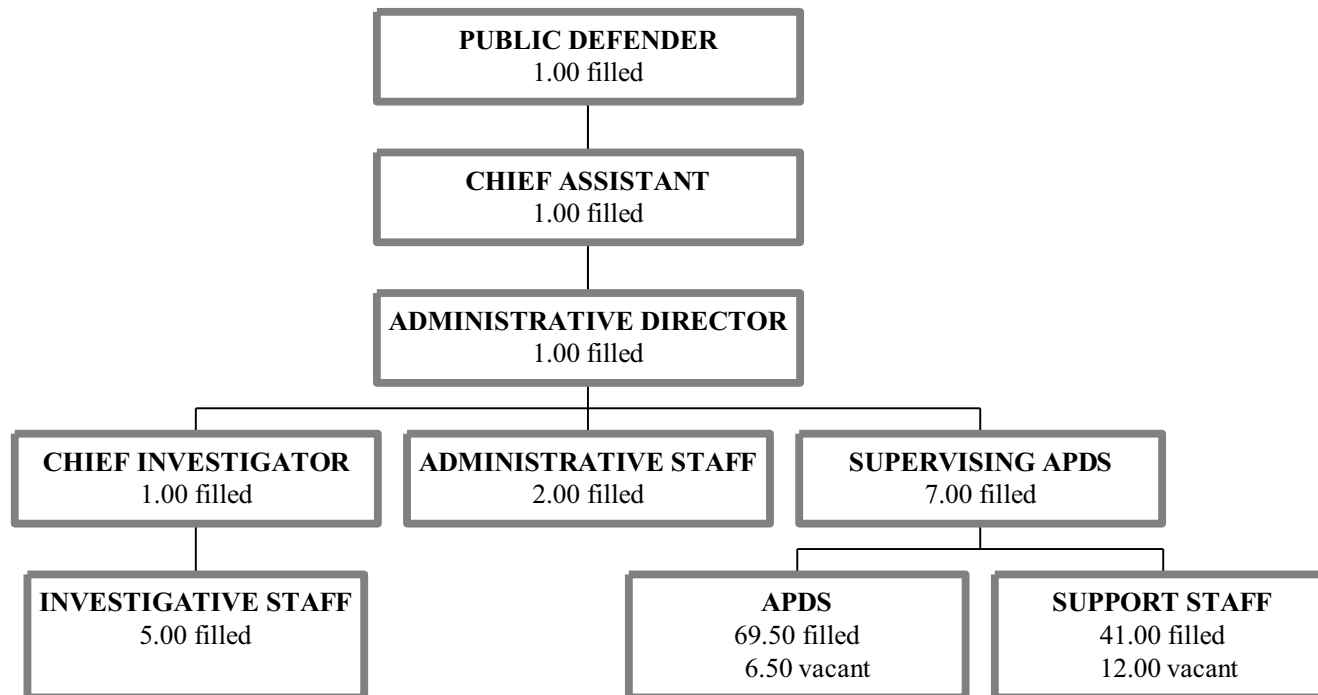
# Organizational Chart

July 1, 2014

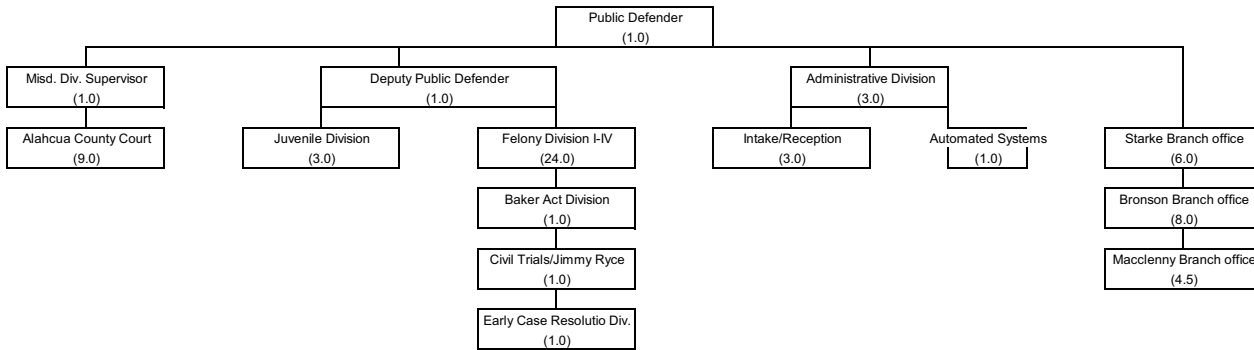


# OFFICE OF PUBLIC DEFENDER SEVENTH JUDICIAL CIRCUIT ORGANIZATIONAL CHART

07/01/2014



**PUBLIC DEFENDER, 8TH CIRCUIT  
ORGANIZATIONAL CHART AS OF JULY 1, 2014 (67.5 FTE)**



**AUTHORITY AND DESCRIPTION OF DUTIES**

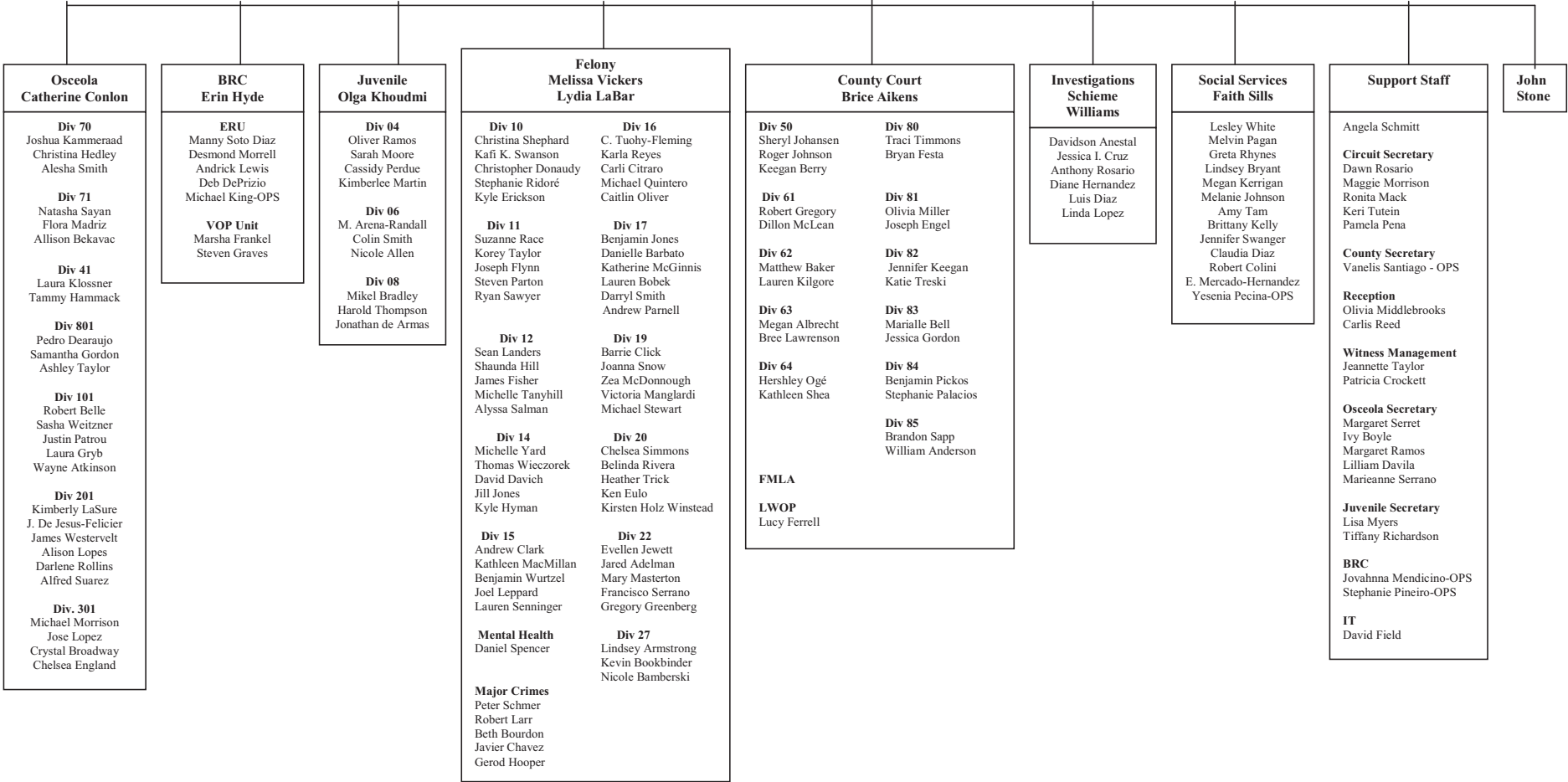
Section 27.50, Florida Statutes, provides that there shall be a Public Defender for each of the judicial circuits of the State who shall be elected at the general election by the qualified electors of the circuit. The duties of the Public Defender as prescribed by Chapter 27, Part III, Florida Statutes, 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**

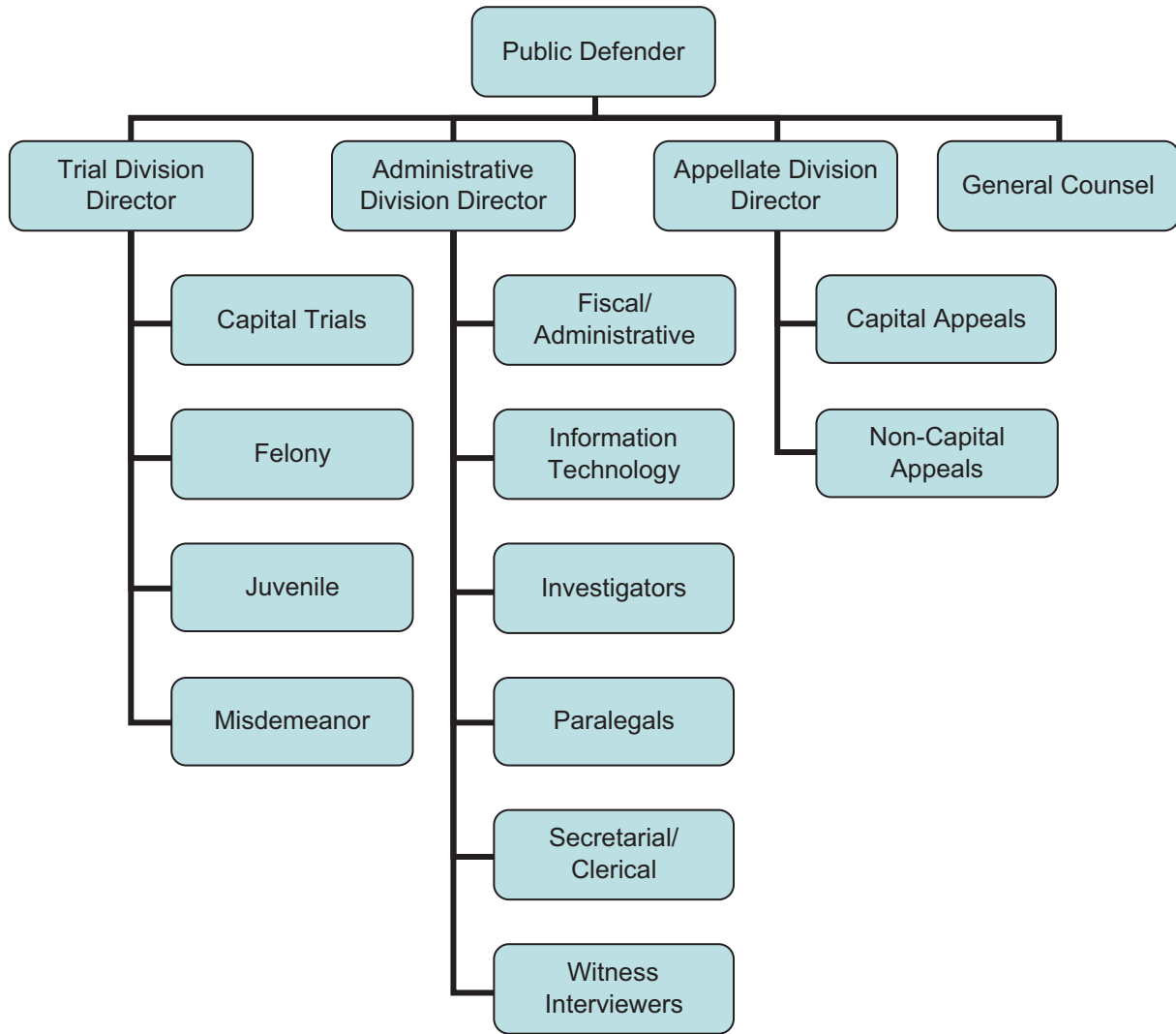
**Chief Asst. Public  
Defender  
Eileen Forrester**

**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, 2014)



Trials 115 FTEs  
Appeals 50 FTEs



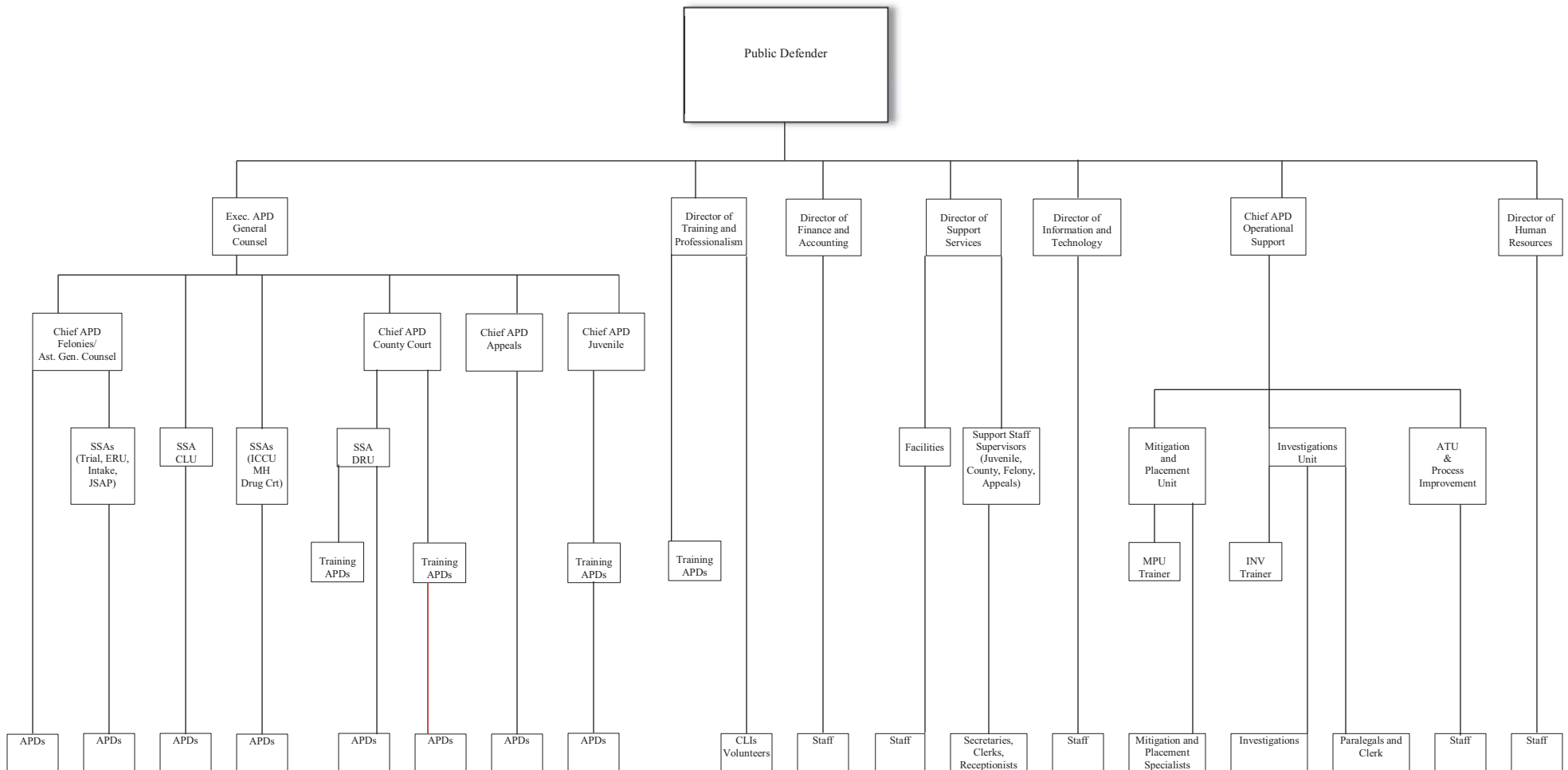


**LAW OFFICES OF THE PUBLIC DEFENDER**  
Eleventh Judicial Circuit of Florida

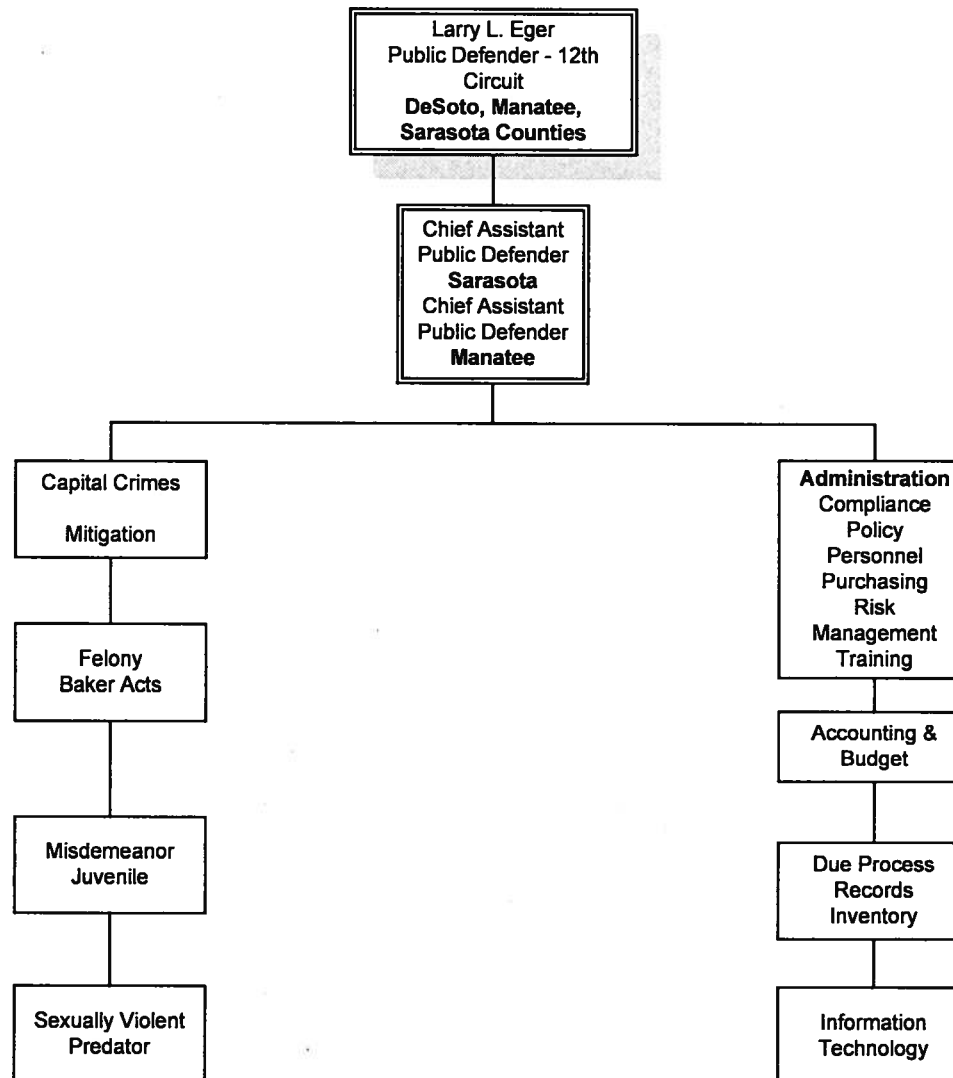


Revised: July 1, 2014

**Organizational Chart**

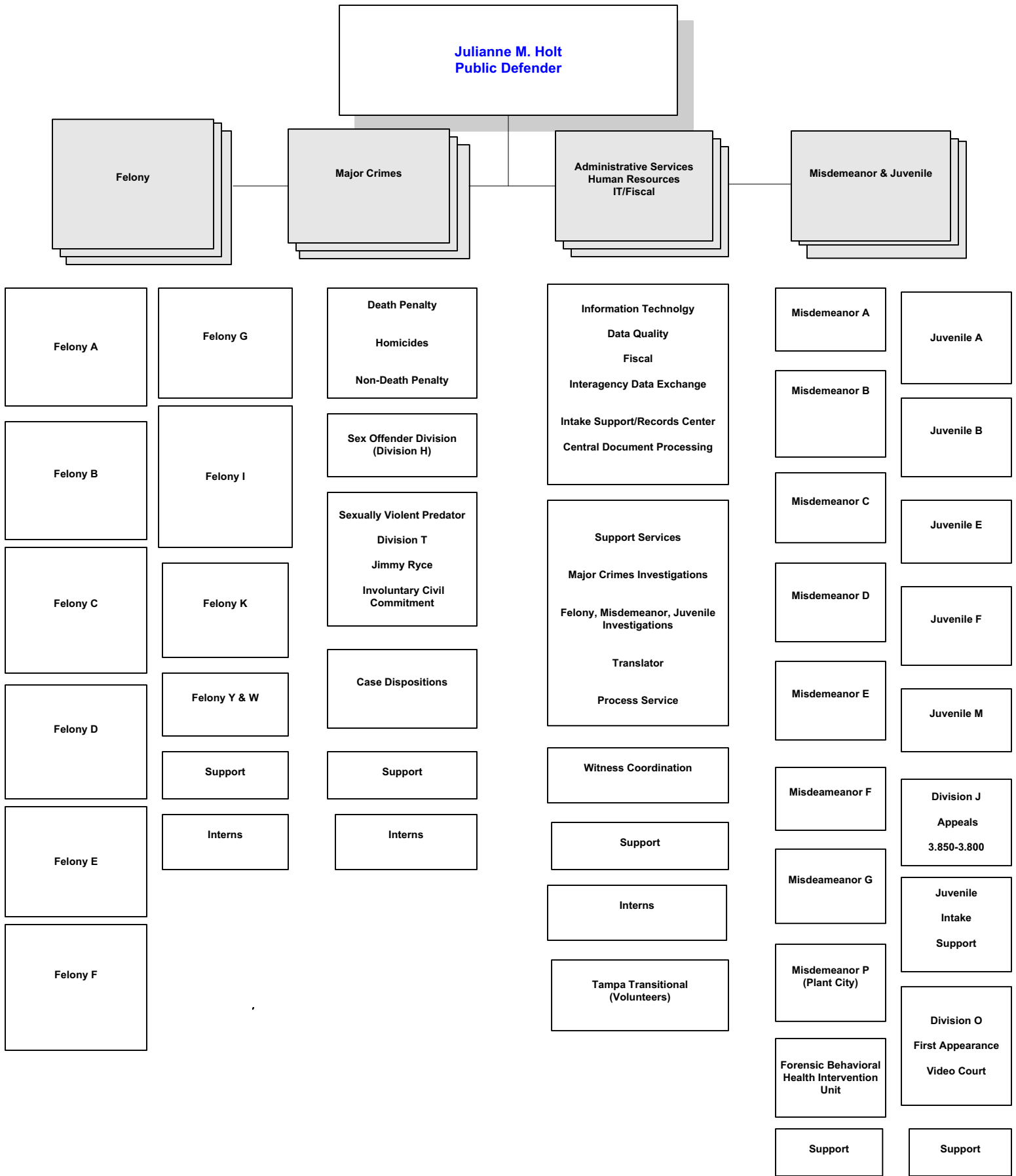


**Office of the  
Public Defender  
Twelfth Judicial  
Circuit  
June 30, 2014**

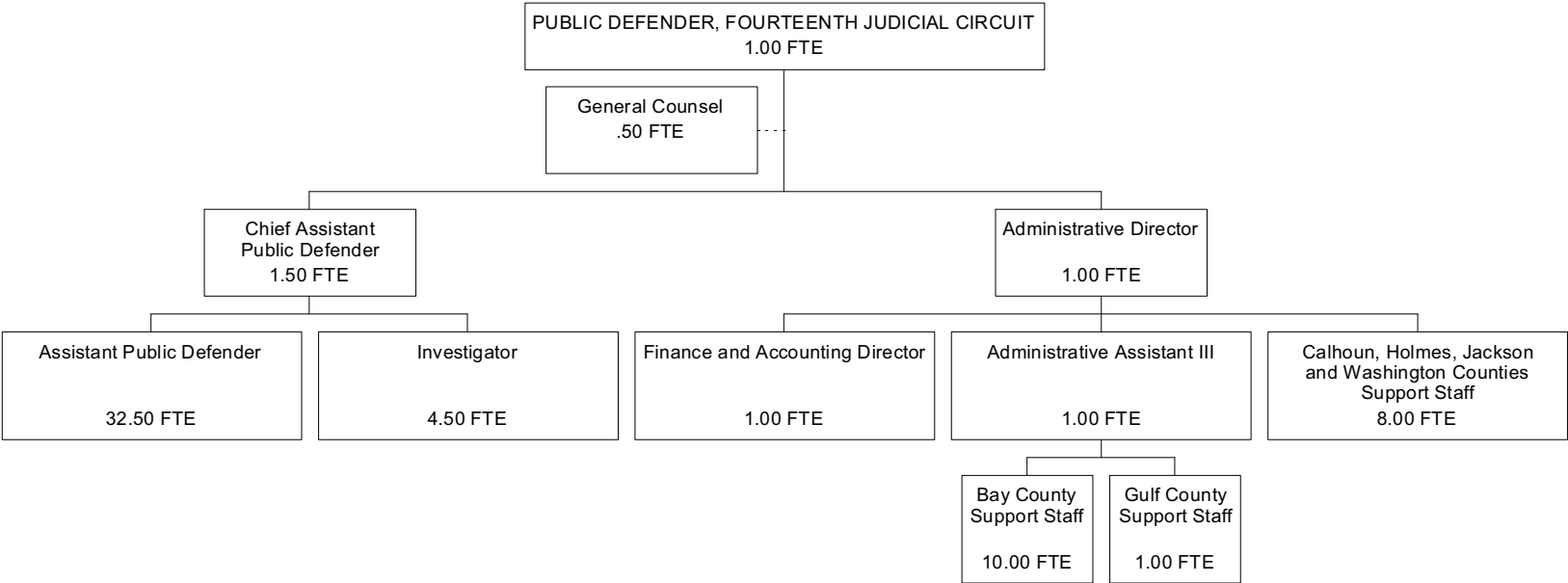


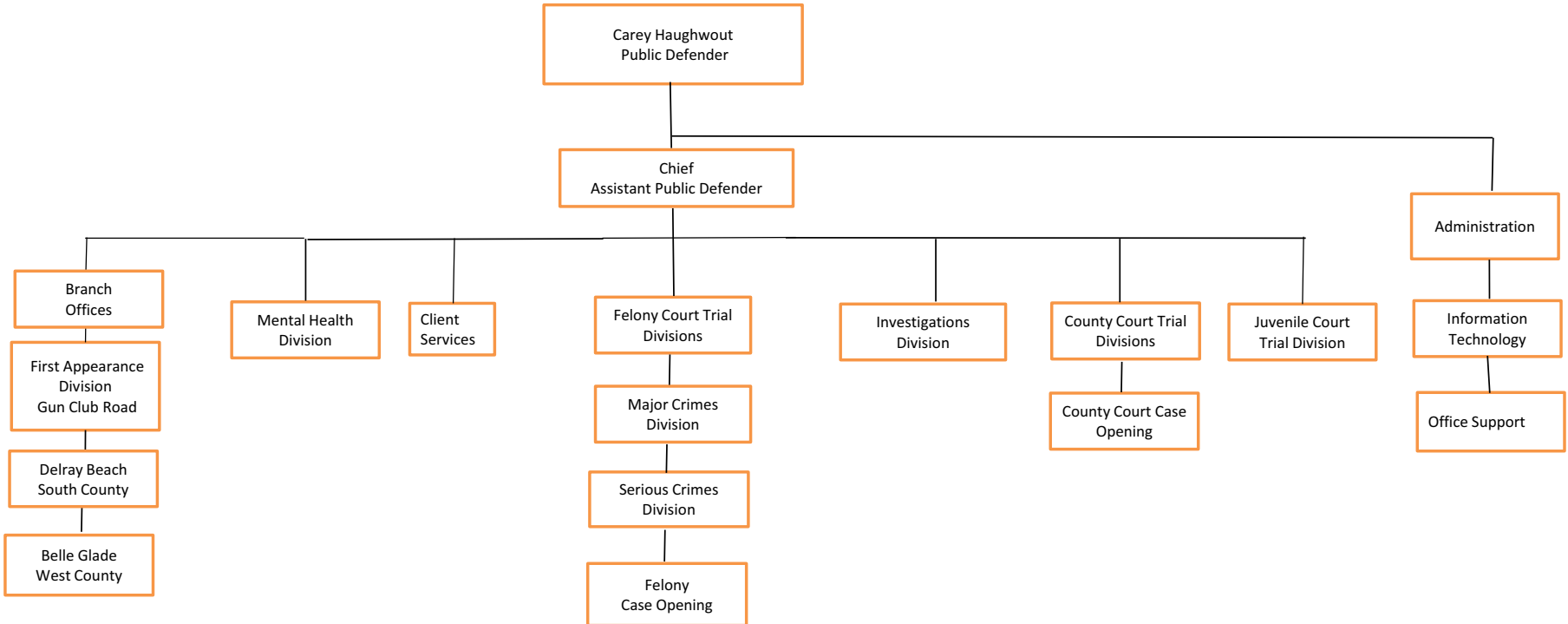
**97.5 FTE Positions  
Appropriated**

**Julianne M. Holt  
Public Defender**



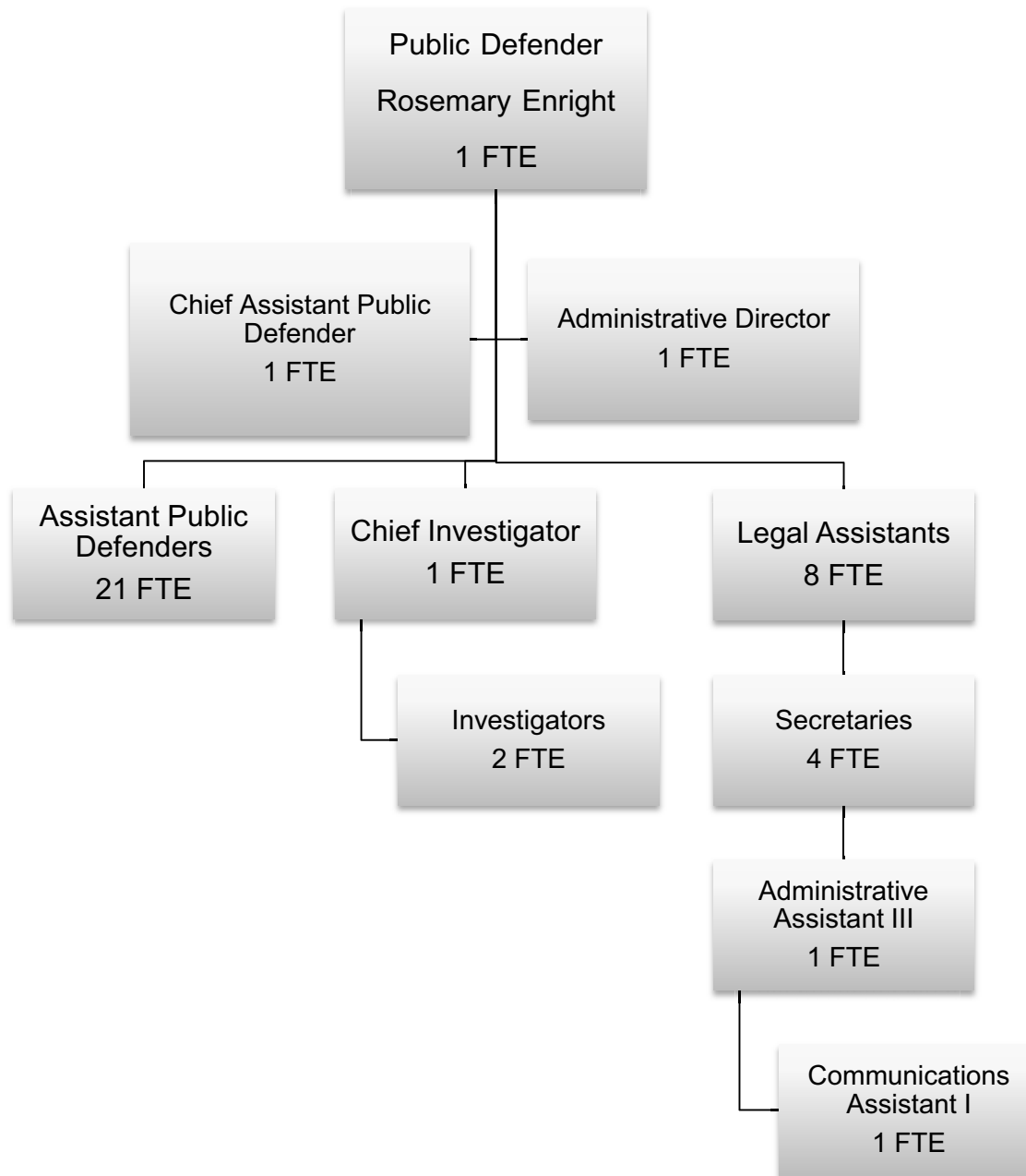
**OFFICE OF PUBLIC DEFENDER  
FOURTEENTH JUDICIAL CIRCUIT  
APPROVED FTE: 62.00**

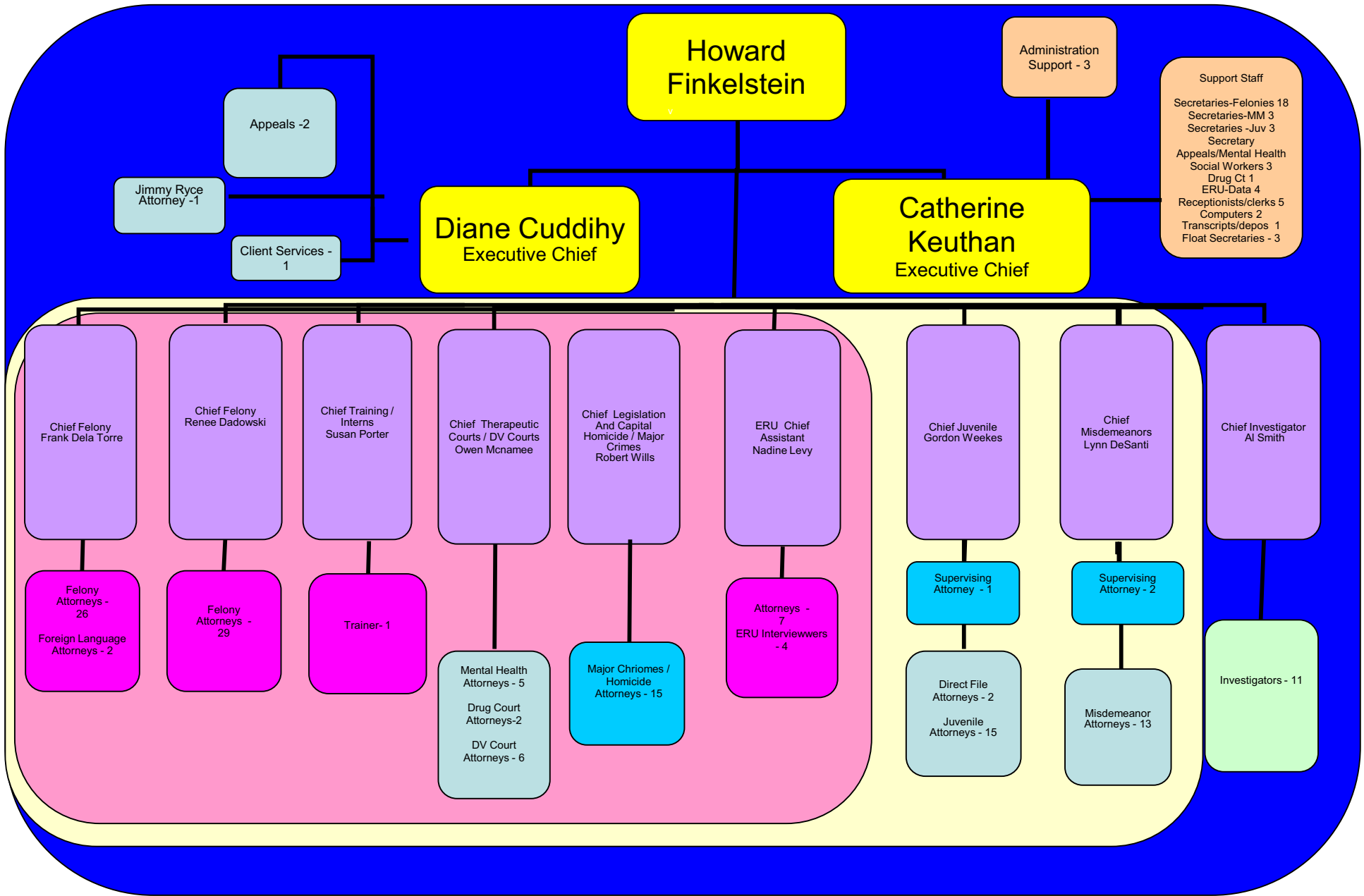




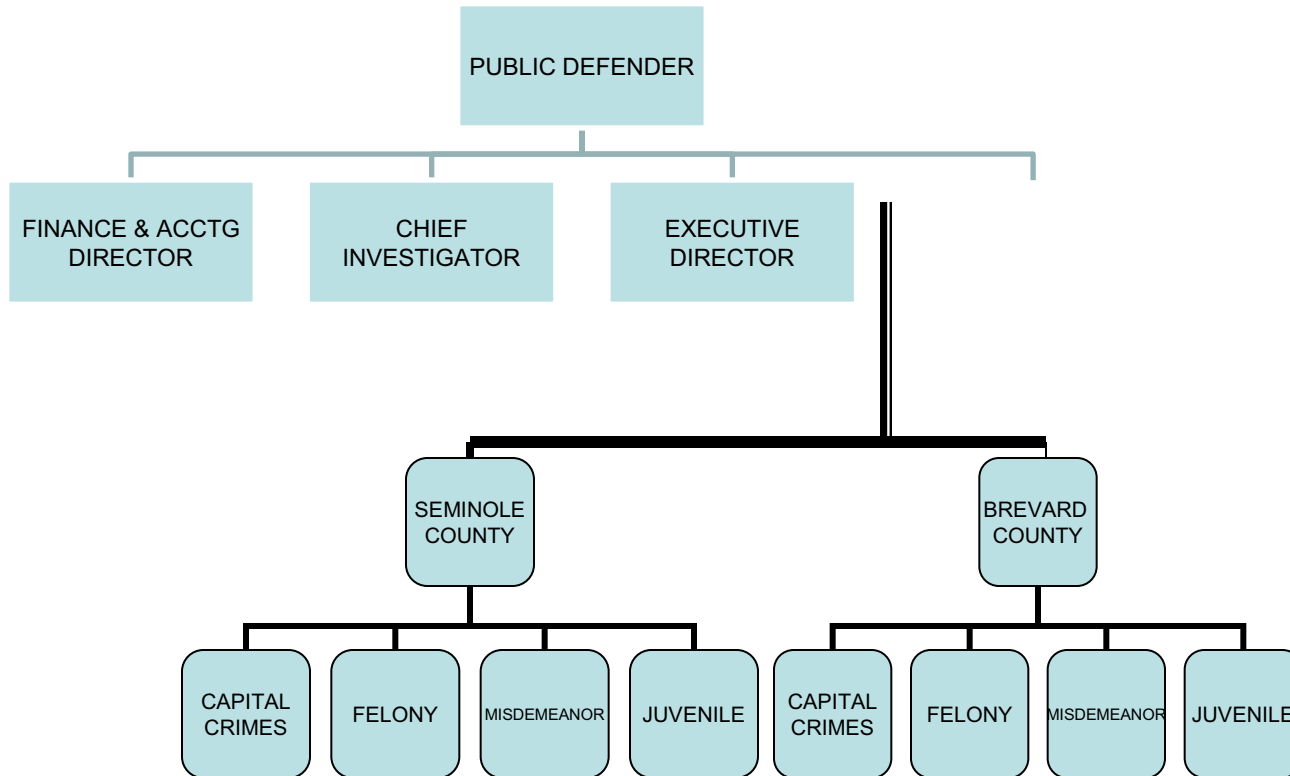
**PUBLIC DEFENDER'S OFFICE, 15TH JUDICIAL**  
**189.00 FTE POSITIONS STATE FUNDED**  
 Effective July 1, 2014

Office of the Public Defender  
Sixteenth Judicial Circuit  
July 1, 2014



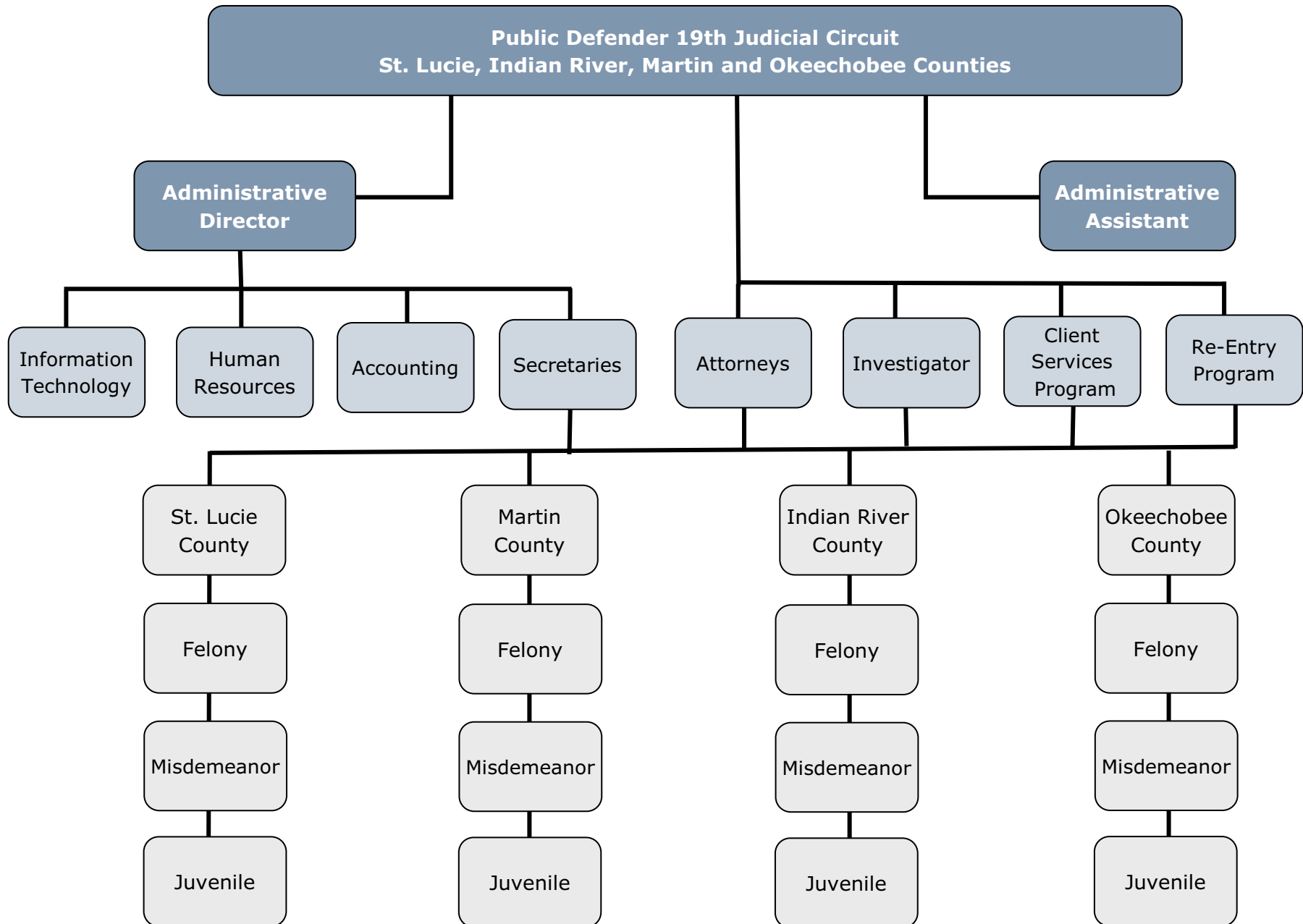


# PUBLIC DEFENDER, EIGHTEENTH JUDICIAL CIRCUIT

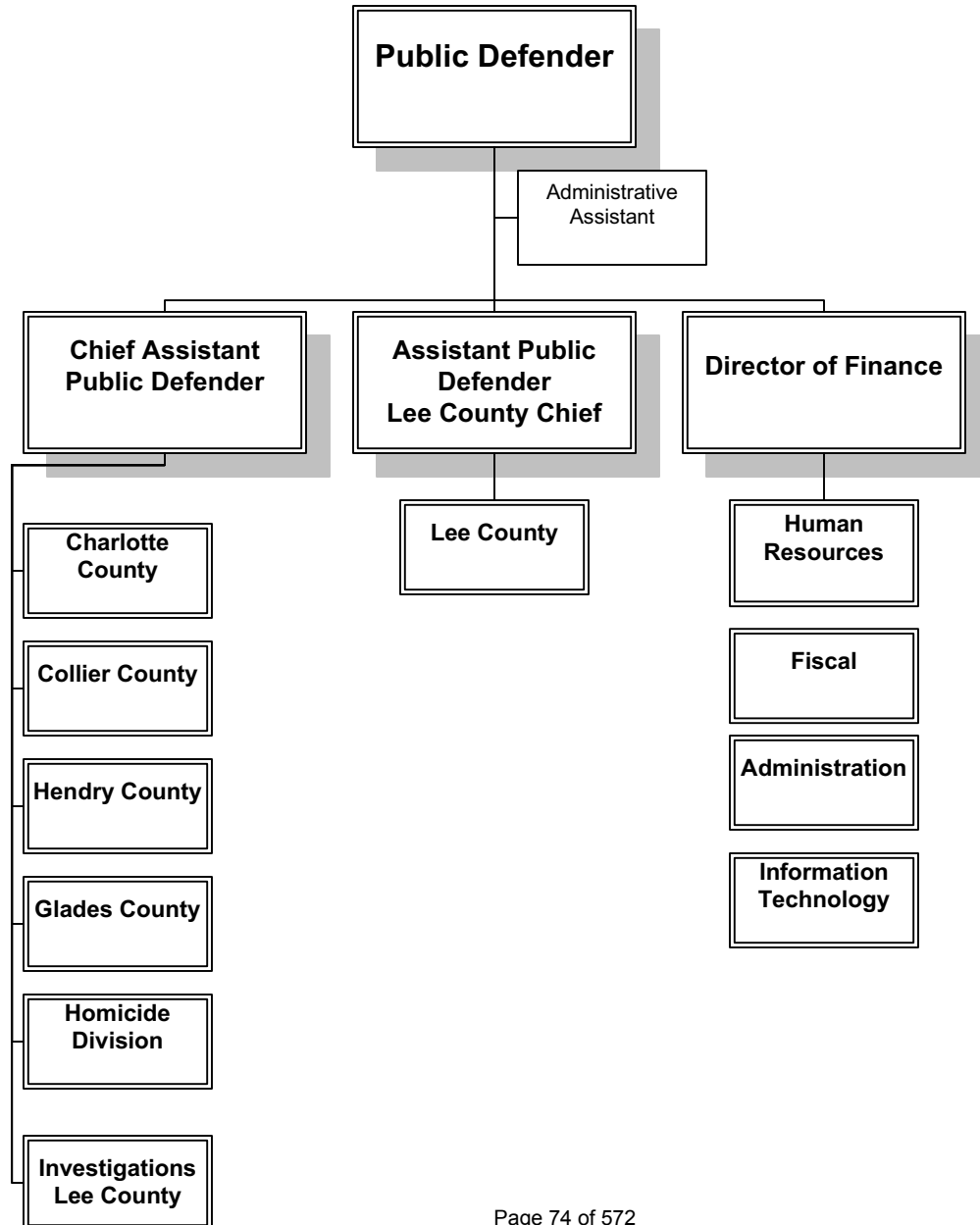


**119 FTE POSITIONS STATE FUNDED**



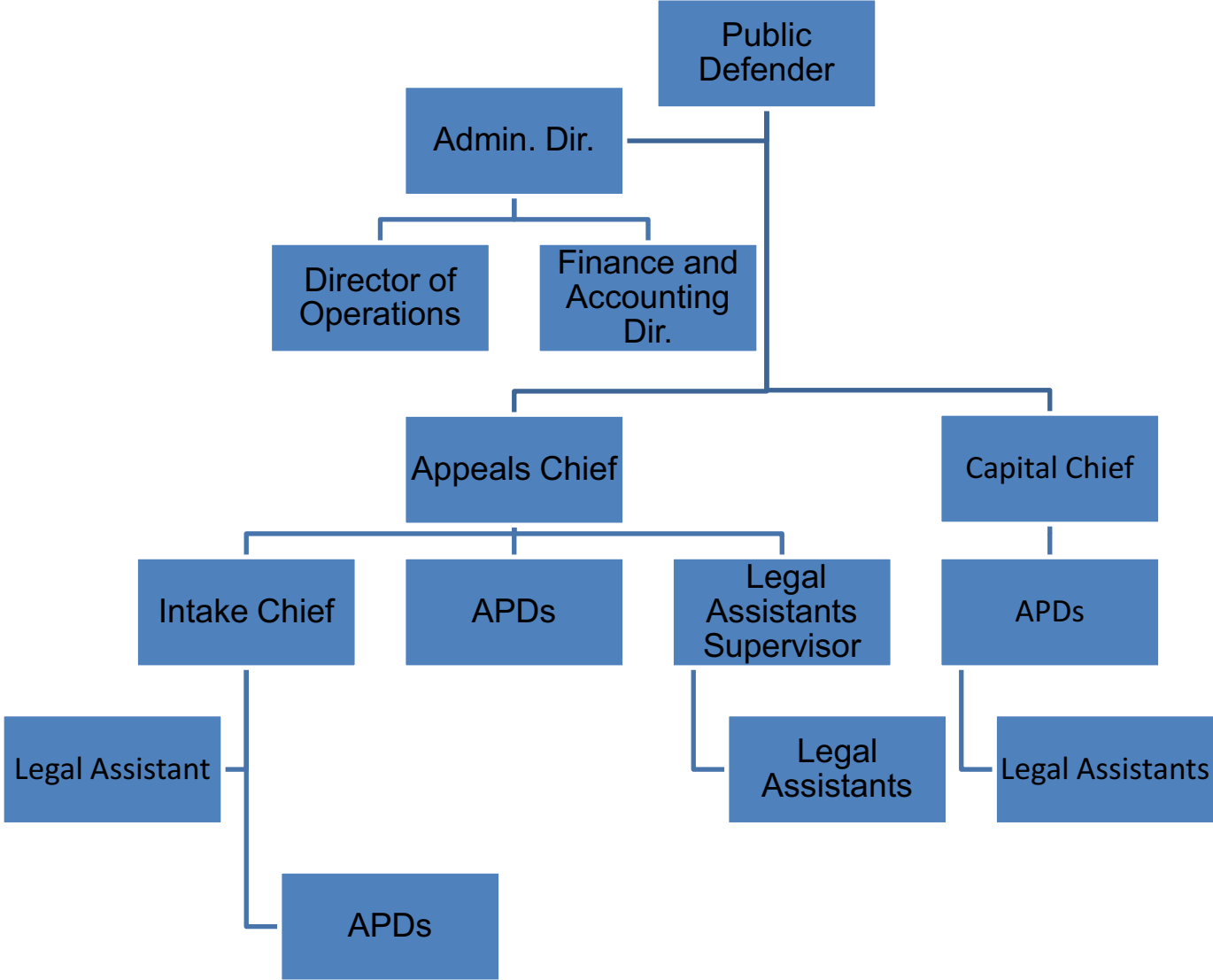


**Law Offices of Kathleen A. Smith  
Public Defender – 20<sup>th</sup> Judicial Circuit  
Organization Chart  
As of July 1, 2014**



**Authorized FTEs 138.0**

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



Carey Haughwout  
Public Defender

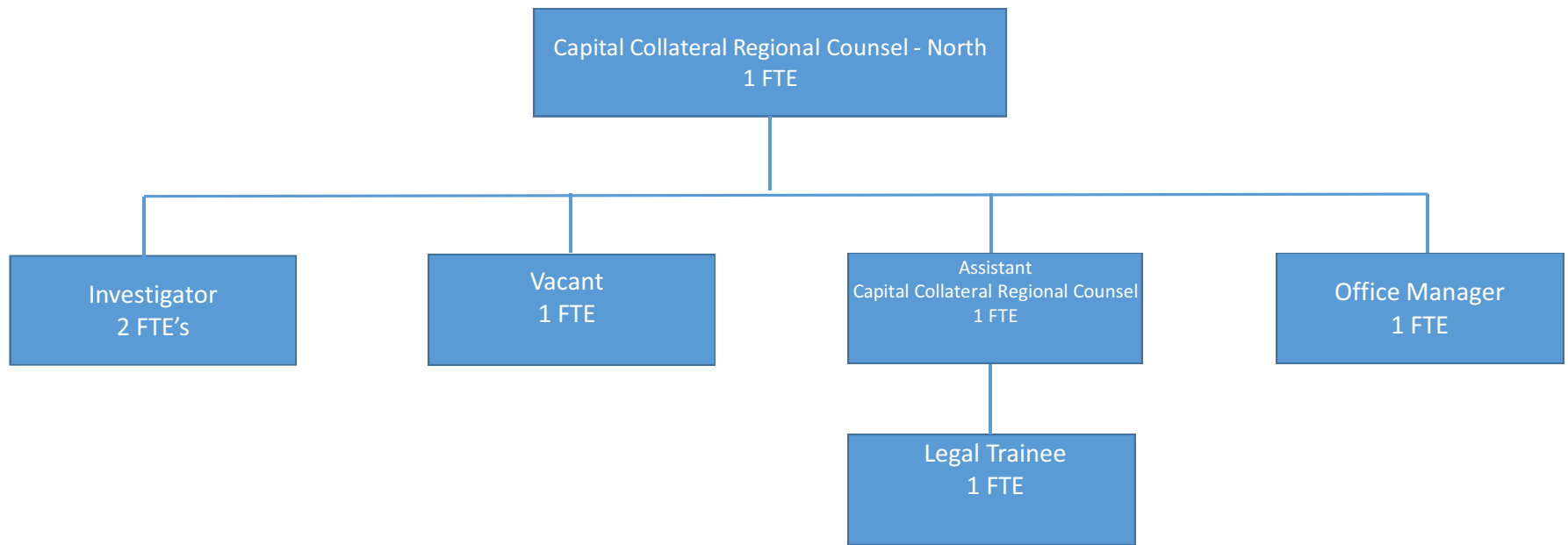
Chief APD

Appeals Division  
Main

Appeals Division  
North County

Capital Appeals

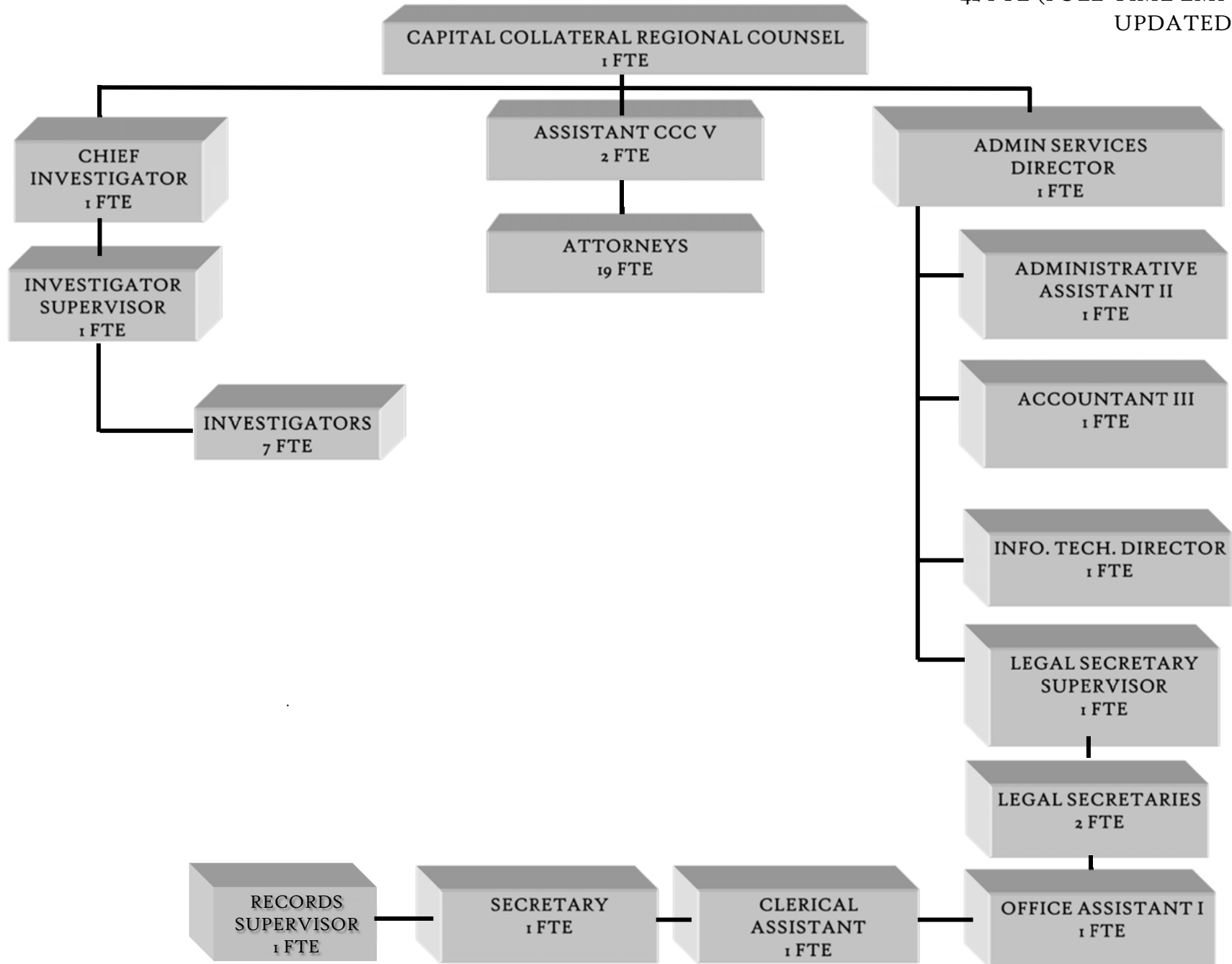
**PUBLIC DEFENDER'S APPELLATE OFFICE, 15TH JUDICIAL CIRCUIT**  
**37.00 FTE POSITIONS STATE FUNDED**  
Effective July 1, 2014



Effective July 1, 2014

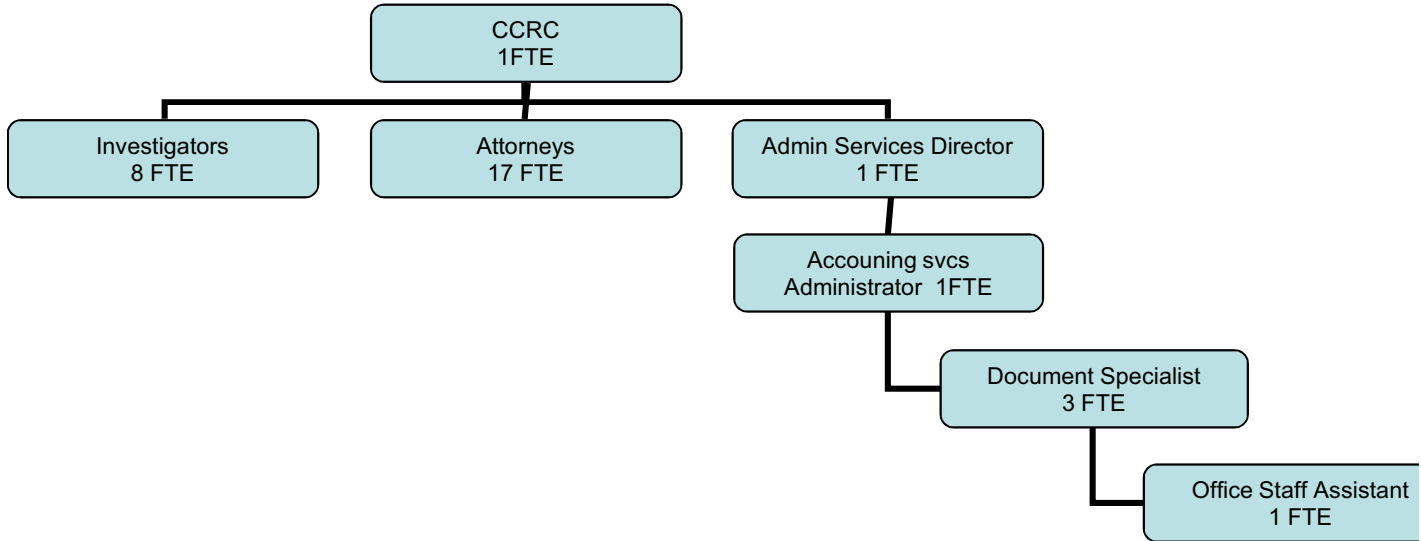
# CAPITAL COLLATERAL REGIONAL COUNSEL - MIDDLE REGION ORGANIZATIONAL CHART

42 FTE (FULL-TIME EMPLOYEE)  
UPDATED 07/01/14

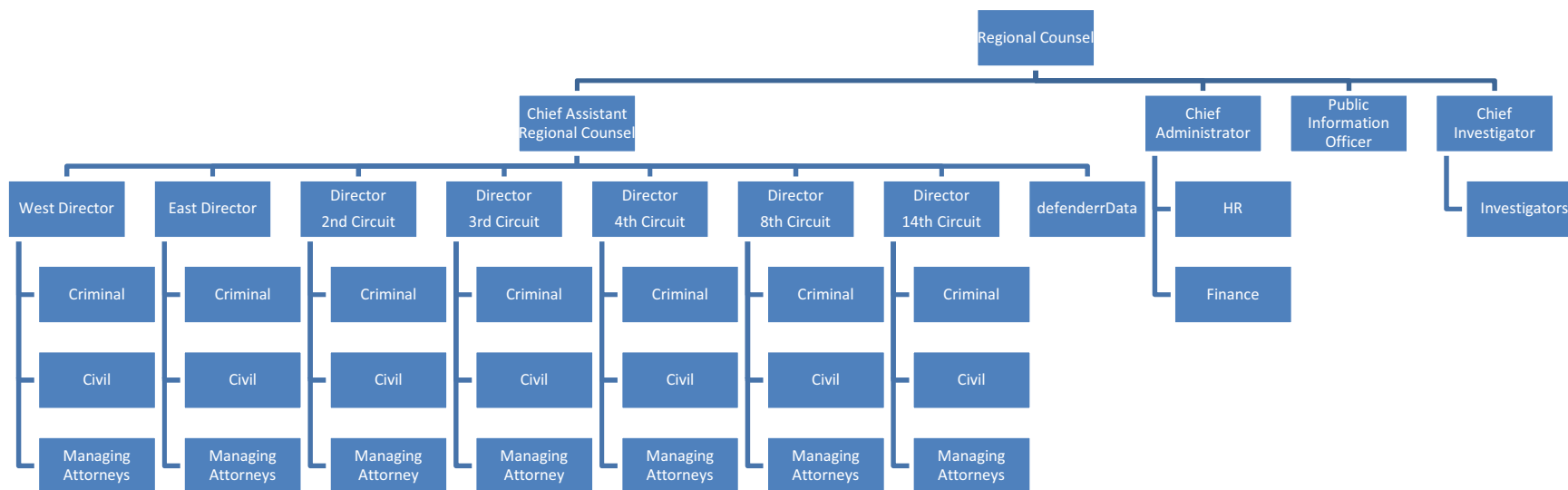


LEGISLATIVE BUDGET REQUEST FY 2014 - 2015  
CCRC-S ORG CHART

CCRC-South's Organizational Chart



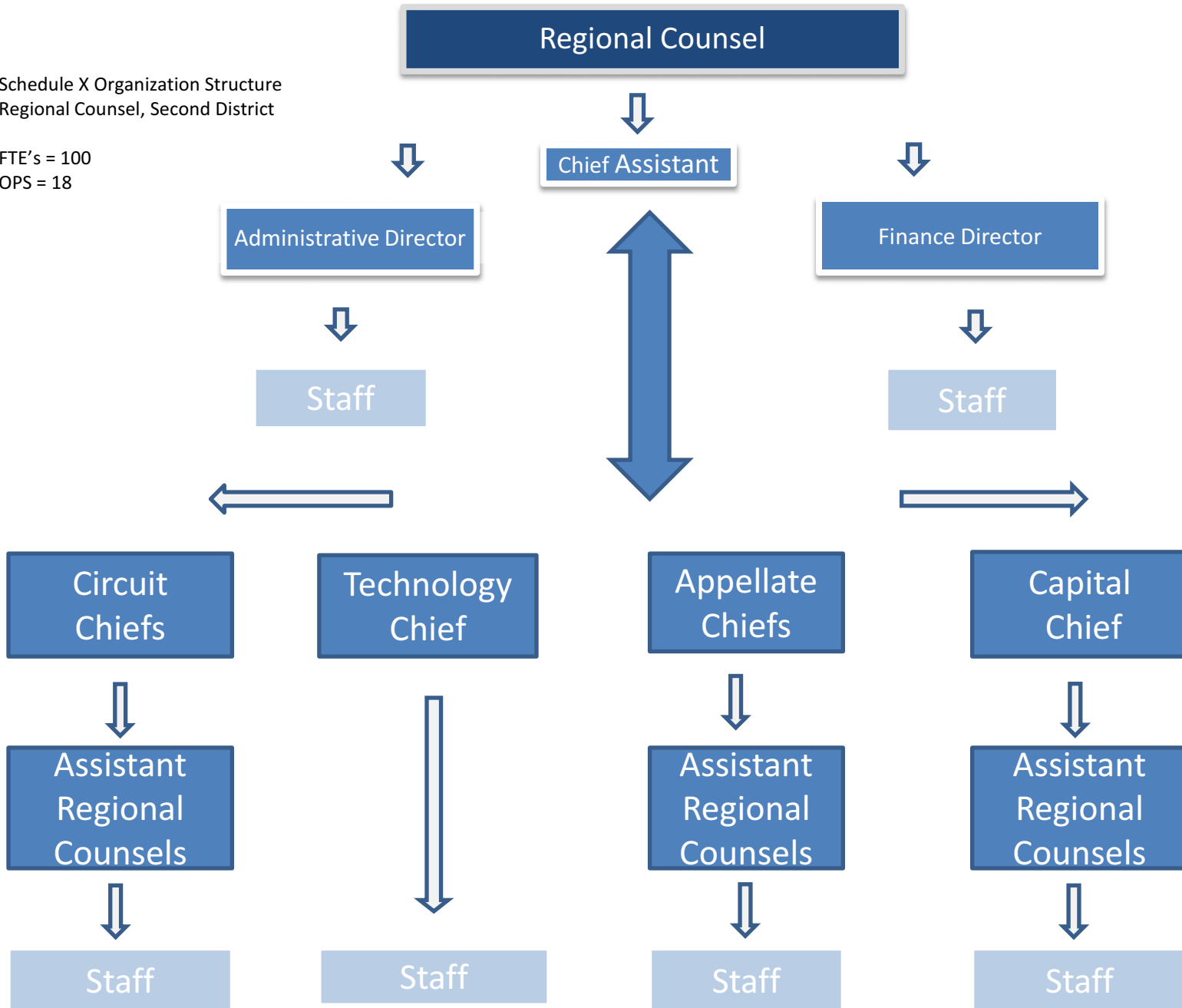
# Regional Counsel 1



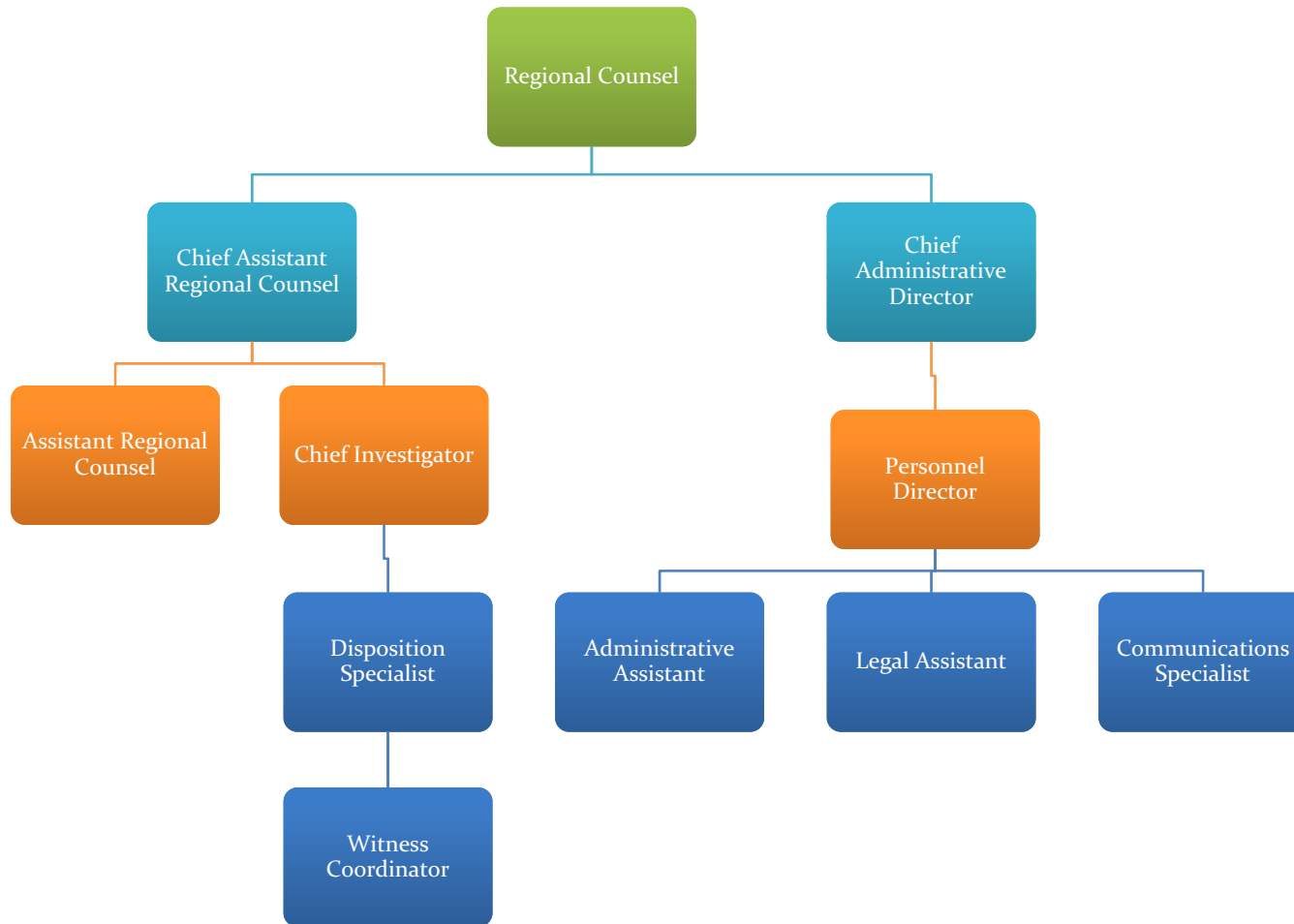


Schedule X Organization Structure  
Regional Council, Second District

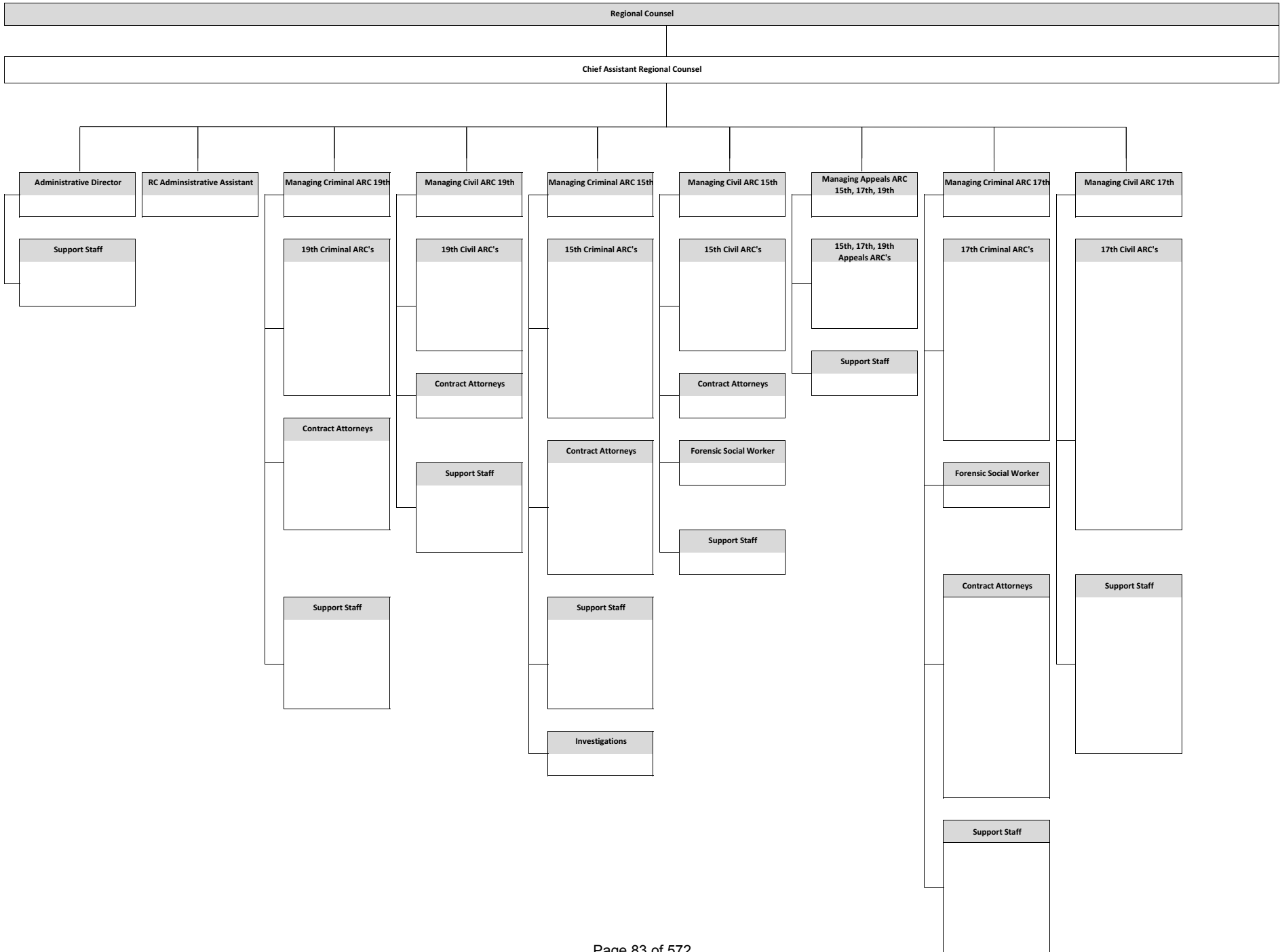
FTE's = 100  
OPS = 18



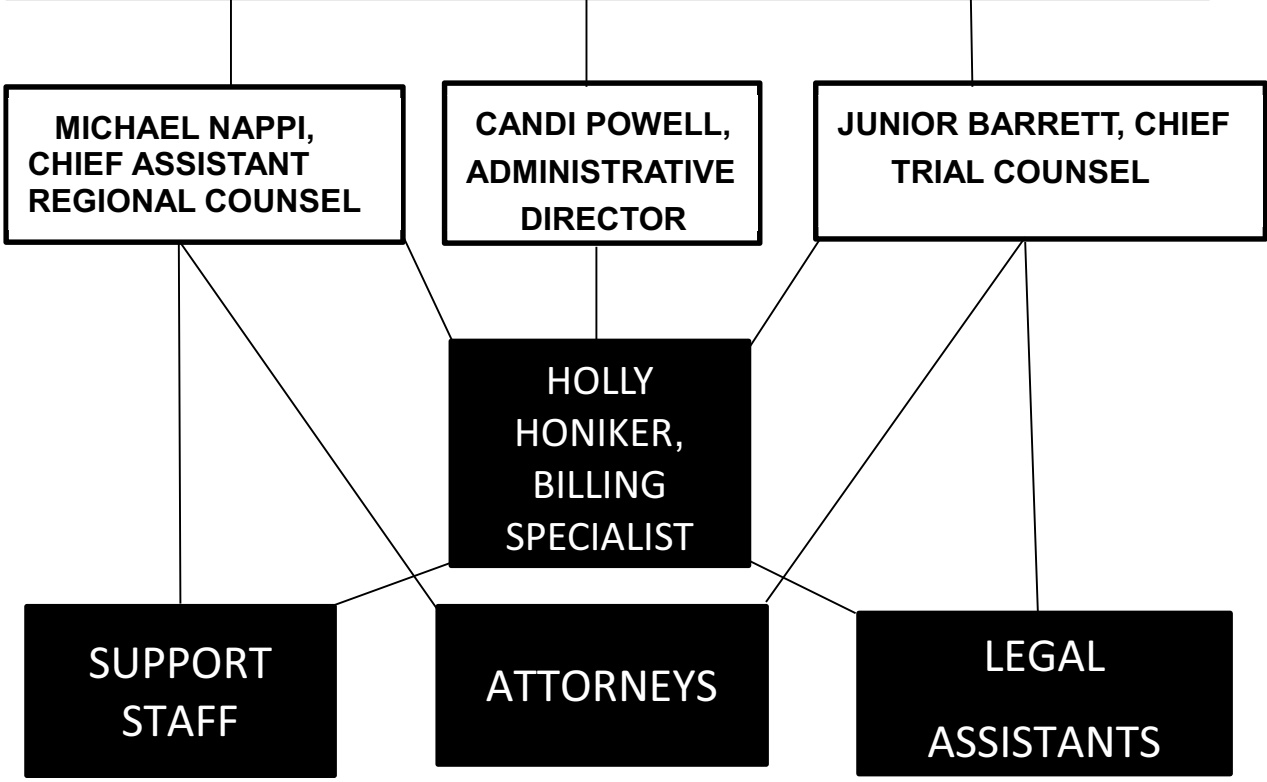
# Criminal Conflict and Civil Regional Counsel; Third D.C.A. Region of Florida



**SCHEDULE X - ORGANIZATION CHART  
CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL, 4TH DISTRICT  
2015-2016**



# JEFF DEEN, REGIONAL COUNSEL



JUSTICE ADMINISTRATION		FISCAL YEAR 2013-14			
SECTION I: BUDGET		OPERATING		FIXED CAPITAL OUTLAY	
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT				758,660,326	0
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)				51,843,128	0
FINAL BUDGET FOR AGENCY				810,503,454	0
SECTION II: ACTIVITIES * MEASURES		Number of Units	(1) Unit Cost	(2) Expenditures (Allocated)	(3) FCO
<i>Executive Direction, Administrative Support and Information Technology (2)</i>					
Represent Children * <b>Average number of children represented.</b>		22,991	1,551.65	35,674,016	0
Civil Investigative Services * <b>Number of appointed civil cases investigated</b>		31,432	182.87	5,747,991	
Criminal Investigative Services * <b>Number of appointed criminal cases investigated</b>		694,556	129.65	90,051,809	
Criminal Trial Indigent Defense * <b>Number of appointed criminal cases</b>		694,556	129.65	90,051,811	
Civil Trial Indigent Defense * <b>Number of appointed civil cases</b>		31,432	182.87	5,747,989	
Indigent Appellate Defense * <b>Number of appointed appellate cases</b>		4,732	3,105.51	14,695,279	
Death Penalty Legal Counsel * <b>Number of active cases</b>		175	21,766.82	3,809,194	
Death Row Case Preparation *		175	22,826.30	3,994,602	
Felony Prosecution * <b>Felony Cases Referred</b>		377,302	587.84	221,792,310	
Misdemeanor Prosecution * <b>Misdemeanor/Criminal Traffic Cases Referred</b>		842,191	121.75	102,534,728	
Juvenile Prosecution * <b>Juvenile Cases Referred</b>		99,501	336.81	33,512,923	
Child Support Enforcement Services * <b>Child Support Enforcement Actions</b>		21,822	1,086.09	23,700,670	
Civil Action Services * <b>Number of Civil Actions</b>		101,852	128.00	13,036,887	
Regional Counsel Workload * <b>Number of appointed cases.</b>		56,131	711.36	39,929,364	
TOTAL				684,279,573	
SECTION III: RECONCILIATION TO BUDGET					
<b>PASS THROUGHS</b>					
TRANSFER - STATE AGENCIES				81,390,679	
AID TO LOCAL GOVERNMENTS					
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS					
OTHER					
REVERSIONS				44,833,358	
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)				810,503,610	

### 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.

NUCSSP03 LAS/PBS SYSTEM  
BUDGET PERIOD: 2005-2016  
STATE OF FLORIDA

SP 09/26/2014 12:31  
SCHED XI: AGENCY-LEVEL UNIT COST SUMMARY  
AUDIT REPORT JUSTICE ADMINISTRATION

-----  
ACTIVITY ISSUE CODES SELECTED:

TRANSFER-STATE AGENCIES ACTIVITY ISSUE CODES SELECTED:

1-8: ACT5000 ACT5100 ACT5200 ACT5300 ACT5400

AID TO LOCAL GOVERNMENTS ACTIVITY ISSUE CODES SELECTED:

1-8:

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

\*\*\* NO ACTIVITIES FOUND \*\*\*

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

\*\*\* NO OPERATING CATEGORIES FOUND \*\*\*

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

\*\*\* NO ACTIVITIES FOUND \*\*\*

-----  
TOTALS FROM SECTION I AND SECTIONS II + III:

DEPARTMENT: 21	EXPENDITURES	FCO
FINAL BUDGET FOR AGENCY (SECTION I):	810,503,454	
TOTAL BUDGET FOR AGENCY (SECTION III):	810,503,610	
	-----	-----
DIFFERENCE:	156-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====

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

**Department: Justice Administration**

**Contact: Alton "Rip" Colvin, Jr., 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 2014 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 2015-2016 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget

	Issue (Revenue or Budget Driver)	R/B*	FY 2015-2016 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	State Attorney, Public Defender and Regional Conflict Counsel Workload Increases	B	\$1.4M	\$51M
b				
c				
d				
e				

- 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.

State Attorney Workload - It is the consensus of the State Attorney, Executive Directors that there is no variance from the Long Range Financial Outlook that was adopted by the Legislative Budget Commission on September 9, 2014

Public Defender Workload - The total workload requested of \$13.3M reflects the specific workload needs of the individual Public Defenders- Trial entities at \$9.2M and \$3.7M for the Appellate entities. The Appellate Workload (Issue Code 3001310) is a minimal workload request that is submitted each year based on the Florida Public Defender Association's funding formula. The Long Range Financial Outlook estimate of \$1.4M is a combined figure for State Attorneys, Public Defenders and the Offices of Criminal Conflict and Civil Regional Counsels. Therefore, the discrepancy between the Public Defenders' request and the Outlook estimate is even greater.

The Offices of Criminal Conflict and Civil Regional Counsels' First through Fifth Districts' Workload - The total workload requested in issue code 3001360 equals \$7.29M. The amount requested reflects the specific workload needs of the individual Regional Counsel offices.

# **Budget Entity Level Exhibits or Schedules**

**Justice Administrative Commission**

**Budget Entity: 21300800**



*Justice Administrative Commission*

*Schedule I Series*

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission**

**Child Support Trust Fund - 2084**

**Revenue Estimating Methodology:**

Receipts of \$73,336 for FY 2014-15 and FY 2015-16 will be received in the JAC budget entity on behalf of the State Attorney Office in the Eleventh (11<sup>th</sup>) Circuit. This amount is based upon the Governor's Office of Policy and Budget's Standard # 3- Human Resource Services Assessment Package calculated at \$262.00 per FTE.

**5 Percent Trust Fund Reserve:**

N/A

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

N/A

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

None

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	80,023.71	(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>80,023.71</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)	(24.00)	(I)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>79,999.71</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<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, 07/01/14</b>	
Total all GLC's 5XXXX for governmental funds;	36,210.69 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # and Description	[ ] (C)
-----------------------------------	---------

SWFS Adjustment # and Description	[ ] (C)
-----------------------------------	---------

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

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

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

A/P not C/F-Operating Categories	43,789.02 (D)
----------------------------------	---------------

[ ] (D)
---------

[ ] (D)
---------

[ ] (D)
---------

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	79,999.71 (E)
--	---------------

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	79,999.71 (F)
--	---------------

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

**FY 2015-2016 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 2014-2015 and FY 2015-2016 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

Garnishment Fees – based upon estimated collections.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$300,500</b>
<b>Less 8% Service Charge</b>	<b>\$24,040</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$276,460</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$13,823</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$300,500</b>
<b>X 8% Service Charge</b>	<b>\$24,040</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$300,500</b>
<b>X 8% Service Charge</b>	<b>\$24,040</b>

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

**COLUMN A01    DESCRIPTION**

\$40,765	FY 2012-13 NON CF PAYABLE ADJ-QUALIFIED TRANSPORTATION BENEFIT PROGRAM
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**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission - 21300800**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Receipts of \$29,980 for FY 2014-15 and FY 2015-16 are based upon the Governor's Office calculation for the HR contract for this trust fund.

**5 Percent Trust Fund Reserve:**

N/A

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

N/A

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

None

# **Budget Entity Level Exhibits or Schedules**

## **Statewide Guardian ad Litem**

**Budget Entity: 21310000**



# **Budget Entity Level Exhibits or Schedules**

**Statewide Guardian ad Litem**

**Budget Entity: 21310000**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	156,620.12	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	12,882.83	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>169,502.95</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,058.53)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,556.76)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>158,887.66</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 2015-2016 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**

We currently have two agreements with non-profit organizations to fund specific OPS positions in their local Guardian ad Litem offices. These nonprofits provide monthly reimbursement for the Other Personal Services (OPS) payroll costs associated with the positions they have each agreed to fund. For Fiscal Year 2013-14, Fiscal Year 2014-15 and Fiscal Year 2015-16 these revenues are coded to revenue code 001100.

GAL currently has GDTF OPS agreements with the following non-profit organizations:

Speak Up for Children (Circuit 10) = \$8,956  
Speak Up for Kids (Circuit 15) = \$156,738.

These amounts include funds for salary, FICA, applicable benefits and the 8% service charge to general revenue for those non-profits that have agreed to reimburse GAL for the service charge.

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

We currently have four intergovernmental agreements with Boards of County Commissioners to fund specific OPS positions in their local Guardian ad Litem offices. These counties provide monthly reimbursement for the Other Personal Services (OPS) payroll costs associated with the positions they have each agreed to fund. For Fiscal Year 2013-14, Fiscal Year 2014-15 and Fiscal Year 2015-16 these revenues are coded to revenue code 000800.

GAL currently has GDTF OPS agreements with the following County governments:

- Gadsden County (Circuit 2) = \$11,142
- Volusia County (Circuit 7) = \$42,072
- Monroe County (Circuit 16) = \$44,012
- Lee County (Circuit 20) = \$57,000

These amounts include funds for salary, FICA, applicable benefits and the 8% service charge to general revenue for those county governments that have agreed to reimburse GAL for the service charge.

GDTF revenues and expenditures related to County funded OPS positions may increase if additional counties decide to provide staff in their circuits.

**Grants from National CASA – Code 000700**

The GAL program has three National Court Appointed Special Advocates (CASA) grants totaling \$110,000 in FY 2014-15 and will apply for these grants again in future fiscal years. The expenditures for these grants are restricted to the Grants and Donations Trust Fund expense and contracted services appropriations categories. The program plans to apply other grants that could require an increase in GDTF spending authority in the expense and contracted services appropriations categories. For Fiscal Year 2013-14, Fiscal Year 2014-15 and Fiscal Year 2015-16 these revenues are coded to revenue code 000700.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$ 319,920</b>
<b>Less 8% Service Charge</b>	<b>\$25,594</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$294,326</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$14,716</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$319,920</b>
<b>X 8% Service Charge</b>	<b>\$25,594</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$319,920</b>
<b>X 8% Service Charge</b>	<b>\$25,594</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$39</b>	<b>September 2014 Reversion</b>

# **Budget Entity Level Exhibits or Schedules**

## **State Attorneys**

**Budget Entities: 21500100 through 21502000**

*State Attorneys*  
*Schedule I Series*

**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016.

Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 01's estimated receipts are \$298,760 for FY 14/15 and \$298,760 for FY 15/16.

**Cost of Prosecution:** The revenues anticipated in the State Attorney Revenue Trust Fund, Cost of Prosecution for FY 2014-2015 is \$1,300,000. The revenues anticipated for FY 2015-2016 is \$1,400,000. The revenue estimates were determined by using an average of the monthly deposits for FY 2013-2014 and the fact that the Clerk of Courts have changed their office practices in collection procedures for Cost of Prosecution and have made adjustments to maximize collections. We have, since three Clerk=s have changed their office practices regarding collection, experienced an increase in collections.

**Worthless Checks:** The revenues anticipated in the State Attorney Revenue Trust Fund, Worthless Checks, for FY 2014-2015 is \$250,000 and \$250,000 for FY 2015-2016. The revenue in Worthless Checks varies from month to month. The Worthless Checks revenue estimates were determined by using an average of the monthly deposit.



**Local Ordinance Prosecution:** The revenues anticipated in the Local Ordinance Prosecution for FY 2014-2015 is \$10,000. It is also anticipated that we will receive \$10,000 in FY 2015-2016. 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 2014-2015 is \$3,000. It is also anticipated that we will receive \$3,000 in FY 2015-2016. The revenue estimates were determined by using an average of the monthly deposits.

**Restitution – (HB 409):** This is new revenue and there are no figures to anticipate what we will actually receive in FY 2014-2015 or in FY 2015-2016. The basis on the \$250.00 figure is taken from a query of cases filed under F.S. 817.568 in FY 2013-2014, which revealed one case.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,861,760</b>
<b>Less 8% Service Charge</b>	<b>\$148,941</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,712,819</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$85,641</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,861,760</b>
<b>X 8% Service Charge</b>	<b>\$148,941</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,961,760</b>
<b>X 8% Service Charge</b>	<b>\$156,941</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>-\$5</b>	<b>PRIOR YEAR RECEIVABLE WRITEOFF</b>

**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 01's estimated receipts are \$298,760 for FY 14/15 and \$298,760 for FY 15/16.

**Cost of Prosecution:**

The revenues anticipated in the State Attorney Revenue Trust Fund, Cost of Prosecution for FY 2014-2015 is \$1,300,000. The revenues anticipated for FY 2015-2016 is \$1,400,000. The revenue estimates were determined by using an average of the monthly deposits for FY 2013-2014 and the fact that the Clerk of Courts have changed their office practices in collection procedures for Cost of Prosecution and have made adjustments to maximize collections. We have, since three Clerk=s have changed their office practices regarding collection, experienced an increase in collections.

**Worthless Checks:**

The revenues anticipated in the State Attorney Revenue Trust Fund, Worthless Checks, for FY 2014-2015 is \$250,000 and \$250,000 for FY 2015-2016. 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 2014-2015 is \$10,000. It is also anticipated that we will receive \$10,000 in FY 2015-2016. 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 2014-2015 is \$3,000. It is also anticipated that we will receive \$3,000 in FY 2015-2016. The revenue estimates were determined by using an average of the monthly deposits.

**Restitution – (HB 409):**

This is new revenue and there are no figures to anticipate what we will actually receive in FY 2014-2015 or in FY 2015-2016. The basis on the \$250.00 figure is taken from a query of cases filed under F.S. 817.568 in FY 2013-2014, which revealed one case.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,861,760</b>
<b>Less 8% Service Charge</b>	<b>\$148,941</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,712,819</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$85,641</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,861,760</b>
<b>X 8% Service Charge</b>	<b>\$148,941</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,961,760</b>
<b>X 8% Service Charge</b>	<b>\$156,941</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	45,097.08	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	45,097.08	(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 (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	45,097.08	(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 2015-2016 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 two vehicles for FY 2014-2015. We anticipate that we will receive the sum of approximately \$3,000.00 for the sale of the 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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	36,821.78	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	21,227.45	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>58,049.23</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)	(5,626.43)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>52,422.80</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 2015-2016 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. V13172 and is anticipated to be \$131,860 for FY 2013-2014 and is anticipated to be \$131,860 for FY 2014-2015 under Contract No. V14172.

**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 for the IT needs in each County and the anticipated funds from the Article V, \$2.00 recording fees. The anticipated revenues for FY 2014-2015 is \$279,000 and the amount of anticipated revenues for FY 2015-2016 is \$279,000.

**Stop Violence Against Woman (VAWA):** The revenue amounts are fixed under Contract No. 15-8044-SAO and it is anticipated to be \$8,246 for FY 2014-2015, and is anticipated to be \$8,246 for FY 2015-2016.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$279,000</b>
<b>Less 8% Service Charge</b>	<b>\$22,320</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$256,680</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,834</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$279,000</b>
<b>X 8% Service Charge</b>	<b>\$22,320</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$279,000</b>
<b>X 8% Service Charge</b>	<b>\$22,320</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$5</b>	<b>FY 2012-13 NON-CF PAYABLE WRITE-OFF</b>



**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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339012

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	123,715.00	131,860.00	131,860.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	123,715.00	131,860.00	131,860.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>	<b>Amount</b>			<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	376,467.11	(A)		
ADD: Other Cash	138.81	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	7,164.70	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	383,770.62	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(12,412.25)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(17,280.34)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	354,078.03	(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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 02's estimated receipts are \$172,480 for FY 14/15 and \$172,480 for FY 15/16.

**Cost of Prosecution:**

This projection is based on the trend line of historical data together with seasonal factors such as student influx. Leon County 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 past year the Clerks of Court in the outlying counties have also improved collection rates. 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$847,084</b>
<b>Less 8% Service Charge</b>	<b>\$67,767</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$779,317</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$38,966</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$847,084</b>
<b>X 8% Service Charge</b>	<b>\$67,767</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$850,480</b>
<b>X 8% Service Charge</b>	<b>\$68,038</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>-\$64,154</b>	<b>FY 2012-13 CF ENCUMBRANCE</b>
<b>-\$4,354</b>	<b>PRIOR YEAR ACCRUAL ADJUSTMENT</b>
<b>\$150</b>	<b>SEPTEMBER 2013 CF REVERSION</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	57,980.30	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	17,273.65	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>75,253.95</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, 07/01/2014</b>	<b>75,253.95</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 2nd Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Victims of Crime Act:** Estimates are based on the grant contract amount.

**Violence Against Women Act:** Estimates are based on the grant contract amount.

**VAWA Department of Justice Direct Grant:** Estimates based on grant contract amount.

**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

**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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339008

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Transportation FID #2540	001510	12,890.00	0.00	0.00		Cheryl Ward 9/30/2014
Department of Legal Affairs FID #2261	001510	204,816.00	217,000.00	217,000.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	<b>217,706.00</b>	<b>217,000.00</b>	<b>217,000.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	257,152.48	(A)		
ADD: Other Cash	80.56	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>257,233.04</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(12,767.28)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>244,465.76</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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 03's estimated receipts are \$100,100 for FY 14/15 and \$100,100 for FY 15/16.

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

The State Attorney's Office, Third Circuit projects revenue of \$450,000 for FY 2014-15 and \$465,000 for FY 2015-16 in Cost of Prosecution. This revenue projection is based on actual receipts collected in FY 2013-2014 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.

##### **Worthless Checks**

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 \$5,000 for both FY 2014-15 and FY 2015-16. This was calculated using the latest trust fund deposits and annualizing those figures.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$555,100</b>
<b>Less 8% Service Charge</b>	<b>\$44,408</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$510,692</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$25,535</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$555,100</b>
<b>X 8% Service Charge</b>	<b>\$44,408</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$570,100</b>
<b>X 8% Service Charge</b>	<b>\$45,608</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	95,641.71	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	33,833.22	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>129,474.93</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>129,474.93</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 2015-2016 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 2014-2015 under Contract No. 13097 that expires September 30, 2014 and Contract No. 14097 which covers October 1, 2014 – September 30, 2015. The award amount for Contract No. 13097 is \$203,000 annually which covers the first quarter of FY 14-15. Contract No. 14097 is awarded \$210,065 annually and covers the second through fourth quarters of FY 14-15. The agency anticipates that an award of like amount will be available for FY 15-16.
2. **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). The current contract expires on September 30, 2015 therefore the projected revenue for FY 15-16 is only \$1,083.
3. **County Information Technology:** The revenue collected under this agreement is provided from funds collected from the Counties of the Third Judicial Circuit Counties (Columbia, Dixie, Hamilton, Lafayette, Madison, Suwannee, and Taylor) for the purpose of partially reimbursing Information Technology salary and benefits. The agreement for FY 14-15 is for \$47,558. This agency estimates that the same amount will also be available in FY 15-16.

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

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

**None Applicable**

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

**Agency Name: JAC /State Attorney Office-3rd Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339013

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	202,004.00	208,299.00	210,065.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	202,004.00	208,299.00	210,065.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,413,231.45	(A)		
ADD: Other Cash	395.38	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	4,413,626.83	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(47,829.37)	(H)		
Approved "B" Certified Forwards	(9,684.28)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(43,728.36)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	4,312,384.82	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<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:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>4,322,069.10</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(9,684.28)	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS		(D)
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A/P not C/F-Operating Categories		(D)
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		(D)
--	--	-----

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

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

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>4,312,384.82</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>4,312,384.82</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**



**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 04's estimated receipts are \$491,260 for FY 14/15 and \$491,260 for FY 15/16.

**Cost of Prosecution:**

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

In FY-11 revenues were approximately \$1,520,500, FY-12 \$1,472,550, FY-13 1,446,315, and FY-14 \$1,444,678.

The State Attorney's Office Fourth Judicial Circuit is projecting revenues for FY-15 to be \$2,000,000, and the same for FY-16.

**Worthless Checks:**

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

In FY-11 revenues were approximately \$80,000, FY-12 \$20,000, FY-13 \$11,000, and FY-14 \$6,441. Revenues have decreased the past few fiscal years due to a reduction in staff in the Worthless Check Division.

Our revenue projection for FY-15 and FY-16 is \$25,000.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,516,260</b>
<b>Less 8% Service Charge</b>	<b>\$201,301</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,314,959</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$115,748</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,516,260</b>
<b>X 8% Service Charge</b>	<b>\$201,301</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$2,516,260</b>
<b>X 8% Service Charge</b>	<b>\$201,301</b>

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

**COLUMN A01**

**DESCRIPTION**

-\$15,960

FY 2012-13 CF ENCUMBRANCE

\$16,172

September 2013 Reversion

**COLUMN A02**

**DESCRIPTION**

\$23,887

September 2014 Reversion

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,449,107.60</b>	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,449,107.60</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)	(6,855.84)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,442,251.76</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 2015-2016 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-15 and FY-16 in FIST (State). Revenues are projected based on last fiscal year's revenue.

The State Attorney's Office Fourth Judicial Circuit is projecting \$50,000 in FIST (Federal) revenue for fiscal years 2015 and 2016. 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

Fiscal Year 2014: \$183,425.64

**Revenues FIST (Federal):**

Fiscal Year 2012: \$8,668.63

Fiscal Year 2013: \$9,685.84

Fiscal Year 2014: \$22,345.15

\*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 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>X 8% Service Charge</b>	<b>\$20,000</b>
<b>FY 2015-16-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: 2015 - 2016</b> Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office-4th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339007

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	761,928.72	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	36,132.35	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>798,061.07</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(50.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(524.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>797,487.07</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 2015-2016 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. 15-8030-SAO are anticipated to be \$100,000 for FY-15 and \$100,000 for FY-16.

**Victims against Crime Act VOCA:**

The revenue amounts under Contract No. V11230 are anticipated to be \$200,000 for FY-15 and \$200,000 for FY-16.

**Insurance Fraud Prosecution:**

The projected revenue amounts for the Insurance Fraud Prosecution Trust Fund for FY-15 are \$251,130 and the same for FY-16.

**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 \$80,000 in FY-15 and \$80,000 in FY-16. 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.

**Arrest Grant:**

This is a Federal Pass-through Grant. This office is slated to receive \$60,000 FY-15 and \$60,000 for FY-16.

**BYRNE - JAG - CPU Grant:**

This program was appropriated by the Florida Legislature and funded through the Edward Byrne Memorial Justice Assistance Grant. In FY-15, this office is slated to receive \$140,000 and \$140,000 for FY -16.

**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-15 and FY-16 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-15 and FY-16 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$82,000</b>
<b>Less 8% Service Charge</b>	<b>\$6,560</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$75,440</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$3,772</b>



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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$82,000</b>
<b>X 8% Service Charge</b>	<b>\$6,560</b>
<b>FY 2015-16-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 A02</b>	<b>DESCRIPTION</b>
<b>\$50</b>	<b>September 2014 Reversion</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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339007

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Financial Services FID #2393	001500	224,957.00	251,130.00	251,130.00	100522	Sarah Goodman / 10-6-14
Department of Legal Affairs FID #2261	001510	184,443.00	200,000.00	200,000.00		Sabrina Donovan / 10-13-2014
<b>TOTAL</b>		<b>409,400.00</b>	<b>451,130.00</b>	<b>451,130.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,427,590.09	(A)	-	
ADD: Other Cash	1,423.20	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,429,013.29	(F)	-	
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(33,804.07)	(I)		
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/2014</b>	2,395,209.22	(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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA05's estimated receipts are \$331,101 for FY 14/15 and \$331,101 for FY 15/16.

**Cost of prosecution** is still new and has not had a long history upon which to base projections. Revenue based on actual figures for FY 2012-2013 is \$1,284,694 and figures for FY 2013-2014 are \$1,189,336.96.

Because The State Attorney's Office 5<sup>th</sup> Judicial Circuit cannot predict if a defendant will pay their cost of prosecution fee, The State Attorney's Office 5<sup>th</sup> Judicial Circuit is averaging the past 2 fiscal years and that average is \$1,237,015.

**Worthless check** revenue projections are based on the past two year's performance. Revenues have decreased slightly for FY 2013-2014. The State Attorney's Office 5<sup>th</sup> Judicial Circuit projections have been adjusted accordingly. Receipts for FY 2012-2013 were \$21,722 receipts for FY 2013-2014 was \$18,461. The averages for FY 2013-2014 = \$20,091.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,538,898</b>
<b>Less 8% Service Charge</b>	<b>\$123,112</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,415,786</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$70,789</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,538,898</b>
<b>X 8% Service Charge</b>	<b>\$123,112</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,588,207</b>
<b>X 8% Service Charge</b>	<b>\$127,057</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: 2015 - 2016</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 6/30/2014		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, 07/01/2014</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: 2015 - 2016</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 6/30/2014		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, 07/01/2014</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	218,309.76	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	7,481.54	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>225,791.30</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)	(19,553.76)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>206,237.54</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 5th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**VOCA:**

The revenue for Contract #V12086 for FY 2012-2013 was \$85,506. Contract #V13086 for FY 2013-2014 was approved for \$89,781. The State Attorney's Office 5<sup>th</sup> Judicial Circuit has received notice on 8/22/2014 from The Office of the Attorney General, Bureau of Advocacy and Grants Management that The State Attorney's Office 5<sup>th</sup> Judicial Circuit has been awarded a Victims of Crime Act (VOCA) grant for FY 2014-2015 in the amount of \$90,584.

For FY 2015-2016 the State Attorney's Office Fifth Judicial Circuit is requesting \$95,113 in Trust Fund Authority.

**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. VAWA Contract # 15-8031-SAO for FY 2014-2015 is \$93,131.43.

For FY 2015-2016 The State Attorney's Office 5<sup>th</sup> Judicial Circuit is requesting \$100,580 in Trust Fund Authority.

**County IT:**

Each county is responsible for reimbursing each IT employee's salary plus a percentage of certain personnel's salary throughout The State Attorney's Office 5<sup>th</sup> Judicial Circuit. Marion county reimbursement for FY 2014-2015 is \$298,008. Lake county reimbursement for FY 2014-2015 is \$247,464. Hernando county reimbursement for FY 2014-2015 is \$131,400. Citrus county reimbursement for FY 2014-2015 is \$111,636. Sumter county reimbursement for FY 2014-2015 is \$95,460. The expected reimbursement from each county for FY 2015-2016 is the same as FY 2014-2015 (\$883,968).

**Local Ordinance Prosecution:**

The projected revenue amounts for the Local Ordinance Prosecution Trust Funds 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 State Attorney's Office 5<sup>th</sup> Judicial Circuit each year. Citrus County and Sumter County's contracts state that \$100 will be paid per case prosecuted by The State Attorney's Office 5<sup>th</sup> Judicial Circuit. The City of Belleview's contract states that \$100 will be paid per case prosecuted by The State Attorney's Office 5<sup>th</sup> Judicial Circuit. The City of Ocala's contract states a cost of \$50.00 per hour. Receipts for FY 2012-2013 were \$23,175 and receipts for FY 2013-2014 were \$23,275.

For FY 2015-2016 The State Attorney's Office Fifth Judicial Circuit is requesting \$40,000 in Trust Fund Authority.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$873,275</b>
<b>Less 8% Service Charge</b>	<b>\$69,862</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$803,413</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$40,171</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$873,275</b>
<b>X 8% Service Charge</b>	<b>\$69,862</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$923,968</b>
<b>X 8% Service Charge</b>	<b>\$73,917</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>8,172,132.44</b>	(A)		
ADD: Other Cash	500.11	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>8,172,632.55</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(20,440.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(49,450.02)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>8,102,742.53</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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA06's estimated receipts are \$621,390 for FY 14/15 and \$621,390 for FY 15/16.

**Cost of Prosecution:**

Cost of Prosecution revenue increased slightly from FY 12/13 to 13/14. Revenue should stabilize at \$1,576,818 FY 2014-15 and FY 2015-16.

**Worthless Checks:**

Revenue decreased 32.3% from FY 2012-13 to FY 2013-14. This decrease was the result of a major grocery chain handling their worthless checks in-house. This occurred in the first half of the year and the same decrease of 32.3% is expected FY 14/15. FY 15/16 should remain the same as FY14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,271,030</b>
<b>Less 8% Service Charge</b>	<b>\$181,682</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,089,348</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$104,467</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,271,030</b>
<b>X 8% Service Charge</b>	<b>\$181,682</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$2,271,030</b>
<b>X 8% Service Charge</b>	<b>\$181,682</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>-\$3,853</b>	<b>PRIOR YEAR ACCRUAL ADJUSTMENT</b>
<b>\$1,684</b>	<b>SEPTEMBER 2013 CF REVERSION</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,103,213.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	26,476.84	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,129,690.18</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(46,023.41)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,083,666.77</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/13**

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

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

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

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

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

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

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

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

Current Compensated Absences  (D)

(D)

(D)

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

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

**DIFFERENCE:**  (G)\*

**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**1. DUI SPECIAL PROSECUTION - Grant M5HVE-14-06-20**

DUI Special Prosecution is a Federal indirect grant between this circuit and Florida Department of Transportation. This reimbursable grant will receive revenues of \$57,111 FY 2014-15 and \$13,730 FY 2015-16.

The Grant ends after the first quarter FY 15/16.

**2. CHILD WELFARE LEGAL SERVICES - QJ5C3 -**

Fiscal year 2014-15 is the first year of a two year agreement between this circuit and Florida Department of Children and Families. Revenues FY 14/15 and 15/16 are \$3,484,477 per year. This contract includes increases to fund legislative raises and increases in retirement and health insurance.

**3. VOCA - Victim of Crime Act-Grant #V14005 -**

This reimburseable grant is between this circuit and the Office of the Attorney General. Revenue FY 2014/15 will be \$47,127 and the same dollars are anticipated FY 2015-16.

**4. 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 2014-15 and FY 2015-16 will be \$50,000.



**5. VETERANS TREATMENT COURT**

This understanding 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 per year to be used solely for the purpose of aiding the Court with this program. Revenue FY 14/15 and 15/16 will be \$55,000 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:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
\$50,361	LEAVE LIABILITY ADJUSTMENT FY 2012/2013
-\$70	PRIOR YEAR RECEIVABLE WRITEOFF
\$8,406	SEPTEMBER 2013 CF REVERSION
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$16,675	SEPTEMBER 2014 CF REVERSION

**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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339002

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Transportation FID #2540	001510	73,504.00	57,111.00	13,730.00		Cheryl Ward 9/30/2014
	<b>TOTAL</b>	<b>73,504.00</b>	<b>57,111.00</b>	<b>13,730.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	715,163.49	(A)		
ADD: Other Cash	793.38	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	715,956.87	(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)	(26,720.19)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	689,236.68	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should 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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA07's estimated receipts are \$327,250 for FY 14/15 and \$327,250 for FY 15/16.

**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 continue to work actively with the Clerk of Courts in all four of our counties to increase the success rate of collections within our Circuit. This has led to an increase of 33% since our base year of 2008. Collections were \$572,702 in 2008 and have increased to \$847,463 for 2013/2014. We expect the increase to continue with further automation by the four clerks offices, coupled with a return to hiring more law enforcement officers and putting them back on the streets generating more arrests.

**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.

**Restitution HB 409 :**

This is a new source of funding for which there is no historical data concerning our circuit.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,407,250</b>
<b>Less 8% Service Charge</b>	<b>\$112,580</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,294,670</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$64,734</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,407,250</b>
<b>X 8% Service Charge</b>	<b>\$112,580</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,787,250</b>
<b>X 8% Service Charge</b>	<b>\$142,980</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: 2015 - 2016</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 6/30/2014		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, 07/01/2014</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	15,104.32	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	12,312.70	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>27,417.02</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>27,417.02</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 7th Circuit**

**Grants and Donations Trust Fund - 2339**

- 1) **Victims of Crime Act:** This is a Federal pass through grant to this agency. The Federal government has indicated that funding may end in future years, but has been renewed for now at \$157,754.
- 2) **Stop Violence Against Women:** This is also a Federal pass through grant to this agency. This grant has also been renewed at \$84,346. There has been no indication that this grant may be reduced or withdrawn.

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

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

**None Applicable**



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

**Agency Name: JAC /State Attorney Office-7th Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339010

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	147,102.00	157,754.00	157,754.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	147,102.00	157,754.00	157,754.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,360,879.17	(A)		
ADD: Other Cash	154.31	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,361,033.48	(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)	(15,062.60)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	2,345,970.88	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 08's estimated receipts are \$191,730 for FY 14/15 and \$191,730 for FY 15/16.

**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 continue to work actively with the Clerk of Courts in all four of our counties to increase the success rate of collections within our Circuit. This has led to an increase of 33% since our base year of 2008. Collections were \$572,702 in 2008 and have increased to \$847,463 for 2013/2014. We expect the increase to continue with further automation by the four clerks offices, coupled with a return to hiring more law enforcement officers and putting them back on the streets generating more arrests.

**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.

**Restitution HB 409 :**

This is a new source of funding for which there is no historical data concerning our circuit.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$782,766</b>
<b>Less 8% Service Charge</b>	<b>\$62,622</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$720,145</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$36,007</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$782,766</b>
<b>X 8% Service Charge</b>	<b>\$62,622</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$782,766</b>
<b>X 8% Service Charge</b>	<b>\$62,622</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: 2015 - 2016</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 6/30/2014		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, 07/01/2014</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	241,695.86	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	19,026.58	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>260,722.44</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, 07/01/2014</b>	<b>260,722.44</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/13**

Total all GLC's 5XXXX for governmental funds; 260,105.71 (A)  
 GLC 539XX for proprietary and fiduciary funds

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

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

SWFS Adjustment # \_\_\_\_\_   (C)

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

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

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

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

Current Compensated Absences 616.73 (D)

  (D)

  (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 260,722.44 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** 260,722.44 (F)

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

**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 8th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**1. Victims of Crime Act VOCA:** The revenue amount for FY 2014-15 are fixed under contract at \$238,319 and it is anticipated to increase by 5% in FY 2015-16 to \$250,235.

**2. Stop Violence Against Women VAWA:** The revenue amount for FY 2014-15 are fixed under contract at \$56,857 and it is anticipated to increase by 8% in FY 2014-15 to \$61,406.

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

**4. UF Law School Intern Program:** The revenue amounts are based on the current contract \$15,000/annually for FY 2014-15 and it is anticipated to remain the same FY 2015-16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$4,400</b>
<b>Less 8% Service Charge</b>	<b>\$352</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$4,048</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$202</b>



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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$4,400</b>
<b>X 8% Service Charge</b>	<b>\$352</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$4,400</b>
<b>X 8% Service Charge</b>	<b>\$352</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$489</b>	<b>LEAVE LIABILITY ADJUSTMENT</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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339015

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	220,139.00	238,319.00	250,235.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	220,139.00	238,319.00	250,235.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,399,903.75	(A)		
ADD: Other Cash	383.60	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	531,939.71	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,932,227.06	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(8,514.65)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(40,376.97)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	3,883,335.44	(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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 09's estimated receipts are \$476,630 for FY 14/15 and \$476,630 for FY 15/16.

**Cost of Prosecution:**

FY 2014-15 and 2015-16 estimated revenues are based on 'actual' receipts from the FY 2014-15 for July and August, divided by two and multiplied by 12. As detailed below, the receipts have been adjusted to back-out \$410,927 received in FY 2014-15 from a FY 2013-14 payable as these funds will distort projected revenues.

	<u>COP 1205</u>
July 2014 Revenues	525,933.93
Adj - delete 1013-14	
Payables	(410,927.00)
August 2014 Revenues	<u>114,097.86</u>
Total 2014-15	
Receipts Y-T-D	229,104.79
Divided by 2 months	114,552.40
Time 12 Mon - Proj.	
Revenue	1,374,628.74

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,851,259</b>
<b>Less 8% Service Charge</b>	<b>\$148,101</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,703,158</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$85,158</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,851,259</b>
<b>X 8% Service Charge</b>	<b>\$148,101</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,851,259</b>
<b>X 8% Service Charge</b>	<b>\$148,101</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	649,449.49	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	649,449.49	(F)			
LESS Allowances for Uncollectibles		(G)			
LESS Approved "A" Certified Forwards		(H)			
Approved "B" Certified Forwards		(H)			
Approved "FCO" Certified Forwards		(H)			
LESS: Other Accounts Payable (SCGR)	(1,045.76)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2014</b>	648,403.73	(K)			**

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should 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 2015-2016 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 2014-15 and 2015-16 estimated revenues are based on anticipated proceeds from state forfeitures for these years. Cases sometimes take years to resolve and the proceeds to be received.

**Federal Forfeitures:**

FY 2014-15 and 2015-16 estimated revenues are based on anticipated proceeds from federal forfeitures. 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$184,783</b>
<b>Less 8% Service Charge</b>	<b>\$14,783</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$170,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,500</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$184,783</b>
<b>X 8% Service Charge</b>	<b>\$14,783</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>X 8% Service Charge</b>	<b>\$12,000</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,591,981.02	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	22,174.94	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>2,614,155.96</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, 07/01/2014</b>	<b>2,614,155.96</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 2015-2016 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 2014-15 and 2015-16 estimated revenues are based on the actual contracted amount for FY 2014-15. The contractual agreement for FY 2015-16 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 (VAWA):**

FY 2014-15 and 2015-16 estimated revenues are based on the actual contracted amount for FY 2014-15. The contractual agreement for FY 2015-16 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 2014-15 and 2015-16 estimated revenues are based on current proviso in the GAA (reference Line Item 875). As this program has been continued since FY 2007-08 and insurance fraud continues to be a serious issue in the State of Florida, the assumption that in FY 2015-16 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 2014-15 and 2015-16 estimated revenues for the City of Orlando and Orange County are based on current contracted amounts. The contractual agreements for FY 2015-16 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 local ordinance prosecution will cease.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$61,387</b>
<b>Less 8% Service Charge</b>	<b>\$4,911</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$56,476</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,824</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$61,387</b>
<b>X 8% Service Charge</b>	<b>\$4,911</b>
<b>FY 2015-16-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:**

**None Applicable**

**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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339005

<b>Transfers In</b> <b>(Provide Agency and Fund Number Received From)</b>	<b>Transfer In Revenue Category</b>	<b>Amount FY 13-14 (A01)</b>	<b>Amount FY 14-15 (A02)</b>	<b>Amount FY 15-16 (A03)</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
Department of Financial Services FID #2393	001500	387,207.00	425,814.00	425,814.00	100522	
Department of Legal Affairs FID #2261	001510	90,930.00	106,000.00	106,000.00		Sabrina Donovan / 10-13-2014
<b>TOTAL</b>		<b>478,137.00</b>	<b>531,814.00</b>	<b>531,814.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <b>(Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Out Expenditure Category</b>	<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,664,672.69	(A)		
ADD: Other Cash	234.87	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>2,664,907.56</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(9,484.92)	(H)		
Approved "B" Certified Forwards	(29,095.43)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(56,783.92)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>2,569,543.29</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<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:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	2,598,638.72	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(29,095.43)	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS		(D)
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A/P not C/F-Operating Categories		(D)
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		(D)
--	--	-----

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

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	2,569,543.29	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	2,569,543.29	(F)
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<b>DIFFERENCE:</b>	0.00	(G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 10's estimated receipts are \$291,830 for FY 14/15 and \$291,830 for FY 15/16.

**Worthless Checks:**

The State Attorney's Office, 10<sup>th</sup> Circuit, estimates that revenues will remain the same for the FY 2015-2016 fiscal year for the Worthless Check. The collections show a decrease in collections from 12-13 FY and we project it will remain at the same level for 14-15 FY and 15-16 FY.

**Cost of Prosecution:**

The revenue collections for the Cost of Prosecution Trust Fund show a 14.5% increase in the 12-13 FY and an increase of 4.7% for 13-14 FY. Due to the fluctuations of the collections from year to year, the projection of 4.7% increase for the 14-15 and 15-16 fiscal years will be used.

**Cost of Prosecution Trust Fund**

11-12 Collections	\$1,919,962		
12-13 Collections	\$2,199,118	14.5%	increase
13-14 Collections	\$2,302,609	4.7%	increase
14-15 Collections	\$2,410,832	4.7%	increase
15-16 Collections	\$2,524,141	4.7%	increase

**The Restitution (HB 409):**

This revenue source is new and the collection rate is unknown. The cautious estimate of \$5,000 will be used as starting point and history of collections will be used to estimate in the future.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,752,662</b>
<b>Less 8% Service Charge</b>	<b>\$220,213</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,532,449</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$126,622</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,752,662</b>
<b>X 8% Service Charge</b>	<b>\$220,213</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$2,865,971</b>
<b>X 8% Service Charge</b>	<b>\$229,278</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>-\$19,108</b>	<b>FY 2012-13 CF ENCUMBRANCE</b>
<b>\$2,538</b>	<b>SEPTEMBER 2013 CF REVERSION</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	17,208.56	(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>17,208.56</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,094.35)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>15,114.21</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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



**FY 2015-2016 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 revenue for the FY 2015-2016 is \$1,380,105 which includes the Salaries and Benefits for the additional ASA FTE requested in this Legislative Budget Request issue code 3007000, Increased Current Child Support Program.

**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>\$3</b>	<b>September 2013 Reversion</b>

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

**Agency Name: JAC /State Attorney Office-10th Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339006

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Revenue FID #2261	001903	1,248,501.00	1,285,709.00	1,380,105.00		Teri Mann & Rebecca Evers 10/9/14
	<b>TOTAL</b>	<b>1,248,501.00</b>	<b>1,285,709.00</b>	<b>1,380,105.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>9,459,921.80</b>	(A)		
ADD: Other Cash	926.46	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	17,201.33	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>9,478,049.59</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,254.56)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(72,836.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>9,399,959.03</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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 11's estimated receipts are \$1,151,150 for FY 14/15 and \$1,151,150 for FY 15/16.

**Cost of Prosecution:**

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 2013-2014 were \$2,135,883. Based on the prior period annual collections, we estimate collections of approximately \$187,500 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$3,533,650</b>
<b>Less 8% Service Charge</b>	<b>\$282,692</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,250,958</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$162,548</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$3,533,650</b>
<b>X 8% Service Charge</b>	<b>\$282,692</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$3,533,650</b>
<b>X 8% Service Charge</b>	<b>\$282,692</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$23</b>	<b>September 2013 Reversion</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$134</b>	<b>September 2014 Reversion</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,020,518.78	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	670,452.33	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,690,971.11	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(439,067.59)	(H)		
Approved "B" Certified Forwards	(138,145.99)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	1,113,757.53	(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.

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

**Budget Period: 2015 - 2016**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>1,251,903.52</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	_____ (138,145.99) (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	_____ (D)
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A/P not C/F-Operating Categories	_____ (D)
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_____ (D)
-----------

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

_____ (D)
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<b>1,113,757.53</b> (E)
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**ADJUSTED BEGINNING TRIAL BALANCE:**

<b>1,113,757.53</b> (F)
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**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)**

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

**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 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 2014-2015 Estimated Revenue =	\$24,888,500
CSE – Quasi Judicial =	\$ 372,000
Transfer in – State Funds =	\$ 7,979,800
Transfer in – Federal Funds =	\$15,490,200
Parent Time Sharing =	\$ 165,000
Transfer in – Federal Indirect Costs =	\$ 881,500
FY 2015-2016 Estimated Revenue =	\$25,042,000
CSE – Quasi Judicial =	\$ 372,000
Transfer in – State Funds =	\$ 8,030,800
Transfer in – Federal Funds =	\$15,589,200
Parent Time Sharing =	\$ 165,000
Transfer in – Federal Indirect Costs =	\$ 885,000

**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>
-\$56,386	FY 2012-13 CF ENCUMBRANCE
-\$15,409	FY 12-13 RECEIVABLE ADJUSTMENT
\$11,123	SEPTEMBER 2013 CF REVERSION

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$185,269	SEPTEMBER 2014 CF REVERSION

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

**Agency Name: JAC /State Attorney Office-11th Judicial Circuit**

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

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

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Revenue FID #2261	001510	16,225,072.00	16,899,292.00	17,003,518.00		Teri Mann & Rebecca Evers
Department of Revenue FID #2261	001500	7,650,506.00	7,989,208.00	8,038,482.00		Teri Mann & Rebecca Evers
	<b>TOTAL</b>	<b>23,875,578.00</b>	<b>24,888,500.00</b>	<b>25,042,000.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	508,767.95	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	508,767.95	(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)	(172.44)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	508,595.51	(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.

**FY 2015-2016 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 2014-2015 and in FY 2015-2016.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$10,000</b>
<b>X 8% Service Charge</b>	<b>\$800</b>
<b>FY 2015-16-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:**

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$723	September 2014 Reversion

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	670,332.71	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	670,332.71	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(235.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,101.92)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	668,995.79	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/13**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>669,230.79</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	_____ (235.00) (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	_____ (D)
--	-----------

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

_____ (D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>668,995.79</b> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>668,995.79</b> (F)
--	-----------------------

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

**FY 2015-2016 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 2014-2015 and in 2015-2016, as a result of seizures currently in the pipeline and anticipated by the SFMLSF.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$50,000</b>
<b>Less 8% Service Charge</b>	<b>\$4,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$46,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,300</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$50,000</b>
<b>X 8% Service Charge</b>	<b>\$4,000</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$50,000</b>
<b>X 8% Service Charge</b>	<b>\$4,000</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>-\$30,264</b>	<b>PRIOR YEAR ACCRUAL ADJUSTMENT</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	822,004.90	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	20,461.25	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>842,466.15</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(84,790.62)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>757,675.53</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 2015-2016 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 FY2014-2015 - \$1,244,287 and for FY 2015-2016 - \$1,315,000:

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

FY 2014-15 = \$245,000    FY 2015-16 =\$265,000

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

FY 2014-15 = \$210,000    FY 2015-16 =\$220,000

**Tax Recovery Pilot** funded by Able Trust

FY 2014-15 = \$50,000    FY 2015-16 =\$50,000

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

FY 2014-15 = \$398,511    FY 2015-16 =\$410,000

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

FY 2014-15 = \$145,776    FY 2015-16 =\$160,000

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

FY 2014-15 = \$195,000    FY 2015-16 =\$210,000

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 2014-2015 - \$1,977,127 and FY 2015-2016 \$2,028,937:

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

FY 2014-15 = \$574,527    FY 2015-16 = \$580,000

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

FY 2014-15 = \$680,000    FY 2015-16 = \$710,000

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

FY 2014-15 = \$67,100    FY 2015-16 = \$68,937

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

FY 2014-15 = \$392,000    FY 2015-16 = \$395,000

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

FY 2014-15 = \$263,500    FY 2015-16 = \$275,000

3. **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 2014-2015 - \$570,000 and FY 2015-2016 - \$570,000:

**Firearm Crimes** funded by U.S. Attorney's Office, Department of Justice: Office of Justice Programs

FY 2014-15 = \$230,000    FY 2015-16 = \$230,000

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

FY 2014-15 = \$340,000    FY 2015-16 = \$340,000

**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>\$17,806</b>	<b>September 2013 Reversion</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$489</b>	<b>September 2014 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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

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

<b>Transfers In</b> <b>(Provide Agency and Fund Number Received From)</b>	<b>Transfer In</b> <b>Revenue</b> <b>Category</b>	<b>Amount</b> <b>FY 13-14 (A01)</b>	<b>Amount</b> <b>FY 14-15 (A02)</b>	<b>Amount</b> <b>FY 15-16 (A03)</b>	<b>Transfer Out</b> <b>Expenditure</b> <b>Category</b>	<b>Confirmed By/Date</b>
Department of Legal Affairs FID #2261	001510	189,754.00	210,000.00	220,000.00		Sabrina Donovan / 10-13-2014
Department of Financial Services FID #2393	001500	362,380.00	403,859.00	403,859.00	100522	Sarah Goodman / 10-6-14
Department of Financial Services FID #2795	001500	133,308.00	147,586.00	147,586.00	100526	Sarah Goodman / 10-6-14
Department of Transportation FID #2540	001510	56,425.00	195,000.00	210,000.00		Cheryl Ward 9/30/2014
	<b>TOTAL</b>	741,867.00	956,445.00	981,445.00		

<b>Transfers Out (Operating and Non-Operating)</b> <b>(Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Out</b> <b>Expenditure</b> <b>Category</b>				<b>Transfer In</b> <b>Revenue</b> <b>Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,803,980.74	(A)		
ADD: Other Cash	216.90	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,804,197.64	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(20,147.29)	(H)		
Approved "B" Certified Forwards	(502.14)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(27,011.53)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	2,756,536.68	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 12th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058012

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>2,757,038.82</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(502.14)	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS		(D)
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A/P not C/F-Operating Categories		(D)
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		(D)
--	--	-----

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

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>2,756,536.68</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>2,756,536.68</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 12's estimated receipts are \$269,500 for FY 14/15 and \$269,500 for FY 15/16.

**Cost of Prosecution:**

Revenue estimate for Cost of Prosecution for FY 2014-15 is based on a monthly average over the past nine months (October 2013 through June 2014) of \$80,875 per month multiplied by 12 for a projection total of \$970,500. We anticipate no reduction or expansion of programs or collections in FY 2015-16, therefore, the projection remains the same.

**Worthless Check:**

Revenue estimate for Worthless Check for FY 2014-15 is based on a monthly average over the past nine months (October 2013 through June 2014) of \$609 per month multiplied by 12 for a projection total of \$7,308. We anticipate no reduction or expansion of programs or collections in FY 2015-16, therefore, the projection remains the same.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,247,308</b>
<b>Less 8% Service Charge</b>	<b>\$99,785</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,147,523</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$57,376</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,247,308</b>
<b>X 8% Service Charge</b>	<b>\$99,785</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,247,308</b>
<b>X 8% Service Charge</b>	<b>\$99,785</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$1,836</b>	<b>September 2014 Reversion</b>



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-12th Judicial Circuit
	20-2-339003

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	65,911.04	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>65,911.04</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>65,911.04</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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, Local Requirement**

This reimbursable grant is between this circuit and Sarasota County Government. This grant will receive revenue of \$74,983 for FY 2014-15 and project \$74,983 for FY 2015-16 with anticipation of the grant continuing.

**Drug Court, Local Requirement**

This reimbursable grant is between this circuit and Manatee County Government. This grant will receive revenue of \$65,911 for FY 2014-15 and project \$74,983 for FY 2015-16 with anticipation of the grant continuing.

**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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	6,407,304.51	(A)		
ADD: Other Cash	392.28	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	6,407,696.79	(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)	(46,698.35)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	6,360,998.44	(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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 13's estimated receipts are \$487,409 for FY 14/15 and \$487,409 for FY 15/16.

**Cost of Prosecution:**

SARTF Cost of Prosecution projected revenue is based on FY 13/14 actual receipts. Receipts for this time period were \$1,724,997.68. Revenue estimates for FY 2014-2015 are the same amount, \$1,724,997.68. Estimates for FY 2015-2016 are also \$1,724,997.68.

Service charges for FY 2014-2015 and FY 2015-2016 are projected to be \$137,089.50 for each year (\$1,724,997.68. - \$11,378.89 in estimated vehicle auction proceeds not subject to service charge = \$1,713,618.79 x 8%).

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,212,407</b>
<b>Less 8% Service Charge</b>	<b>\$176,993</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,035,414</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$101,771</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,212,407</b>
<b>X 8% Service Charge</b>	<b>\$176,993</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$2,212,407</b>
<b>X 8% Service Charge</b>	<b>\$176,993</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,263,861.84	(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>2,263,861.84</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)	(480.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>2,263,381.84</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 2015-2016 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 October, 2013, for FY 2013-2014.

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 2014-2015 and also for FY 2015-2016.

This fund 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. Anticipated funding for FY 2014-15 is:

\$150,097.00 – PIP Fraud  
\$136,034.00 – Workers Comp Fraud  
\$286,131.00 – Total Annual Receipts

Anticipated funding for FY 2015-2016 is expected to continue at the same amount.

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

There is no service charge associated with this fund.

## Prosecution of Local Ordinances

The projected revenue amount for the Local Ordinance Prosecution Trust Fund billed to Hillsborough County under Interlocal Agreement Document No. 11-0520 with Hillsborough County is anticipated to be \$24,000. in FY 2014-2015 and \$24,000. in FY 2015-2016 (\$6,000./qtr. x 4 = \$24,000./annually).

In addition, an annual invoice is submitted to the City of Plant City based on actual hours worked. In FY 2013-2014, the amount of the invoice was \$750. The FY 2014-2015 amount is anticipated at \$750.00 and FY 2015-2016 is also anticipated at \$750.00.

The revenue from Hillsborough County is subject to an 8% service charge, and is thereby reduced by that amount (\$1,920.) per year for both FY 2014-2015 and FY 2015-2016.

The revenue from the City of Plant City is also subject to an 8% service charge, and is thereby reduced by that amount (\$60.) per year for both FY 2014-2015 and FY 2015-2016.

Summary:

<u>Hillsborough Cty.</u>	<u>Plant City</u>	<u>Total</u>
\$24,000.00	\$750.00	\$24,750.00
<u>\$1,920.00</u>	<u>\$60.00</u>	<u>\$1,980.00 SCGR</u>
\$22,080.00	\$690.00	\$22,770.00 NET

## 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 2014-2015 and FY 2015-2016.

There is no service charge associated with this fund.



**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$24,750</b>
<b>Less 8% Service Charge</b>	<b>\$1,980</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$22,770</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,139</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$24,750</b>
<b>X 8% Service Charge</b>	<b>\$1,980</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$24,750</b>
<b>X 8% Service Charge</b>	<b>\$1,980</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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339016

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Financial Services FID #2393	001500	260,888.00	152,067.00	152,067.00	100522	Sarah Goodman / 10-6-14
Department of Financial Services FID #2795	001500		137,795.00	137,795.00	100526	Sarah Goodman / 10-6-14
<b>TOTAL</b>		<b>260,888.00</b>	<b>289,862.00</b>	<b>289,862.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,760,867.44</b>	(A)		
ADD: Other Cash	4,463.77	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	9,758.96	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,775,090.17</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,005.93)	(H)		
Approved "B" Certified Forwards	(18,266.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(32,056.27)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,721,761.97</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 14th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058014

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>1,740,027.97</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(18,266.00) (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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	(D)
--	-----

	(D)
--	-----

	(D)
--	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>1,721,761.97</b> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>1,721,761.97</b> (F)
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<b>DIFFERENCE:</b>	<b>0.00</b> (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 14's estimated receipts are \$178,640 for FY 14/15 and \$178,640 for FY 15/16.

**Cost of Prosecution:**

Cost of Prosecution revenues are projected at \$884,000 for FY 2014-15 and FY 2015-16 which is calculated on an average of the last three years revenue.

**Worthless Check Fees:**

Worthless check fees are projected at \$20,000 for FY 2014-15 and FY 2015-16 which is calculated on an average of the last three years revenue with a 10% increase. The 10% increase is conservatively calculated based on the State Attorney's Office conversion to an in-house diversion program which will generate additional revenues for the program.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,082,640</b>
<b>Less 8% Service Charge</b>	<b>\$86,611</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$996,029</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$49,801</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,082,640</b>
<b>X 8% Service Charge</b>	<b>\$86,611</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,082,640</b>
<b>X 8% Service Charge</b>	<b>\$86,611</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	84,075.02	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	35,421.51	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>119,496.53</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)	(1,904.60)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>117,591.93</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 2015-2016 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 2014-15 are based on a signed contract in the amount of \$248,281 and the State Attorney's Office anticipates the contract to be renewed for FY 2015-16 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, 2014) at \$59,695 and nine months (October, 2014-June, 2015) at \$186,586.

**VAWA** revenues for FY 2014-15 are based on a signed contract in the amount of \$58,233 and the State Attorney's Office anticipates the contract to be renewed for FY 2015-16 for the same amount.

**Court Information Technology** revenues for FY 2014-15 and FY 2015-16 are based on signed contracts for reimbursement of salary and benefits. Revenue for FY 2014-15 is contracted at \$76,401 and \$78,695.

**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 \$14,158 annually and even though there was an increase in revenues in FY 2013-14, revenues for FY 2014-15 and FY 2015-16 are conservatively calculated at \$12,500 annually.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$ 88,901</b>
<b>Less 8% Service Charge</b>	<b>\$7,112</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$81,789</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,089</b>



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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$88,901</b>
<b>X 8% Service Charge</b>	<b>\$7,112</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$91,195</b>
<b>X 8% Service Charge</b>	<b>\$7,296</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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339017

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	227,767.00	246,281.00	248,781.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	227,767.00	246,281.00	248,781.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>	<b>Amount</b>			<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,036,079.68</b>	(A)	-	
ADD: Other Cash	382.36	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,036,462.04</b>	(F)	-	
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(54,195.92)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(41,085.02)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>941,181.10</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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 15's estimated receipts are \$475,090 for FY 14/15 and \$475,090 for FY 15/16.

**Cost of Prosecution:**

Fee collection, \$110,000 per month for FY 2014-2015 and for FY 2015-2016

**Worthless Checks:**

Fee collection, \$3,000 per month for FY 2014-2015 and FY 2015-2016

**Restitution:**

Fee collection for Identity Fraud/Theft cases (HB409.) The Office handles 50-55 cases per year, estimating \$12,000 for FY 2015-2016.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,831,090</b>
<b>Less 8% Service Charge</b>	<b>\$146,487</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,684,603</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$84,230</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,831,090</b>
<b>X 8% Service Charge</b>	<b>\$146,487</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,831,090</b>
<b>X 8% Service Charge</b>	<b>\$146,487</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
\$2,446	FY 2012-13 NON-CF PAYABLE WRITE-OFF
\$17,016	SEPTEMBER 2013 CF REVERSION
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$12,011	SEPTEMBER 2014 CF REVERSION

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	133,673.63	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>133,673.63</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 (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>133,673.63</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 2015-2016 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, 2 federal forfeiture cases are still pending with total seized amount of over \$50,000 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 ongoing local (State) forfeiture cases potentially result in receiving forfeitures. 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:**

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
-\$1,241	PRIOR YEAR ACCRUAL ADJUSTMENT

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	389,796.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	28,326.85	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>418,123.19</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)	(427.04)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>417,696.15</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 2015-2016 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 # V13209 to receive \$339,923 (10/1/2013-9/30/2014) and V14209 for the amount of \$349,923 (10/1/2014-9/30/2015) and anticipating increase to \$370,000 for FY 2015-2016.

**VAWA:** The revenue amounts are fixed under contract # 15-8038-SAO to receive \$101,740 and anticipating the increase to \$120,000 for FY 2015-2016.

**County Ordinance:** The revenue amounts are fixed under contract # R2004-1419 to receive \$12,000 from Palm Beach County.

**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, in FY 2013-2014 to \$143,720, then amount increase to \$159,907 in FY 2014-2015. We anticipate a small increase in funding level for FY 2015-2016 and 2016-2017.

**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 2013-2014 in recurring Funds to the State Attorney 15<sup>th</sup> Circuit. In FY 2014-2015, the amount increased to \$157,172. We anticipate a small increase in funding level for FY 2015-2016 and 2016-2017. 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$12,000</b>
<b>Less 8% Service Charge</b>	<b>\$960</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$11,040</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$552</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$12,000</b>
<b>X 8% Service Charge</b>	<b>\$960</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$12,000</b>
<b>X 8% Service Charge</b>	<b>\$960</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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339018

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Financial Services FID #2393	001500	143,720.00	160,148.00	160,148.00	100522	Sarah Goodman / 10-6-14
Department of Financial Services FID #2795	001500	143,720.00	159,907.00	159,907.00	100526	Sarah Goodman / 10-6-14
Department of Legal Affairs FID #2261	001510	340,868.00	350,000.00	370,000.00		Sabrina Donovan / 10-13-2014
<b>TOTAL</b>		<b>628,308.00</b>	<b>670,055.00</b>	<b>690,055.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,213,089.59</b>	(A)		
ADD: Other Cash	74.37	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,213,163.96</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)	(3,130.85)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,210,033.11</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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 16's estimated receipts are \$92,401 for FY 14/15 and \$92,401 for FY 15/16.

**Cost of Prosecution** and **Worthless Checks** estimates are based on the prior year actual collections. The State Attorney Office, Sixteenth (16<sup>th</sup>) Judicial Circuit does not foresee any substantial changes that would positively or negatively affect the collection of these revenues.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$197,666</b>
<b>Less 8% Service Charge</b>	<b>\$15,813</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$181,853</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$9,093</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$197,666</b>
<b>X 8% Service Charge</b>	<b>\$15,813</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$197,666</b>
<b>X 8% Service Charge</b>	<b>\$15,813</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
-\$3,015	PRIOR YEAR ACCRUAL ADJUSTMENT
-\$18,150	FY 2012-13 CF ENCUMBRANCE

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	Budget Period: 2015 - 2016 Justice Administration
<b>Trust Fund Title:</b>	Forfeiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys Office-16th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316016

	Balance as of 6/30/2014		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, 07/01/2014</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	911,521.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	4,159.42	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>915,680.76</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, 07/01/2014</b>	<b>915,680.76</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 16th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Victims of Crime (VOCA)**

The amounts are based upon a contract which states the maximum amount payable.

**Stop Violence Against Women (VAWA)**

The amounts are based upon a contract which states the maximum amount payable.

**Monroe County – Cty Ordinances**

The amounts are based upon current year revenues. Since the number of cases referred have been down a bit during the last several months the amount from current year revenues has been reduced to reflect that reduced volume of cases.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$550</b>
<b>Less 8% Service Charge</b>	<b>\$44</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$506</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$25</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$550</b>
<b>X 8% Service Charge</b>	<b>\$44</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$500</b>
<b>X 8% Service Charge</b>	<b>\$40</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,011,108.73	(A)		
ADD: Other Cash	589.34	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,011,698.07	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(660.11)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(50,461.25)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	960,576.71	(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.

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

**Budget Period: 2015 - 2016**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 17th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058017

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>958,566.44</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

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

A/P not C/F-Operating Categories	2,010.27	(D)
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		(D)
--	--	-----

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

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

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>960,576.71</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>960,576.71</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 17's estimated receipts are \$732,270 for FY 14/15 and \$732,270 for FY 15/16.

**Cost of Prosecution:**

There are many factors that affect all State Attorney Office's ability to receive Cost of Prosecution revenues, most importantly is 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 FY2015-16 are based on a receipts received from FY 2013-14

FY2013-14 Receipts \$1,595,285

FY2014-15 Receipts \$1,595,285

**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

***Worthless Checks Continued:***

utilization of private collection services. The State Attorney program provides quicker payments to victims and established education for violators.

Projections for FY2015-16 are based on the receipts from the FY2013-14.

FY2013-14 Receipts \$12,171

FY2014-15 Receipts \$12,171

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,339,726</b>
<b>Less 8% Service Charge</b>	<b>\$187,178</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,152,548</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$107,627</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,339,726</b>
<b>X 8% Service Charge</b>	<b>\$187,178</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$2,339,726</b>
<b>X 8% Service Charge</b>	<b>\$187,178</b>

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

**None Applicable**

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

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

**Revenue Estimating Methodology:**

The State Attorney 17<sup>th</sup> Circuit has entered into an Equitable Sharing Agreement with the Department of Justice and anticipates receiving substantial forfeiture funds in fiscal year 14-15 and 15-16. The receipt of these funds is based on Task Force Involvement and asset availability.

The current funds pending forfeiture documentation is approximately \$200,000 (current year budget amendment will be submitted upon completion of ACH documentation).

The State Attorney's Office, Seventeenth Judicial Circuit estimates that over \$200,000 will be received in FY 15-16.

**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: 2015 - 2016</b> Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office-17th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339011

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	718,067.59	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	16,151.19	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>734,218.78</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,958.44)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8,203.14)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>720,057.20</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 FY2013-14 \$194,705 based on the VOCA contract

Receipts FY2014-15 \$210,378 based on the updated VOCA contract

Receipts FY2015-16 is estimated at \$210,378 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 FY2013-14 \$129,099 based on the VAWA contract

Receipts FY2014-15 \$128,088 based on the updated VAWA contract



**VAWA CONTINUED:**

Receipts FY2015-16 is estimated at \$128,088 and is based on the current VAWA contract

**PROSECUTION OF INSURANCE FRAUD:**

Estimated receipts are based on the current fiscal year appropriation of \$158,050 as specified in the Conference Report on Senate Bill 1500.

Receipts FY2013-14 \$143,720

Receipts FY2014-15 \$159,828

Receipts FY2015-16 is estimated at \$159,828

**WORKER'S COMPENSATION FRAUD:**

Estimated receipts are based on the current fiscal year appropriation of \$157,163 as specified in the Conference Report on Senate Bill 1500.

Receipts FY2013-14 \$143,720

Receipts FY2014-15 \$158,816

Receipts FY2015-16 is estimated at \$158,816

**PARI-MUTUEL ENFORCEMENT:**

Estimated receipts are based on the current fiscal year appropriation of \$214,257 as specified in the Conference Report on Senate Bill 1500.

Receipts FY2013-14 \$172,192

Receipts FY2014-15 \$214,257

Receipts FY2015-16 is estimated at \$214,257

**TAX RECOVERY ENFORCEMENT DIVERSION PROGRAM:**

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

Receipts FY2013-14 \$50,000

Receipts FY2014-15 \$50,000

Receipts FY2015-16 is estimated at \$50,000

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$346,938</b>
<b>Less 8% Service Charge</b>	<b>\$27,755</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$319,183</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$15,959</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$346,938</b>
<b>X 8% Service Charge</b>	<b>\$27,755</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$346,938</b>
<b>X 8% Service Charge</b>	<b>\$27,755</b>

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

**None Applicable**

**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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339011

<b>Transfers In</b> <b>(Provide Agency and Fund Number Received From)</b>	<b>Transfer In Revenue Category</b>	<b>Amount FY 13-14 (A01)</b>	<b>Amount FY 14-15 (A02)</b>	<b>Amount FY 15-16 (A03)</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
Department of Legal Affairs FID #2261	001510	194,752.00	210,378.00	210,378.00		Sabrina Donovan / 10-13-2014
Department of Financial Services FID #2393	001500	143,720.00	159,828.00	159,828.00	100522	Sarah Goodman / 10-6-14
Department of Financial Services FID #2795	001500	143,720.00	158,816.00	158,816.00	100526	Sarah Goodman / 10-6-14
Dept of Business & Prof Regulation FID #2520	001500	208,651.00	222,971.00	222,971.00	100614	Paula Crosby / 10/1/2014
	<b>TOTAL</b>	690,843.00	751,993.00	751,993.00		

<b>Transfers Out (Operating and Non-Operating)</b> <b>(Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	379,724.46	(A)		
ADD: Other Cash	19,391.90	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>399,116.36</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(33,193.06)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>365,923.30</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 18th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 18's estimated receipts are \$406,559 for FY 14/15 and \$406,559 for FY 15/16.

**Cost of Prosecution – COP:**

Based on the revenues for the first two months of FY 2014/2015 the average revenue is \$98,581. Multiplying the average by twelve months the estimated revenue is \$1,182,972 for FY 2014/2015 and \$1,182,972 for FY 2015/2016.

**Worthless Checks:**

Based on the revenues for the first two months of FY 2014/2015 the average revenue is \$4,840. Multiplying the average by twelve months the estimated revenue is \$58,080 for FY 2014/2015 and \$58,080 for FY 2015/2016.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,647,611</b>
<b>Less 8% Service Charge</b>	<b>\$131,809</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,515,802</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$75,790</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,647,611</b>
<b>X 8% Service Charge</b>	<b>\$131,809</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,647,611</b>
<b>X 8% Service Charge</b>	<b>\$131,809</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	66,903.68	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	54,787.26	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>121,690.94</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)	(56.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>121,634.94</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 2015-2016 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 \$336,851 in FY 2014/2015 and \$336,851 in FY 2015/2016.

**Violence Against Women Act-VAWA:** The revenue amounts are fixed under the grant contract and are estimated to be \$86,544 for FY 2014/2015 and \$86,544 for FY 2015/2016.

**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 the revenues for the first two months of FY 2014/2015 the estimated revenue is \$18,000 for FY 2014/2015 and \$18,000 for FY 2015/2016.

**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. With the changes in the program and the personnel, the estimated revenues for this program are \$94,000 for FY 2014/2015 and \$94,000 for FY 2015/2016.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$18,000</b>
<b>Less 8% Service Charge</b>	<b>\$1,440</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$16,560</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$828</b>



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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$18,000</b>
<b>X 8% Service Charge</b>	<b>\$1,440</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$18,000</b>
<b>X 8% Service Charge</b>	<b>\$1,440</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 categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339009

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	332,731.00	336,851.00	336,851.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	332,731.00	336,851.00	336,851.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>	<b>Amount</b>			<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,252,424.83	(A)		
ADD: Other Cash	176.00	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,252,600.83	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(22,273.46)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	1,230,327.37	(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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 19's estimated receipts are \$218,680 for FY 14/15 and \$218,680 for FY 15/16.

**COST OF PROSECUTION:**

Costs for the state attorney shall be set in all cases at no less than \$50 per case when a misdemeanor or criminal traffic offense is charged and no less than \$100 per case when a felony offense is charged, including a proceeding in which the underlying offense is a violation of probation or community control. The court may set a higher amount upon a showing of sufficient proof of higher costs incurred. Costs recovered on behalf of the state attorney are deposited into the State Attorneys Revenue Trust Fund to be used during the fiscal year in which the funds are collected, or in any subsequent fiscal year, for actual expenses incurred in investigating and prosecuting criminal cases, which may include the salaries of permanent employees, or for any other purpose authorized by the Legislature. In general, revenue estimates are based on historical data, current contracts, new collection methodologies and evaluation of current criminal justice activity trends.

Based on receipts from previous fiscal years, we estimate collections at \$730,770 for FY14-15 and \$758,693 for FY15-16.

**RESTITUTION – (HB 409):**

HB 409 requires the court to impose a surcharge on persons convicted of any crime in s. 817.568, Florida Statutes. Beginning October 1, 2014, payment of the surcharge must be a condition of probation, community control, or any other court-ordered supervision and may not be waived by the court. If a defendant has been ordered to pay restitution in accordance with s. 775.089, Florida Statutes, the \$1,001 surcharge must be included in a judgment. HB 409 allocates that \$250 of the surcharge is deposited into the State Attorney Revenue Trust Fund for the purpose of funding prosecutions of offenses relating to the criminal use of personal identification information.

This circuit currently has 589 open cases filed under this statute. We estimate an 80% conviction rate; thus, we estimate FY15-16 receipts at \$117,750.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$949,450</b>
<b>Less 8% Service Charge</b>	<b>\$75,956</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$873,494</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$43,675</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$949,450</b>
<b>X 8% Service Charge</b>	<b>\$75,956</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$977,373</b>
<b>X 8% Service Charge</b>	<b>\$78,190</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: 2015 - 2016</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 6/30/2014		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, 07/01/2014</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	50,128.52	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	53,858.39	(D)		
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>103,986.91</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)	(48.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>103,938.91</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Revenues received from the VOCA and VAWA Grants are based solely on current Grant awards in effect:

**Victims of Crime Act / VOCA Grant No. V13195**

**Stop Violence Against Women / VAWA Grant No. 15-8042-SAO**

**LOCAL ORDINANCE PROSECUTION:**

Our current Interlocal Agreement with Indian River County extends until December 31, 2015. Due to the increase in contracts and prosecutions, we anticipate extending this program after December 2015, in Indian River County. All estimates and projections for the Local Ordinance Prosecution Interlocal Agreement are based solely on caseload figures and amounts stated in the current Interlocal Agreement. We estimate receipts for FY14-15 and FY15-16 at \$5,000 each year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>X 8% Service Charge</b>	<b>\$400</b>
<b>FY 2015-16-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-19th Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339020

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	316,498.00	337,221.00	337,221.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	316,498.00	337,221.00	337,221.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>	<b>Amount</b>			<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	754,444.01	(A)		
ADD: Other Cash	310.48	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	754,754.49	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(32,530.65)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	722,223.84	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should 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 2015-2016 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 February 2014 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$7.7M for FY 2014-2015 and \$7.7M in FY 2015-2016. Using each circuit's pro-rata share of the total actual receipts for FY 2013-14, SA 20's estimated receipts are \$385,770 for FY 14/15 and \$385,770 for FY 15/16.

**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 FY2013/14 \$18,983 \* 1.03 (increase) = FY2014/15 Receipts \$19,552

Receipts FY2014/15 \$19,552 \* 1.03 (increase) = FY2015/16 Receipts \$20,139

**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 FY2015-16 are based 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 2013-14 \$1,074, 467 \* 1.065 (increase) =

FY 2014-15 Receipts \$1,144,307

Receipts FY 2014-15 \$1,144,307 \* 1.065 (increase) =

FY 2015-16 Receipts \$1,218,687

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,549,629</b>
<b>Less 8% Service Charge</b>	<b>\$123,970</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,425,659</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$71,283</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,549,629</b>
<b>X 8% Service Charge</b>	<b>\$123,970</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$1,624,596</b>
<b>X 8% Service Charge</b>	<b>\$129,968</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	21,114.72	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	7,816.25	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>28,930.97</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)	(48.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>28,882.97</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

1. Stop Violence Against Women (VAWA) - The revenue amount of \$105,000 is fixed under contract 14-8043-SAO for FY14/15. For FY15/16, the revenues are based on current funding levels since future funding through this grant is uncertain.
2. Victim of Crime Acts (VOCA) - The revenue amount of \$106,000 is fixed under contract V14081 for FY14/15. Since the amount of funding available for FY15/16 is uncertain we estimated revenues as \$106,000 which is based on the funding we had previously received.
3. Lee County Jail - The projected revenue amounts for the Lee County Jail position for FY14/15 and 15/16 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. Local Ordinance Prosecution - The revenue amounts for Ordinance Prosecution are based on Interlocal Agreements with Charlotte, Collier, Hendry and Lee counties for prosecution of municipal ordinances. Municipal ordinances are billed at \$50 per ordinance. We estimate to receive approximately \$3,325 from each county for FY14/15 and FY15/16.
5. Lee County File Clerk - The projected revenue amounts for the Lee County File Clerk position for FY14/15 and 15/16 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 FY14/15 and 15/16 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 FY14/15 and 15/16 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 FY14/15 and FY15/16 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 work under these grant positions.

9. Collier Jail Reduction - The projected revenue amounts for the Collier Fast Track position for FY14/15 and FY15/16 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 FY14/15 and FY15/16 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$14,000</b>
<b>Less 8% Service Charge</b>	<b>\$1,120</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$12,880</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$644</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$14,000</b>
<b>X 8% Service Charge</b>	<b>\$1,120</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$14,000</b>
<b>X 8% Service Charge</b>	<b>\$1,120</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-20th Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339020

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Department of Legal Affairs FID #2261	001510	90,930.00	106,000.00	106,000.00		Sabrina Donovan / 10-13-2014
	<b>TOTAL</b>	90,930.00	106,000.00	106,000.00		

<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

# **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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	244,977.35	(A)		
ADD: Other Cash	129.58	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>245,106.93</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,248.97)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>241,857.96</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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD01 estimated receipts are \$154,126 for FY 14/15 and \$154,126 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$154,126</b>
<b>Less 8% Service Charge</b>	<b>\$12,330</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$141,796</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,090</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$154,126</b>
<b>X 8% Service Charge</b>	<b>\$12,330</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$154,126</b>
<b>X 8% Service Charge</b>	<b>\$12,330</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	10,131.83	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	11,127.01	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>21,258.84</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)	(2,842.48)	(I)		
LESS :Offset to Negative Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>18,416.36</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 2014-15 and 2015-16.

**County IT: (Escambia / Santa Rosa / Okaloosa / Walton)**

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

FY 2014-15 - \$137,184.48 based on receipts in following months:

    \$11,127.01 July 2014

    \$11,459.77 August 2014 – June 2015

FY 2015-16 - \$11,459.77 per month for 12 months - \$137,517.24

Increases are due to additional cost of benefits.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$142,184</b>
<b>Less 8% Service Charge</b>	<b>\$11,375</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$130,809</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,540</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$142,184</b>
<b>X 8% Service Charge</b>	<b>\$11,375</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$142,517</b>
<b>X 8% Service Charge</b>	<b>\$11,401</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	724,469.88	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>724,469.88</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,837.41)	(H)		
Approved "B" Certified Forwards	(7,126.42)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,999.76)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>700,506.29</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<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:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/13**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>707,632.71</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(7,126.42) (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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	(D)
--	-----

	(D)
--	-----

	(D)
--	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>700,506.29</b> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>700,506.29</b> (F)
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<b>DIFFERENCE:</b>	<b>0.00</b> (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 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. There exists a 17 year history of collections and with the exception of two years, there has been no year where total 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 Public Defender for the First Circuit is committed to increasing the collections for this trust fund and continually enhances procedures to achieve this goal. The projection for fees and restitution is based on the historical collections since 2010-2011.

**FEES**

Collections for fees has decreased by an average of 5.6% since 2010-11 however fee revenues increased 25.86% in FY 2013-14, therefore, the projection for 2014-15 and 2015-16 for fees is held harmless at the 2013-14 level.

2010-11 - \$549,682  
2011-12 - \$394,690  
2012-13 - \$338,179  
2013-14 - \$425,608  
2014-15 - \$425,608  
2015-16 - \$425,608

**RESTITUTION**

Collections for restitution have increased an average of 16.9% since 2010-11. There was a decrease in 2013-14 collections, however based on the steady increases in prior years, the projected revenues for restitution in 2014-15 and 2015-16 are estimated at that same level of increase.

2010-11 - \$241,213  
2011-12 - \$311,359  
2012-13 - \$430,096  
2013-14 - \$359,565  
2014-15 - \$420,331  
2015-16 - \$491,367

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$425,608</b>
<b>Less 8% Service Charge</b>	<b>\$34,049</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$391,559</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$19,578</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$425,608</b>
<b>X 8% Service Charge</b>	<b>\$34,049</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$425,608</b>
<b>X 8% Service Charge</b>	<b>\$34,049</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>-\$29,572</b>	<b>FY 2012-13 CF ENCUMBRANCE</b>
<b>\$116</b>	<b>SEPTEMBER 2013 CF REVERSION</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,393.68	(A)		
ADD: Other Cash	89.76	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: Anticipated Rev for 4th Qtr GR Svc Chg		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,483.44	(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)	(2,250.44)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	233.00	(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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD02 estimated receipts are \$122,483 for FY 14/15 and \$122,483 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$122,483</b>
<b>Less 8% Service Charge</b>	<b>\$9,799</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$112,684</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$5,634</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$122,483</b>
<b>X 8% Service Charge</b>	<b>\$9,799</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$122,483</b>
<b>X 8% Service Charge</b>	<b>\$9,799</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	7,448.35	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	<b>7,448.35</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, 07/01/2014</b>	<b>7,448.35</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Revenue estimations are based on an agreement 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. We anticipate that this contract will renew and funding will be provided. It is estimated that this contract will be for \$51,544.00.

Revenue estimations are based on an agreement between Leon County and the Office of the 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>	<b>Budget Period: 2015 - 2016</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-2nd Judicial Circuit
	20-2-974002

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	116,028.44	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>116,028.44</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(9,045.23)	(H)		
Approved "B" Certified Forwards	(1,500.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,162.59)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>101,320.62</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<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:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>102,820.62</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(1,500.00)	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS		(D)
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A/P not C/F-Operating Categories		(D)
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		(D)
--	--	-----

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

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>101,320.62</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>101,320.62</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

# **FY 2015-2016 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 19 year history of collections. Secondly, monthly collection data is compiled, distributed and monitored monthly. If there is a negative change in collections, efforts are immediately put in place to determine why a reduction occurred. Most of the time when a monthly collection is substantially less, the Clerk's office has made an error in reporting the collections accurately and it is subsequently corrected. The projections were made on the basis of historical data.

Fiscal Year 2013/2014 Indigent Criminal Defense Trust Fund revenue was slightly higher than Fiscal Year 2012/2013 revenue. In Fiscal Year 2011/2012 Leon County abolished a dedicated collections court and withdrew all outstanding writs that had been issued for failure to appear at a collections court hearing. In Fiscal Year 2012/2013 our office implemented procedures to offset the changes in collections court made by Leon County.

##### **Methodology**

To continue the increase in collections seen in Fiscal Year 2013/2014 we continue to implement the following procedures for collections which include but are not limited to:

- 1) Setting up very low monthly payment plans for clients who cannot afford bulk payments
- 2) Being more proactive in contacting clients at the beginning of their cases to urge them 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 providing clear instructions on how to submit payments.

## **Data Analysis**

By implementing the above changes in fiscal year 2013/2014, we continued to see an overall increase in the collections for the last six months of the fiscal year in three of the six counties we serve. These increases range from 41.5657% to 57.9923%, with an overall increase of 19.1795% for the last six months of fiscal year 2013/2014.

## **Conclusion**

Based on this data, and our continued efforts to increase collections, we expect the trend to continue in fiscal year 2014/2015, as well as the 2015/2016 fiscal year.

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

<b>FY 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$221,903</b>
<b>X 8% Service Charge</b>	<b>\$17,752</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$261,593</b>
<b>X 8% Service Charge</b>	<b>\$20,927</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$1,662	September 2013 Reversion
-\$6,230	FY 2012-13 CF ENCUMBRANCE

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	13,902.66	(A)		
ADD: Other Cash	41.74	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>13,944.40</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 (SCGR)	(1,045.94)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>12,898.46</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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD03 estimated receipts are \$49,417 for FY 14/15 and \$49,417 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$49,417</b>
<b>Less 8% Service Charge</b>	<b>\$3,953</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$45,464</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,273</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$49,417</b>
<b>X 8% Service Charge</b>	<b>\$3,953</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$49,417</b>
<b>X 8% Service Charge</b>	<b>\$3,953</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	400,157.44	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>400,157.44</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)	(2,587.24)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>397,570.20</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 2015-2016 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 generally increased 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.

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 2014-15-Receipts Applicable to SCGR</b>	<b>\$131,000</b>
<b>Less 8% Service Charge</b>	<b>\$10,480</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$120,520</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,026</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$131,000</b>
<b>X 8% Service Charge</b>	<b>\$10,480</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$137,000</b>
<b>X 8% Service Charge</b>	<b>\$10,960</b>

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

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	65,050.26	(A)		
ADD: Other Cash	175.45	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		t		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	65,225.71	(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)	(4,398.87)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	60,826.84	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should 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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD04 estimated receipts are \$207,596 for FY 14/15 and \$207,596 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$207,596</b>
<b>Less 8% Service Charge</b>	<b>\$16,608</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$190,988</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$9,549</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$207,596</b>
<b>X 8% Service Charge</b>	<b>\$16,608</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$207,596</b>
<b>X 8% Service Charge</b>	<b>\$16,608</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	21,585.48	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>21,585.48</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,058.88)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>20,526.60</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 2015-2016 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 for Duval County. There is no maximum for Nassau County; however, income from that small county is minimal.
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. Revenue for FY 2014-2015 is estimated at \$246,572 which includes revenue from the previous year that lags due to the differing fiscal years of each county. The estimate for FY 2015-2016 includes an anticipated 5% increase in benefits which will be factored into the salary/benefit reimbursements.  $\$246,572 \times 5\% \text{ increase} = \$258,901$ .

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$276,572</b>
<b>Less 8% Service Charge</b>	<b>\$22,126</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$254,446</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,722</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$276,572</b>
<b>X 8% Service Charge</b>	<b>\$22,126</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$288,901</b>
<b>X 8% Service Charge</b>	<b>\$23,112</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	175,620.98	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>175,620.98</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,925.06)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,112.57)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>161,583.35</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 2015-2016 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 17 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 difference is the result of overlap of deposits between two months and it is subsequently corrected. Based on this documented data collection, the projections were made.

After two fiscal years of posted revenue declines in the Indigent Criminal Defense Trust Fund collections due to the still recovering economy, there are indications that this trend is reversing. Last year, overall collections in ICDTF increased by 1% and the first two months of revenue collections in the current Fiscal Year have posted 12% increases over the same time period of Fiscal Year 13-14. With the Public Defender's Office, 4<sup>th</sup> Circuit defending an average of approximately 39,000 cases (average of the past 8 years) annually, the potential receipts on the \$50 application fee alone are over \$1.7M (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 39% collected in FY 2013-14.

The agency has undertaken increased collection efforts including implementation of an enhanced computer program which will allow tracking of individual client payments. Cooperative efforts with the Clerk's Office have resulted in an onsite payment kiosk in the Public Defender's Office to make it easier for clients and families to pay their application fees. With these enhancements to the current collections program, a commitment to increasing its collection efforts, and a recovering economic outlook, the agency has set the goal of a 15% increase in the current Fiscal Year which is a minimal 7.8% increase over the more realistic FY 10-11 collections. The agency also projects an additional 10% the following year which would bring collections to at least 50% of the potential. The agency has realized significant increases over the previous six (6) years and even with a sluggish economy, with the exception of FY 2011-12 and FY 2012-13 has seen regular increases in ICDTF collections every year.

	<u>Actual</u> <u>FY 13/14</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>15%</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 14/15</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>10 %</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 15/16</u>
Fees	\$ 386,704	\$ 58,006	\$ 444,710	\$ 44,710	\$ 489,420
Restitution	\$ 299,856	\$ 44,978	\$ 344,834	\$ 34,483	\$ 379,317
<b>Total</b>	<b>\$ 686,560</b>	<b>\$ 102,984</b>	<b>\$ 789,544</b>	<b>\$ 91,304</b>	<b>\$ 868,737</b>

**Non-Recurring**

<b>Total</b>	<u>16,064</u>	<u>N/A</u>	<u>6,600</u>		<u>\$ 0</u>
	<b>\$ 702,624</b>		<b>\$796,144</b>		<b>\$ 868,737</b>

**5 Percent State Trust Fund Reserve:**

FY 2014-15-Receipts Applicable to SCGR	\$444,710
Less 8% Service Charge	\$35,577
= Receipts Applicable to 5% Assessment	\$409,133
X 5% State Trust Fund Reserve	\$20,457

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

FY 2014-15-Receipts Applicable to SCGR	\$444,710
X 8% Service Charge	\$35,577
FY 2015-16-Receipts Applicable to SCGR	\$489,420
X 8% Service Charge	\$39,154

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

**COLUMN A01**

**DESCRIPTION**

\$1	September 2013 Reversion
-\$17,829	FY 2012-13 CF ENCUMBRANCE

**COLUMN A02**

**DESCRIPTION**

\$5	September 2014 Reversion
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## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	42,090.42	(A)		
ADD: Other Cash	108.79	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>42,199.21</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,727.74)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>39,471.47</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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD05 estimated receipts are \$134,429 for FY 14/15 and \$134,429 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$134,429</b>
<b>Less 8% Service Charge</b>	<b>\$10,754</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$123,675</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,184</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$134,429</b>
<b>X 8% Service Charge</b>	<b>\$10,754</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$134,429</b>
<b>X 8% Service Charge</b>	<b>\$10,754</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,554.31	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,554.31</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)	(32.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,522.31</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 \$1,500. Current year and LBR year revenue is expected to continue to level off or slightly 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>Less 8% Service Charge</b>	<b>\$160</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,840</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$92</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>X 8% Service Charge</b>	<b>\$160</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>X 8% Service Charge</b>	<b>\$160</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	595,459.99	(A)		
ADD: Other Cash	359.61	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	595,819.60	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(15,167.02)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(11,372.06)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	569,280.52	(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 2015-2016 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 10/11 annual revenue totaled \$1,086,588; in FY 11/12 the annual revenue was \$1,164,144 (a 7.1% increase over prior year); in FY 12-13 annual revenue was \$1,186,390 (a 1.9% increase over prior year); in FY 13-14 annual revenue was \$1,310,227 (a 10.4% increase over prior year) or \$109,185 per month. Current year revenue estimate and LBR estimate of \$109,185 per month are based on an assessment that revenue collections have peaked and therefore will remain static with the present monthly average, with minimal increase if any.

\$109,185 x 12 Months = \$1,310,227    -    FY 2014-15 Estimated Revenue  
\$109,185 x 12 Months = \$1,310,227    -    FY 2015-16 Estimated Revenue

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$515,100</b>
<b>Less 8% Service Charge</b>	<b>\$41,208</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$473,892</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$23,695</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$515,100</b>
<b>X 8% Service Charge</b>	<b>\$41,208</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$515,100</b>
<b>X 8% Service Charge</b>	<b>\$41,208</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
\$113	September 2013 Reversion

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	76,300.46	(A)		
ADD: Other Cash	236.89	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	76,537.35	(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)	(5,939.48)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	70,597.87	(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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD06 estimated receipts are \$284,163 for FY 14/15 and \$284,163 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$284,163</b>
<b>Less 8% Service Charge</b>	<b>\$22,733</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$261,430</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$13,072</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$284,163</b>
<b>X 8% Service Charge</b>	<b>\$22,733</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$284,163</b>
<b>X 8% Service Charge</b>	<b>\$22,733</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: 2015 - 2016</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
	20-2-339027

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	346,599.95	(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>346,599.95</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)	(13,422.88)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>333,177.07</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 2015-2016 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 2014-2015 with Pinellas County for IT (\$46,306) and ITP funding (\$124,340), with the Pinellas County Sheriff for Homeless Outreach (\$124,898).

Estimates for 2015-2016 funds are based on anticipated reapprovals of contracts with Pinellas County for IT and ITP, with the Pinellas County Sheriff for continued funding in the next fiscal year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$170,646</b>
<b>Less 8% Service Charge</b>	<b>\$13,652</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$156,994</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,850</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$170,646</b>
<b>X 8% Service Charge</b>	<b>\$13,652</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$170,646</b>
<b>X 8% Service Charge</b>	<b>\$13,652</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	359,138.65	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	<b>359,138.65</b>	(F)			
LESS Allowances for Uncollectibles		(G)			
LESS Approved "A" Certified Forwards	(7,926.12)	(H)			
Approved "B" Certified Forwards		(H)			
Approved "FCO" Certified Forwards		(H)			
LESS: Other Accounts Payable (SCGR)	(14,378.08)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>336,834.45</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 2015-2016 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 17 year history of collections and the first year that collections were less than the previous year was FYE 6/30/13, where collections in the 6<sup>th</sup> Circuit dropped by \$128,393.

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 dramatically and at June 2014 stands at 6.2%

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 2014 through July 2014 = \$653,265 ÷ 6 months = \$108,877/month x 12 = \$1,306,530 estimated for FY 2014-2015).

To further support this assumption, our highest collection months in FYE 2014 were March (\$141,514) and April (\$132,739), as unemployment reached its lowest point in April, to 5.7%.

Economic indicators predict an improving employment outlook in Florida which should in turn increase ICDF collections for 2015-2016 (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.

**We are showing “unfunded budget” of \$349,600 due to the unanticipated decrease in receipts in FY 2012-2013 in the event our actual receipts for FY 14-15 and FY 15-16 are higher than current estimates.**

	<b>ACTUAL FY 13/14</b>	<b>ESTIMATED FY 14-15</b>	<b>ESTIMATED +1% FY 15-16</b>
<b>Fees</b>	\$633,954	\$712,058	\$719,179
<b>Restitution</b>	\$532,515	\$594,472	\$600,416
	<b>\$1,166,469</b>	<b>\$1,306,530</b>	<b>\$1,319,595</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$712,058</b>
<b>Less 8% Service Charge</b>	<b>\$56,965</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$655,093</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$32,755</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$712,058</b>
<b>X 8% Service Charge</b>	<b>\$56,965</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$719,179</b>
<b>X 8% Service Charge</b>	<b>\$57,534</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$481</b>	<b>September 2013 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	75,306.13	(A)		
ADD: Other Cash	128.27	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	75,434.40	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,215.96)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	72,218.44	(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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD07 estimated receipts are \$154,425 for FY 14/15 and \$154,425 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$154,425</b>
<b>Less 8% Service Charge</b>	<b>\$12,354</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$142,071</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,104</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$154,425</b>
<b>X 8% Service Charge</b>	<b>\$12,354</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$154,425</b>
<b>X 8% Service Charge</b>	<b>\$12,354</b>

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

**None Applicable**



**FY 2015-2016 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 Actual 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 Estimated Contract/Receipts in the amount of \$85,468, broken down as follows:

1<sup>st</sup> Quarter Payment: \$20,587  
2<sup>nd</sup> Quarter Payment: \$21,627  
3<sup>rd</sup> Quarter Payment: \$21,627  
4<sup>th</sup> Quarter Payment: \$21,627

FY2015-16 Requested Contract/Receipts in the amount of \$86,506, broken down as follows:

1<sup>st</sup> Quarter Payment: \$21,626  
2<sup>nd</sup> Quarter Payment: \$21,626  
3<sup>rd</sup> Quarter Payment: \$21,627  
4<sup>th</sup> Quarter Payment: \$21,627

**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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	144,237.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>144,237.34</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,198.30)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,164.40)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>134,874.64</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 2015-2016 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 2013-2014 Indigent Criminal Defense Trust Fund Revenue was 7.26% higher overall than Fiscal Year 2012-2013 revenue. Although Judges are assessing liens in more cases, which in turn will result in higher collections, there has not been a significant increase in caseload figures. Monthly collections for the first three months of the current fiscal year have remained stagnant. Based upon these key indicators, we are conservatively anticipating the growth of collections at 4% for Fiscal Year 2014-2015 and 4% for Fiscal Year 2015-2016.

	Actual	Actual	Overall	Overall	Overall
	<u>FY 12-13</u>	<u>FY13-14</u>	Increase	Estimated	Estimated
			<u>7.26%</u>	Receipts	Receipts
				<u>FY14-15</u>	<u>FY15-16</u>
Fees	\$250,544	\$260,296	\$ 9,752	\$270,708	\$281,536
Restitution	\$179,215	\$200,662	\$21,447	\$208,688	\$217,036
Total	\$429,759	\$460,958	\$31,199	\$479,396	\$498,572

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$270,708</b>
<b>Less 8% Service Charge</b>	<b>\$21,657</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$249,051</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,453</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$270,708</b>
<b>X 8% Service Charge</b>	<b>\$21,657</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$281,536</b>
<b>X 8% Service Charge</b>	<b>\$22,523</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	124,632.40	(A)		
ADD: Other Cash	84.78	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	124,717.18	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,125.80)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	122,591.38	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

\*\* This amount should 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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD08 estimated receipts are \$100,782 for FY 14/15 and \$100,782 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$100,782</b>
<b>Less 8% Service Charge</b>	<b>\$8,063</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$92,719</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,636</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$100,782</b>
<b>X 8% Service Charge</b>	<b>\$8,063</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$100,782</b>
<b>X 8% Service Charge</b>	<b>\$8,063</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,803.72	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>4,803.72</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)	(120.00)	(I)		
LESS: Offset To Negative Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>4,683.72</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 2015-2016 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 \$6000, paid in quarterly installments of \$1500, 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 \$6000 is based on an estimate of 100 cases per year requiring an average of 1.2 hours per case at \$50 per hour. The updated agreement between the City of Gainesville and the Public Defender's Office, Eighth Circuit specifically prohibits the assessment of administrative fees and/or service charges, accordingly this fund will not show a negative fund balance due to the service charges to general revenue as it has in past years.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$6,000</b>
<b>Less 8% Service Charge</b>	<b>\$480</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$5,520</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$276</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$6,000</b>
<b>X 8% Service Charge</b>	<b>\$480</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$6,000</b>
<b>X 8% Service Charge</b>	<b>\$480</b>

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

**None Applicable**



# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	430,247.98	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>430,247.98</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(23,000.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,312.07)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>402,935.91</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<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:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>425,935.91</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	_____(23,000.00) (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	_____ (D)
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A/P not C/F-Operating Categories	_____ (D)
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_____ (D)
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_____ (D)
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_____ (D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>402,935.91</b> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>402,935.91</b> (F)
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<b>DIFFERENCE:</b>	<b>0.00</b> (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 8<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Established on January 1, 1995, the Indigent Criminal Defense Trust Fund has a 19 year history of collections. There has never been an individual year during the 19 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, we project the average monthly revenue for this fund from both Application Fees and court assessed Legal Representation costs to remain at or above the 4 year average of \$32,631. Additionally, we expect 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 help ensure that the monthly revenue projections are realized. Based on historical average, 42% of these revenues are from Application Fes, and 58% are from court assessed Legal Representation costs ["Restitution"].

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$164,460</b>
<b>Less 8% Service Charge</b>	<b>\$13,157</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$151,303</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,565</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$164,460</b>
<b>X 8% Service Charge</b>	<b>\$13,157</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$164,460</b>
<b>X 8% Service Charge</b>	<b>\$13,157</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
-\$27,000	FY 2012-13 CF ENCUMBRANCE
\$311	SEPTEMBER 2013 CF REVERSION
\$3,185	FY 2012-13 NON-CF PAYABLE WRITE-OFF
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$6,500	SEPTEMBER 2014 CF REVERSION

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	97,927.27	(A)		
ADD: Other Cash	170.22	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>98,097.49</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)	(4,267.89)	(I)		
LESS: Offset To Negative Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>93,829.60</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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD09 estimated receipts are \$182,071 for FY 14/15 and \$182,071 for FY 15/16.

An adjustment was made to the EDR/REC estimate in the amount of \$13,453 for both FY 2014-15 and FY 2015-16. The adjustment was based on year-to-date revenue of \$48,881 divided by 3 months equals an average of \$16,294 per month. Straight-lined this comes to a total estimated receipt amount of \$195,524 for each fiscal year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$195,524</b>
<b>Less 8% Service Charge</b>	<b>\$15,642</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$179,882</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,994</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$195,524</b>
<b>X 8% Service Charge</b>	<b>\$15,642</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$195,524</b>
<b>X 8% Service Charge</b>	<b>\$15,642</b>

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

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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
	20-2-339032

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	357,198.97	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	65,000.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>422,198.97</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, 07/01/2014</b>	<b>422,198.97</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 2015-2016 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 \$75,000 during FY 2014-15 and an estimated \$85,000 during FY 2015-16 from local ordinance defense. This is based on the contracts with Orange county, City of Orlando, Osceola County and City of Kissimmee (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.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$240,000 annually from the Department of Children & Families to provide Counsel Based Competency Enhancement Program.

The Public Defender Office in the Ninth (9th) Judicial Circuit is currently pursuing \$50,000 for FY 2014-15 and FY 2015-16 from an Orange County Homeless initiative grant.

The Public Defender Office in the Ninth (9th) Judicial Circuit is currently pursuing various federal grants pertaining to legal counsel-based programs 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. 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**

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

**Agency Name: JAC /Public Defender Office-9th Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339032

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 13-14 (A01)</b>	<b>FY 14-15 (A02)</b>	<b>FY 15-16 (A03)</b>		
Dept of Children & Families FID #1000	001500	440,000.00	315,000.00	300,000.00		
	<b>TOTAL</b>	<b>440,000.00</b>	<b>315,000.00</b>	<b>300,000.00</b>		

<b>Transfers Out (Operating and Non-Operating)</b> <small>(Provide Agency and Fund Number Transferred To)</small>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	321,932.36	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>321,932.36</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(15,968.31)	(I)		
LESS: Offset to Deficit Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>305,964.05</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 2015-2016 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 17 year history of collections and there has been no year where collections were less than the previous year. Secondly, monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Most of the time where a monthly collection is less, the Clerk's office has made an error in reporting the collections accurately and it is subsequently corrected. Based on this documented data collection, the projections were made.

Fiscal Year 2014/2015 Indigent Criminal Defense Trust Fund revenue was are expected to be 15 % higher than Fiscal Year 2013/2014 revenue. Ninth Circuit Public Defender's office will implement a new collection system. We estimate that the funds will increase by another 12% in 2015/2016 as the new system will be in force for the entire 12 months.

	<b>Actual</b>	<b>Expected</b>	<b>Expected</b>	<b>Expected</b>	<b>Expected</b>
	<b>FY 13/14</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
		<b>Increase</b>	<b>Receipts</b>	<b>Increase</b>	<b>Receipts</b>
		<b>15 %</b>	<b>FY 14/15</b>	<b>12%</b>	<b>FY 15/16</b>
<b>Fees</b>	<b>\$ 732,790</b>	<b>\$109,919</b>	<b>\$842,709</b>	<b>\$ 101,125</b>	<b>\$ 943,834</b>
<b>Restitution</b>	<b>\$ 829,227</b>	<b>\$124,384</b>	<b>\$953,611</b>	<b>\$114,433</b>	<b>\$1,068,044</b>
<b>Total</b>	<b>\$1,562,017</b>		<b>\$1,796,320</b>		<b>\$2,011,878</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$842,709</b>
<b>Less 8% Service Charge</b>	<b>\$67,417</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$775,292</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$38,765</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$842,709</b>
<b>X 8% Service Charge</b>	<b>\$67,417</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$943,834</b>
<b>X 8% Service Charge</b>	<b>\$75,507</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	27,729.20	(A)		
ADD: Other Cash	119.81	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>27,849.01</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)	(3,003.99)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>24,845.02</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD10 estimated receipts are \$143,832 for FY 14/15 and \$143,832 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$143,832</b>
<b>Less 8% Service Charge</b>	<b>\$11,507</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$132,325</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,616</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$143,832</b>
<b>X 8% Service Charge</b>	<b>\$11,507</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$143,832</b>
<b>X 8% Service Charge</b>	<b>\$11,507</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	228,106.01	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>228,106.01</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(24,140.19)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,187.21)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>197,778.61</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 2015-2016 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 2013/2014 Indigent Criminal Defense Trust Fund revenue continued decreasing in collections in comparison to Fiscal Year 2011/2012 revenue. This Agency in conjunction with the Clerk’s Office implemented new procedures during Fiscal Year 2013/2014 to bolster collections, however, revenue continues to decline. As there are no new policies or laws that might help to increase collections, estimated growth for fiscal years 2014/2015 are expected to be 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><b>FY 13/14</b></u>	<u><b>1%</b></u>	<u><b>FY 14/15</b></u>	<u><b>1%</b></u>	<u><b>FY 15/16</b></u>
<b>Fees</b>	\$ 285,685	\$ 2,856	\$ 288,541	\$ 2,885	\$ 291,426
<b>Restitution</b>	\$ 356,405	\$ 3,564	\$ 359,969	\$ 3,599	\$ 363,568
<b>Total</b>	\$ 642,090	\$ 6,420	\$ 648,510	\$ 6,484	\$ 654,994

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$288,541</b>
<b>Less 8% Service Charge</b>	<b>\$23,083</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$265,458</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$13,273</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$288,541</b>
<b>X 8% Service Charge</b>	<b>\$23,083</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$291,426</b>
<b>X 8% Service Charge</b>	<b>\$23,314</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$1,186</b>	<b>September 2013 Reversion</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$3,951</b>	<b>September 2014 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	416,077.53	(A)		
ADD: Other Cash	443.87	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	416,521.40	(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)	(11,128.85)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	405,392.55	(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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD11 estimated receipts are \$517,226 for FY 14/15 and \$517,226 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$517,226</b>
<b>Less 8% Service Charge</b>	<b>\$41,378</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$475,848</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$23,792</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$517,226</b>
<b>X 8% Service Charge</b>	<b>\$41,378</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$517,226</b>
<b>X 8% Service Charge</b>	<b>\$41,378</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: 2015 - 2016</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
	20-2-339031

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	77,517.07	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>77,517.07</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, 07/01/2014</b>	<b>77,517.07</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 2015-2016 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 2014-15</b>	<b>Anticipated Receipts FY 2015-16</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))	\$55,000	\$60,000
Total anticipated receipts	\$1,598,800	\$1,603,800

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$55,000</b>
<b>Less 8% Service Charge</b>	<b>\$4,400</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$50,600</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,530</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$55,000</b>
<b>X 8% Service Charge</b>	<b>\$4,400</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$60,000</b>
<b>X 8% Service Charge</b>	<b>\$4,800</b>

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

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	386,546.68	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>386,546.68</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(198.72)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(15,111.68)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>371,236.28</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 2015-2016 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.

We anticipate that collections for the current fiscal year 2014-15 as well as fiscal year 2015-16 will be comparable to those of last fiscal year and estimate revenues as follows:

	Estimate		Actual
	FY 2014-15	FY 2015-16	FY 2013-14
Fees	\$704,000	\$704,000	704,027
Restitution	281,000	293,000	280,699
	\$985,000	\$997,000	\$984,726

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$704,000</b>
<b>Less 8% Service Charge</b>	<b>\$56,320</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$647,680</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$32,384</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$704,000</b>
<b>X 8% Service Charge</b>	<b>\$56,320</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$704,000</b>
<b>X 8% Service Charge</b>	<b>\$56,320</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$155</b>	<b>September 2014 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	336,812.47	(A)		
ADD: Other Cash	150.71	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	336,963.18	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,778.65)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	333,184.53	(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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD12 estimated receipts are \$119,321 for FY 14/15 and \$119,321 for FY 15/16.

An adjustment was made to the EDR/REC estimate in the amount of \$53,791 for both FY 2014-15 and FY 2015-16. The adjustment was based on year-to-date revenue of \$43,278 divided by 3 months equals an average of \$14,426 per month. Straight-lined this comes to a total estimated receipt amount of \$173,112 for each fiscal year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$173,112</b>
<b>Less 8% Service Charge</b>	<b>\$13,849</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$159,263</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,963</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$173,112</b>
<b>X 8% Service Charge</b>	<b>\$13,849</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$173,112</b>
<b>X 8% Service Charge</b>	<b>\$13,849</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	171,693.75	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	20,482.79	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>192,176.54</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)	(2,382.38)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>189,794.16</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$180,302</b>
<b>Less 8% Service Charge</b>	<b>\$14,424</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$165,878</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,294</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$180,302</b>
<b>X 8% Service Charge</b>	<b>\$14,424</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$187,639</b>
<b>X 8% Service Charge</b>	<b>\$15,011</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
\$270	FY 2012-13 NON-CF PAYABLE WRITEOFF



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	299,194.88	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	36,982.85	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>336,177.73</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,171.15)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,946.90)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>324,059.68</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 2015-2016 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 2014/2015 is expected to be around 2% in fees and 2015/2016 is expected to be around 2% 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>Actual</b>	<b>Expected</b>	<b>Estimated</b>	<b>Expected</b>	<b>Estimated</b>
	<b>FY 13/14</b>	<b>Increase</b>	<b>Receipts</b>	<b>Increase</b>	<b>Receipts</b>
	<u><b>FY 13/14</b></u>	<u>                    </u>	<u><b>FY 14/15</b></u>	<u>                    </u>	<u><b>FY 15/16</b></u>
<b>Fees</b>	<b>\$289,092</b>	<b>10%</b>	<b>\$318,001</b>	<b>10%</b>	<b>\$349,801</b>
<b>Restitution</b>	<b>\$212,543</b>	<b>10%</b>	<b>\$233,797</b>	<b>10%</b>	<b>\$257,177</b>
<b>Total</b>	<b>\$501,635</b>		<b>\$551,798</b>		<b>\$606,978</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$318,001</b>
<b>Less 8% Service Charge</b>	<b>\$25,440</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$292,561</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$14,628</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$318,001</b>
<b>X 8% Service Charge</b>	<b>\$25,440</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$349,801</b>
<b>X 8% Service Charge</b>	<b>\$27,984</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	30,796.52	(A)		
ADD: Other Cash	327.47	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>31,123.99</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8,210.38)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>22,913.61</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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD13 estimated receipts are \$508,781 for FY 14/15 and \$508,781 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$508,781</b>
<b>Less 8% Service Charge</b>	<b>\$40,702</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$468,079</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$23,404</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$508,781</b>
<b>X 8% Service Charge</b>	<b>\$40,702</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$508,781</b>
<b>X 8% Service Charge</b>	<b>\$40,702</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: 2015 - 2016</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-13th Judicial Circuit
	20-2-339038

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	80,834.22	(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>80,834.22</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(17,149.95)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>63,684.27</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 2015-2016 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 FY2014-15 and FY2015-2016 is \$459,888.

**Grant – Workload and Staffing Study:** Estimates are based on approved funding from the Office of Justice Programs for the FY 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$269,599 for workload and staffing study. 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 FY2014-2015 was \$104,306 and FY2015-2016 is \$136,043.

	<u>FY2014/2015</u>	<u>FY2015/2016</u>
County/City Ordinance Defense Contracts	\$ 42,250	\$ 45,000
County IT/Interpretation Contract	\$459,888	\$459,888
JAC – Workload and Staffing Study	<u>\$104,306</u>	<u>\$136,043</u>
Total	<u>\$606,444</u>	<u>\$640,931</u>

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$502,138</b>
<b>Less 8% Service Charge</b>	<b>\$40,171</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$461,967</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$23,098</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$502,138</b>
<b>X 8% Service Charge</b>	<b>\$40,171</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$504,888</b>
<b>X 8% Service Charge</b>	<b>\$40,391</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	62,712.70	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>62,712.70</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)	(10,124.39)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>52,588.31</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 13<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

The ICDF was established on January 1, 1995 and now there exists 19 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.

**QUALIFYING LANGUAGE:**

Fiscal Year 2013/2014 Indigent Criminal Defense Trust Fund revenue was 2% more than Fiscal Year 2012/2013 revenue. Action was taken and collections started rising at 2% per month during fiscal year 2012/2013. Estimated growth for fiscal years 2014/2015 is expected to be around 3% and 2015/2016 is expected to be around 3%. This increase is based on the number of clients requesting Public Defender services and increase in collection services.

	<b>Actual</b>	<b>Expected</b>	<b>Estimated</b>	<b>Expected</b>	<b>Estimated</b>
	<b>FY 12/13</b>	<b>Increase</b>	<b>Receipts</b>	<b>Increase</b>	<b>Receipts</b>
		<b>3%</b>	<b>FY 14/15</b>	<b>3%</b>	<b>FY 15/16</b>
<b>Fees</b>	<b>\$ 452,553</b>	<b>\$ 13,577</b>	<b>\$ 466,130</b>	<b>\$ 13,984</b>	<b>\$480,114</b>
<b>Restitution</b>	<b>\$ 284,945</b>	<b>\$ 8,548</b>	<b>\$ 293,493</b>	<b>\$ 8,805</b>	<b>\$302,298</b>
<b>Total</b>	<b>\$ 737,498</b>	<b>\$ 22,125</b>	<b>\$ 759,623</b>	<b>\$ 22,789</b>	<b>\$782,412</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$466,130</b>
<b>Less 8% Service Charge</b>	<b>\$37,290</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$428,840</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$21,442</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$466,130</b>
<b>X 8% Service Charge</b>	<b>\$37,290</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$480,114</b>
<b>X 8% Service Charge</b>	<b>\$38,409</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	69,352.71	(A)		
ADD: Other Cash	70.35	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>69,423.06</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)	(1,763.88)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>67,659.18</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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD14 estimated receipts are \$82,787 for FY 14/15 and \$82,787 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$82,787</b>
<b>Less 8% Service Charge</b>	<b>\$6,623</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$76,164</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$3,808</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$82,787</b>
<b>X 8% Service Charge</b>	<b>\$6,623</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$82,787</b>
<b>X 8% Service Charge</b>	<b>\$6,623</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	50,403.22	(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>50,403.22</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)	(1,358.60)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>49,044.62</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 2015-2016 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 - \$53,600

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$68,600</b>
<b>Less 8% Service Charge</b>	<b>\$5,488</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$63,112</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$3,156</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$68,600</b>
<b>X 8% Service Charge</b>	<b>\$5,488</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$68,600</b>
<b>X 8% Service Charge</b>	<b>\$5,488</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	544,965.32	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>544,965.32</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,959.06)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,422.51)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>534,583.75</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 2015-2016 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 2014/2015 is expected to be around 5% and 2015/2016 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$204,950</b>
<b>Less 8% Service Charge</b>	<b>\$16,396</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$188,554</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$9,428</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$204,950</b>
<b>X 8% Service Charge</b>	<b>\$16,396</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$211,150</b>
<b>X 8% Service Charge</b>	<b>\$16,892</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	922,065.09	(A)		
ADD: Other Cash	207.49	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	922,272.58	(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)	(5,202.08)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	917,070.50	(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 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD15 estimated receipts are \$245,589 for FY 14/15 and \$245,589 for FY 15/16.

Restitution (Criminal Use of Personal ID), Rev/Adj Code of 001204 no historical data available to establish a revenue estimating methodology.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$245,589</b>
<b>Less 8% Service Charge</b>	<b>\$19,647</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$225,942</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$11,297</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$245,589</b>
<b>X 8% Service Charge</b>	<b>\$19,647</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$245,589</b>
<b>X 8% Service Charge</b>	<b>\$19,647</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	Budget Period: 2015 - 2016 Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders Office-15th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339042

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	423,093.49	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>423,093.49</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(240.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>422,853.49</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 2015-2016 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 2014 - 2015 and FY 2015 - 2016 are determined strictly based on the grant and local agreement contracts with this agency. There is no other methodology 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	\$194,804.
Reentry Restore Grant	\$169,738.
Local Ordinance County Agreement	\$ 12,000.
West Palm Beach Municipal Agreement	\$ 7,200.
Royal Palm Beach Municipal Agreement	\$ 1,200.
City of Delray Beach Municipal Agreement	\$ 1,800.
Total Budget Authority	\$386,742.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$22,200</b>
<b>X 8% Service Charge</b>	<b>\$1,776</b>
<b>FY 2015-16-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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,381,882.16	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	<b>1,381,882.16</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)	(10,802.79)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,371,079.37</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 15<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Actual Collections for FY 2013 – 2014 were \$763,013.52

Estimated Collections for FY 2013 – 2014 were \$752,311.82

Actual collections were 1.4225% higher than estimated collections.

**FY 2014 – 2015** estimate is based on actual collections for FY 2013 – 2014 plus 1.4225% increase. \$763,013.52 plus \$10,853.87 equals \$773,867.39 rounded up to \$773,868.

**FY 2015 – 2016** estimate is based on an 1.4225% increase to the FY 2014 – 2015 estimated amount of \$773,868. Therefore \$773,868 plus \$11,008.27 equals \$784,876.27 rounded up to \$784,877.

The actual collections for FY 2013 – 2014 were:

\$397,054.94 from Rev/Obj code 000100 or 52.04%

\$365,958.58 from Rev/Obj code 001204 or 47.96%

\$763,013.52 total collections

Used those percentages on the FY 2014 – 2015 and FY 2015 -2016 estimates to determine estimates for the respective Rev/Obj codes.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$402,721</b>
<b>Less 8% Service Charge</b>	<b>\$32,218</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$370,503</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$18,525</b>



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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$402,721</b>
<b>X 8% Service Charge</b>	<b>\$32,218</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$408,450</b>
<b>X 8% Service Charge</b>	<b>\$32,676</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	57,076.77	(A)		
ADD: Other Cash	47.29	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	57,124.06	(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)	(1,185.55)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	55,938.51	(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.

**FY 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD16 estimated receipts are \$55,417 for FY 14/15 and \$55,417 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$55,417</b>
<b>Less 8% Service Charge</b>	<b>\$4,433</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$50,984</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,549</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$55,417</b>
<b>X 8% Service Charge</b>	<b>\$4,433</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$55,417</b>
<b>X 8% Service Charge</b>	<b>\$4,433</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: 2015 - 2016</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
	20-2-339026

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,488.85	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>2,488.85</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, 07/01/2014</b>	<b>2,488.85</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 2015-2016 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 actual revenue for FY 13-14 was \$17,500. The projected amount for FY 14-15 is based on the actual number of cases or \$18,000 and for FY 15-16 \$18,900. If the number of cases continues to rise, the revenue may exceed projections.

**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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	80,444.83	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>80,444.83</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)	(1,026.27)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>79,418.56</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 year 14-15 is minimal based on actual 13-14 collections.

	Actual FY 13-14	FY 14-15	1%	FY 15-16
Fees	50,810	51,089	511	51,600
Restitution	21,249	29,099	291	29,390
Tranf from PD5	15,000			
Tranf from PD3	10,000			
<b>Total</b>	<b>97,059</b>	<b>80,188</b>	<b>801</b>	<b>80,990</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$51,089</b>
<b>X 8% Service Charge</b>	<b>\$4,087</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$51,600</b>
<b>X 8% Service Charge</b>	<b>\$4,128</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	54,774.53	(A)		
ADD: Other Cash	256.28	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	55,030.81	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,425.68)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	48,605.13	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD17 estimated receipts are \$311,553 for FY 14/15 and \$311,553 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$311,553</b>
<b>Less 8% Service Charge</b>	<b>\$24,924</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$286,629</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$14,331</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$311,553</b>
<b>X 8% Service Charge</b>	<b>\$24,924</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$311,553</b>
<b>X 8% Service Charge</b>	<b>\$24,924</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	84,295.76	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>84,295.76</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)	(31,938.72)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>52,357.04</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,000,000</b>
<b>X 8% Service Charge</b>	<b>\$80,000</b>
<b>FY 2015-16-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 A01**

**DESCRIPTION**

**\$2**

**September 2013 Reversion**

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	191,963.16	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>191,963.16</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)	(7,646.05)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>184,317.11</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 2015-2016 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 appropriate 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 2014-15-Receipts Applicable to SCGR</b>	<b>\$960,000</b>
<b>Less 8% Service Charge</b>	<b>\$76,800</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$883,200</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$44,160</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$960,000</b>
<b>X 8% Service Charge</b>	<b>\$76,800</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$960,000</b>
<b>X 8% Service Charge</b>	<b>\$76,800</b>

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

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	70,123.16	(A)		
ADD: Other Cash	113.23	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>70,236.39</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)	(2,839.09)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>67,397.30</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD18 estimated receipts are \$138,418 for FY 14/15 and \$138,418 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$138,418</b>
<b>Less 8% Service Charge</b>	<b>\$11,073</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$127,345</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,367</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$138,418</b>
<b>X 8% Service Charge</b>	<b>\$11,073</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$138,418</b>
<b>X 8% Service Charge</b>	<b>\$11,073</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	718,761.43	(A)		
ADD: Other Cash	14,652.79	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	733,414.22	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(17,663.11)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(11,865.29)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	703,885.82	(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.

**FY 2015-2016 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 “costs of defense” assessments 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 a \$50.00 misdemeanor assessment for cost of defense and \$100 felony assessment for cost of defense based on the number of closed cases in both misdemeanor and felony courts as of FY 13/14 caseload reports yields the estimated annual amount of \$3,517,786.00 for FY 2015/2016. The following caseload amounts were calculated as follows: Open Cases: 28,664 x \$49.00 = \$1,404,536.00; Closed Cases (Felony) 14,412 x \$100.00 = \$1,441,200.00; and Misdemeanor Closed cases 13,441 x \$ 50.00 = \$672,050.00.

The amount of collectible Indigent Criminal Defense Trust Fund revenues exceeds the Office of the Public Defender 18th Judicial Circuit’s Indigent Criminal Defense Trust Fund budget authority for FY 2015/2016 by \$1,649,579.00.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$955,481</b>
<b>Less 8% Service Charge</b>	<b>\$76,438</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$879,043</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$43,952</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$955,481</b>
<b>X 8% Service Charge</b>	<b>\$76,438</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$955,481</b>
<b>X 8% Service Charge</b>	<b>\$76,438</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
\$22,515	SEPTEMBER 2013 CF REVERSION
-\$110	PRIOR YEAR RECEIVABLE WRITEOFF

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$13,944	SEPTEMBER 2014 CF REVERSION

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,112.87	(A)		
ADD: Other Cash	80.04	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>2,192.91</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)	(2,006.87)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>186.04</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD19 estimated receipts are \$94,076 for FY 14/15 and \$94,076 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$94,076</b>
<b>Less 8% Service Charge</b>	<b>\$7,526</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$86,550</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,328</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$94,076</b>
<b>X 8% Service Charge</b>	<b>\$7,526</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$94,076</b>
<b>X 8% Service Charge</b>	<b>\$7,526</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	9,286.74	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>9,286.74</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)	(3,280.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>6,006.74</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 2015-2016 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 2015-2016 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 and continues to be funded through the yearly County Budget Request process.

Our Ex-Offender Re-Entry Program has three sources of funding. This office has a contract with the Circuit 19 Department of Children and Families (DCF), through its Managing Entity called the Southeast Florida Behavioral Health Network, in the amount of \$93,710, 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 requested, through the St. Lucie County Budget Request process, and have just been granted an additional \$20,000 from St. Lucie County for County FY 14-15, commencing October 1, 2014, to cover additional costs incurred in new reporting requirements from Southeast Florida Behavioral Health Network.

We also have a contractual agreement (MOA) with the St. Lucie County Sheriff's Office, to run through FY 2015-2016, 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 through our Re-Entry Program. There are no plans to discontinue this funding.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-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 2014-15-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>X 8% Service Charge</b>	<b>\$13,120</b>
<b>FY 2015-16-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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	225,632.80	(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>225,632.80</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(9,858.56)	(H)		
Approved "B" Certified Forwards	(90.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,661.39)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>209,022.85</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2015 - 2016**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 19th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974019

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/14**

Total all GLC's 5XXXX for governmental funds; 209,112.85 (A)  
GLC 539XX for proprietary and fiduciary funds

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

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

SWFS Adjustment # and Description [ ] (C)

SWFS Adjustment # and Description [ ] (C)

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (90.00) (D)

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

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

[ ] (D)

[ ] (D)

[ ] (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 209,022.85 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** 209,022.85 (F)

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

**\*SHOULD EQUAL ZERO.**

**FY 2015-2016 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 17 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 was 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 in FY 13-14 by 11% over FY 12-13. We anticipate the opening of a collections court in Indian River County in FY 14-15.

Receipts are currently up by 15.3% for July and August of FY 2014-15 over the same period of time last fiscal year. This growth is expected to continue at a rate of 5% overall in FY 14-15 and again by 5% in FY 15-16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$312,526</b>
<b>Less 8% Service Charge</b>	<b>\$25,002</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$287,524</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$14,376</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$312,526</b>
<b>X 8% Service Charge</b>	<b>\$25,002</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$328,153</b>
<b>X 8% Service Charge</b>	<b>\$26,252</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
\$250	September 2013 Reversion
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
\$64	September 2014 Reversion

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	340,875.32	(A)		
ADD: Other Cash	125.82	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>341,001.14</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,154.41)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>337,846.73</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 July, 2014 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$3.8M for FY 2014-2015 and \$3.8M in FY 2015-2016, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD20 estimated receipts are \$193,508 for FY 14/15 and \$193,508 for FY 15/16.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$193,508</b>
<b>Less 8% Service Charge</b>	<b>\$15,481</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$178,027</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,901</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$193,508</b>
<b>X 8% Service Charge</b>	<b>\$15,481</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$193,508</b>
<b>X 8% Service Charge</b>	<b>\$15,481</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: 2015 - 2016</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
	20-2-339041

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	240,212.21	(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>240,212.21</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(268.87)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>239,943.34</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 2015-2016 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 2014-15 and 2015-16 are based on the aggregate funding levels for attorneys, support staff and IT positions from Lee, Collier, Charlotte, Hendry and Glades counties.

	Estimated Revenues	Estimated Revenues
	FY 2014-15	FY 2015-16
Lee County	\$590,897	\$629,709
Collier County	\$195,900	\$214,337
Charlotte County	\$149,020	\$153,793
Hendry County	\$9,889	\$13,816
Glades County	\$2,472	\$3,411
	<hr/>	<hr/>
	\$918,178	\$1,015,065

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-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>\$567</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$12,361</b>
<b>X 8% Service Charge</b>	<b>\$989</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$17,227</b>
<b>X 8% Service Charge</b>	<b>\$1,378</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	620,724.56	(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>620,724.56</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)	(11,344.86)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>609,379.70</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 20<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology**

The Public Defender, 20<sup>th</sup> Judicial Circuit’s ICDTF revenues for FY 2013-14 increased 3.2% (almost \$27,000) over the previous FY. This increase in revenues exceeded expectations, and may serve to validate the initiatives which were taken by the circuit a few years ago that are now taking effect and showing signs of success. Some of those initiatives included working closely with each of our five Clerks within the circuit and training our attorneys to document their work on each case to be able to request attorney costs and fees from their clients in court. Also, the circuit has placed support staff in Lee County Courtrooms to direct clients on the payment of fees, etc., and have met with judges to ask that they refrain from granting exemptions from the payment of the application fees. In addition to the above; however, we believe that the improving economy has also led to an increase in the rate of collections as some clients experience an increase in disposable income.

For FY 2014-15, the 20<sup>th</sup> Circuit is revising its revenue forecast to match the amount of the previous fiscal year’s revenues of \$868,450, with \$532,786 (62%) from application fees and \$335,664 (38%) from restitution. For FY 2015-16, PD20 is forecasting a minimal increase of 1.5% to bring revenues to \$881,500, of which \$546,530 would be from application fees and \$334,970 from restitution.

	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
<b>Application Fees</b>	<b>\$532,786</b>	<b>\$532,786</b>	<b>\$540,800</b>
<b>Restitution</b>	<b>\$335,664</b>	<b>\$335,664</b>	<b>\$340,700</b>
<b>Total</b>	<b>\$868,450</b>	<b>\$868,450</b>	<b>\$881,500</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$532,786</b>
<b>Less 8% Service Charge</b>	<b>\$42,623</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$490,163</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$24,508</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$532,786</b>
<b>X 8% Service Charge</b>	<b>\$42,623</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$540,800</b>
<b>X 8% Service Charge</b>	<b>\$43,264</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	259,097.27	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	259,097.27	(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, 07/01/2014</b>	259,097.27	(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 2015-2016 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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,186,118.75</b>	(A)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Other Cash (See Instructions)	<input style="width: 100%;" type="text"/>	(B)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Investments	<input style="width: 100%;" type="text"/>	(C)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Outstanding Accounts Receivable	<input style="width: 100%;" type="text"/>	(D)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: _____	<input style="width: 100%;" type="text"/>	(E)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Total Cash plus Accounts Receivable</b>	<b>1,186,118.75</b>	(F)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Allowances for Uncollectibles	<input style="width: 100%;" type="text"/>	(G)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Approved "A" Certified Forwards	(7,637.78)	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "B" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "FCO" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: Other Accounts Payable (Nonoperating)	<input style="width: 100%;" type="text"/>	(I)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: _____	<input style="width: 100%;" type="text"/>	(J)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,178,480.97</b>	(K)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Capital Collateral Regional Counsel, Middle Region**

**Capital Collateral Regional Counsel Trust Fund - 2073**

**Revenue Estimating Methodology:**

Capital Collateral Regional Counsel-Middle Region is charged with the statutory responsibility of providing legal representation in both state & federal capital post-conviction proceedings to any person convicted and sentenced to death in Florida who is without counsel due to his or her indigency. Section 27.702(3 F.S. (1996 Supp) states: (3) The capital collateral representative shall file motions seeking compensation for representation and reimbursement pursuant to 18 U.S.C . s. 3006A. The methodology used 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 FY14/15 have CJA's outstanding. Therefore, it is estimated these federal reimbursement dollars will be received during FY14/15. Based on an average number of cases and the reimbursements per case for the past three years, CCRC-Middle Region estimates the following for FY15/16. 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>FY14/15:</u>	5 Cases Total	= \$121,499	<u>FY15/16:</u>	11 cases @ \$24,600	= \$319,800
	8 Cases Total	= <u>\$196,000</u>			
		\$318,299			

**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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>889,127.19</b>	(A)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Other Cash (See Instructions)	<input style="width: 100%;" type="text"/>	(B)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Investments	<input style="width: 100%;" type="text"/>	(C)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Outstanding Accounts Receivable	<input style="width: 100%;" type="text"/>	(D)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: _____	<input style="width: 100%;" type="text"/>	(E)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Total Cash plus Accounts Receivable</b>	<b>889,127.19</b>	(F)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Allowances for Uncollectibles	<input style="width: 100%;" type="text"/>	(G)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Approved "A" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "B" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "FCO" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: Other Accounts Payable (Nonoperating)	<input style="width: 100%;" type="text"/>	(I)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: _____	<input style="width: 100%;" type="text"/>	(J)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>889,127.19</b>	(K)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2015-2016 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 – Southern Region is charged with the statutory responsibility of providing legal representation in both state and federal Capital postconviction 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 5 years, \$31,000, CCRC-South estimates the following for FY 15-16:

FY 15-16    6 cases @ \$31,000 = \$186,000

**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:**

**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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	22,762.16	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>22,762.16</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)	(86.17)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>22,675.99</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 2015-2016 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 13/14 actual revenue (\$11,041) and divided it by the number of civil dependency cases in FY 13/14 (2,067) and came up with \$ 5.34 per case.

Revenue estimates are based on a 15% growth in case per year x \$5.34 per case

$$2067 \times 15\% = 310$$

$$2067 + 310 = 2377 \text{ cases in FY14/15}$$

$$2377 \times \$5.34 = \$12,693 \text{ in FY 14/15}$$

$$2377 \times 15\% = 357$$

$$2377 + 357 = 2734 \text{ cases in FY 15/16}$$

$$2734 \times \$5.34 = \$14,600 \text{ in FY/1516}$$

**Fees:**

Actual Revenue (\$8,067) FY 13/14 divided by the number of civil dependency cases in FY 13/14 (2067) and came up with \$3.90 per case

$$2067 \times 15\% = 310$$

$$2067 + 310 = 2377 \text{ cases in FY14/15}$$

$$2377 \text{ cases} \times \$3.90 = \$9,270 \text{ FY 14/15}$$

$$2377 \times 15\% = 357$$

$$2377 + 357 = 2734 \text{ cases in FY 15/16}$$

$$2734 \text{ cases} \times \$3.90 = \$10,662 \text{ FY 15/16}$$

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$9,270</b>
<b>Less 8% Service Charge</b>	<b>\$742</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$8,528</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$426</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$9,270</b>
<b>X 8% Service Charge</b>	<b>\$742</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$10,662</b>
<b>X 8% Service Charge</b>	<b>\$853</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>-\$2,076</b>	<b>FY 2012-2013 CF ENCUMBRANCE</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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-1st District
	20-2-339133

	Balance as of 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	648.11	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: Anticipated Revenue	4,650.01	(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>5,298.12</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,298.12)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,722.24	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,722.24</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, 07/01/2014</b>	<b>1,722.24</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 2015-2016 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 quarterly reimbursements for IT expenses from Polk County beginning January, 2013 of fiscal year 2012-2013. Reimbursement per fiscal quarter is \$19,540. Projections for fiscal year 2013-2014 were based on expected reimbursements for the full fiscal year totaling \$79,200 (\$19,800 x 4). Actual reimbursements totaled \$78,160 (\$19,540 x 4).

Projections for fiscal year 2014-2015 will not change.

**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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,626.47	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,626.47</b>	(F)		
LESS		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(200.96)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>1,425.51</b>	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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**FY 2015-2016 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 revenue, the prior year amounts and trends have been taken into consideration. The balance for the fiscal year 2012-2013 was \$4,881.31. Due to an expected increase in the number of cases and better collection practices, a 3% increase was projected for fiscal year 2013-2014. The total amount collected was \$25,311.03, however, there were deposits made in July 2013 totaling \$16,092.00; this deposit total was an isolated and irregular occurrence. The remaining balance collected for fiscal year 2013-2014 was \$9,219.03, which was almost double the projected amount of \$5,027.74. Using the fiscal year 2013-2014 projected balance of \$5,027.74, a 3% increase for fiscal year 2014-2015 would be \$5,178.57.

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$5,178</b>
<b>Less 8% Service Charge</b>	<b>\$414</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$4,764</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$238</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$5,178</b>
<b>X 8% Service Charge</b>	<b>\$414</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$5,335</b>
<b>X 8% Service Charge</b>	<b>\$427</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	9,611.83	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>9,611.83</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)	(105.84)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>9,505.99</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 2015-2016 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict & Civil Regional Counsel, 3rd Region**

**Indigent Civil Defense Trust Fund - 2976**

**Revenue Estimating Methodology:**

Estimated receipts to run flat to last year

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$3,000</b>
<b>Less 8% Service Charge</b>	<b>\$240</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,760</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$138</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$3,000</b>
<b>X 8% Service Charge</b>	<b>\$240</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$3,000</b>
<b>X 8% Service Charge</b>	<b>\$240</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: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,175.67	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>2,175.67</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)	(73.20)	(I)		
LESS: Offset To Deficit Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>2,102.47</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 2015-2016 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:**

**Application Fees**

2014-2015 - Calculated based on the estimated receipt of \$45 per case, on 2,488 cases, half of the actual appointed cases between July 1, 2013 and June 30, 2014.

2015-2016 - Calculated based on a 3% annual growth rate.

**Restitution**

2014-2015 Estimated from prior year. 2015-2016 Calculated based on a 3% annual growth rate.

<b>Actual FY 2013-14 2015-16</b>	<b>Estimated FY 2014-15</b>	<b>Estimated FY</b>
App Fees \$2,989.99	\$55,980	\$57,659
Restitution \$-0-	\$ 400	\$412

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$55,980</b>
<b>Less 8% Service Charge</b>	<b>\$4,478</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$51,502</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,575</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$55,980</b>
<b>X 8% Service Charge</b>	<b>\$4,478</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$57,659</b>
<b>X 8% Service Charge</b>	<b>\$4,612</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2015 - 2016</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 6/30/2014		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	59,338.74	(A)		
ADD: Other Cash	45.00	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>59,383.74</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)	(448.41)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2014</b>	<b>58,935.33</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 2015-2016 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 13/14, RC5's actual revenue was \$17,271.52. RC5 was appointed to 2638 cases, and it received application fees in 13% of its cases. RC5 projects that its caseload will increase at a rate of 10% for the next two years. RC5 projects that it will collect application fees in 15% of its cases in FY14/15 and 17% of its cases in FY15/16.

Revenue Estimates are based on the following:

Estimate for 14/15:

2901 x \$50.00 application fee = \$145,050

\$145,050 x 15% = \$21,758

Estimate for 15/16:

3191 x \$50.00 application fee = \$159,550

\$159,550 x 17% = \$27,124

**Restitution:**

Attorney Fees

For FY 13/14, RC5's actual revenue was \$12,050.78. RC5 was appointed to 2639 cases, and it received restitution in 3% of its cases. RC5 projects that its caseload will increase at a rate of 5% for the next two years. RC% projects that it will collect restitution in 5% of its cases in FY14/15 and 7% of its cases in FY15/16.

Revenue Estimates are based on the following:

Estimate for 14/15:

2901 x \$150.00 = \$435,150

\$435,150 x 5% = \$21,757.5

Estimate for 15/16:

3191 x \$150.00 application fee = \$478,650

\$478,650 x 7% = \$33,505.5

**5 Percent State Trust Fund Reserve:**

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$21,758</b>
<b>Less 8% Service Charge</b>	<b>\$1,741</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$20,017</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,001</b>

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

<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$21,758</b>
<b>X 8% Service Charge</b>	<b>\$1,741</b>
<b>FY 2015-16-Receipts Applicable to SCGR</b>	<b>\$27,124</b>
<b>X 8% Service Charge</b>	<b>\$2,170</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: 2015 - 2016</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 6/30/2014		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>	<b>0.33</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, 07/01/2014</b>	<b>0.33</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.

# **Other Manual Schedules and Supporting Documents**

## **Schedule VIII-A**

### **Priority Listing of Agency Budget Issues Requested Expenditures over Base Operating Budget**

#### **Manual Inserts**

#### **Technical Checklist-LBR Review**

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2015-2016**

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>
Competitive Pay Adjustment For Justice Administrative Commission Employees	4203A60		\$192,414 / 1000	1

Narrative: Additional Salaries & Benefits General Revenue funding is requested to provide merit and retention increases for employees of JAC.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Reallocation of Funding For Contracted Attorneys Representing Dependent Children With Special Needs - Deduct	1800510		(\$1,823,000) / 1000	2
Reallocation of Funding For Contracted Attorneys Representing Dependent Children With Special Needs - Add	1800520	2.00	\$1,823,000 / 1000	2

Narrative: A reallocation of \$1,713,000 General Revenue funding from Contracted Services to a new category titled Legal Representation for Dependent Children with Special Needs is requested. Also, a portion of the Contracted Services funding, \$110,000 is transferred to the Salaries & Benefits category to fund two additional FTEs to address a workload increase associated with the pre-payment audit of billings from attorneys.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Senior Management Designees	4202A20		\$103,324 / 1000	3

Narrative: Senior Management Service Class retirement benefits are requested for the Justice Administrative Commission's General Counsel, Assistant General Counsel, and senior managerial staff.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

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**Statewide Guardian ad Litem  
Priorities**

**FY 2015-16 Funding**

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**Priority #1**

**INCREASE STAFF TO REPRESENT ALL CHILDREN**

Issue Code: 3000370

Salary Rate = \$3,519,121

FTE = 77.50

General Revenue: Salaries and Benefits = \$5,484,764

General Revenue: Other Personal Services = -\$570,000

General Revenue: Expenses = \$312,925

General Revenue: Other Data Processing Services = \$15,128

General Revenue: Contracted Services = \$210,248

The Florida Statewide Guardian ad Litem Office (GAL) is requesting \$5,453,065 in General Revenue recurring funds to establish 77.50 new FTEs and to fund 25 existing unfunded FTEs, in order to reach its legislative mandate to serve 100% of the children in the dependency system. This issue is the final stage of a three year plan to increase volunteers in order to meet the federal and state mandates of serving 100% of all children in the dependency system.

Florida Statutes, ss. 39.822(1) mandate 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, the federal Child Abuse Prevention and Treatment Act requires that states like Florida 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 – advocacy model 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 GAL attorneys represent the child's best

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Priority # 1 Continued**

interests in legal matters before the courts, volunteers advocate for all aspects of the child's needs, and often mentor the child through a long-lasting relationship.

Using \$6.1 million in recurring general revenue funds appropriated by the 2014 Florida Legislature, the Statewide Guardian ad Litem Program projects a total of 10,000 volunteers by the end of FY 14-15. 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, and the FY 15-16 request is the culmination of that strategy.

A consistent theme in the GAL legislative budget request is improving Florida's 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, the Program has successfully increased that percentage to more than 77% represented by volunteers. GAL's volunteer advocacy model maximizes the resources of paid staff by using them to supervise volunteers who, in turn, give more personal time and attention to each child served. The key to making this model successful depends on continuing, vigorous recruitment of volunteers and there must be sufficient staff to oversee, support and coordinate volunteer efforts. Where volunteers are not immediately available, paid staff will be deployed to represent children until such time as volunteers can be recruited.

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 allows a paid GAL employee to supervise an average of 38 volunteers, who 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 for 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 quantitative Snapshot (scorecard), which is posted on the GAL website. The expanded use of volunteers has become a Snapshot measure. The Snapshot uses quantitative data to demonstrate that GAL advocacy correlates with improved case

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Priority # 1 Continued**

outcomes and to guide the efficient and effective use of resources for meeting the needs of children in the dependency system.

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 GAL volunteers are already mentors and they can receive training 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'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 2013 and 2014 Awards. 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 volunteers, 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 County Bar Association, the Program has saved the State millions of dollars. The worth of these volunteers and their contributions exceed \$23 million a year, statewide. It would take an additional 482 FTEs to do the work done by the Program's vast army of volunteers.

Salary projections reflect 12 month's funding for each position requested. 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. 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. Contracted services funding is requested to pay for the use of LexisNexis, and associated Data Processing Costs are also requested.

**Priority #2**

**ATTORNEY RECRUITMENT AND RETENTION - ENHANCED BENEFITS**

Issue Code: 4206A00

General Revenue: Salaries and Benefits = \$233,378

GAL attorneys are the only attorneys who do not receive the benefit of paid insurance when compared to attorneys in the State Personnel System (SPS) and those in the Justice Administrative Commission (JAC). This issue requests \$233,378 in General Revenue

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**Priority # 2 Continued**

Funding for Salaries and Benefits to provide paid benefits for attorneys employed by the Guardian ad Litem Program. This will enable the program to stem the high turnover which hampers representation of children as mandated by Florida Statutes. This request is consistent with the findings of an independent salary and compensation study conducted by Five Points Technology, Inc.

Low starting salaries and a lack of paid benefits are a barrier to attracting and maintaining qualified attorneys in the Guardian ad Litem Program. Turnover in the GAL Program is quite high for Program Attorneys and Supervising Attorneys: 30% and 25%, respectively, for FY 2013-2014. This has a negative effect on representation of children, as the GAL is a party to each dependency case on which the Program is appointed, and the attorney must present the GAL case to the court.

As a result of this high turnover, the Program requested a compensation analysis for salaries paid to GAL attorneys to determine what action, if any, would improve the efficiency and effectiveness of the GAL Program in serving some of Florida's most vulnerable children. For some time it has been known attorney salaries paid by the GAL Program are some of the lowest, if not the lowest, in Florida state government. The Program needed an objective review and recommendations to make the best decisions about future actions that will ultimately improve outcomes for the children served by the Program. This analysis was conducted in June 2014.

The study found that GAL attorneys are the only attorneys who do not receive the benefit of paid insurance when compared to attorneys in the State Personnel System (SPS) and those in the Justice Administrative Commission. This includes State Attorneys, Public Defenders, Regional Conflict Counsel and JAC Attorneys.

GAL attorney caseloads average about 150 – exceeding that recommended by the American Bar Association, Center on Children and the Law, National Association of Counsel for Children, of no more than 100. Additionally, GAL attorneys do not have the benefit of support positions, such as paralegals, as many other state attorney positions do, making the high caseloads even more difficult to manage.

Chapter 39.822, F.S., requires the appointment of a guardian ad litem “at the earliest possible time to represent the child in any child abuse, abandonment, or neglect judicial proceeding, whether civil or criminal.” This means a GAL must be appointed for any child entering the dependency system whether they are removed from the home or placed under in-home supervision (i.e. “100% representation”). Further, Chapter 39.8296, F.S., (which first became law in 2003) best describes the Legislative intent and vision for the program:

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**Priority # 2 Continued**

(1) LEGISLATIVE FINDINGS AND INTENT.—

(a) 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.

(b) The Legislature also finds that while the Guardian Ad Litem Program has been supervised by court administration within the circuit courts since the program's inception, there is a perceived conflict of interest created by the supervision of program staff by the judges before whom they appear.

(c) The Legislature further finds that the Governor's Blue Ribbon Task Force concluded that "if there is any program that costs the least and benefits the most, this one is it," and the guardian ad litem volunteer is an "indispensable intermediary between the child and the court, between the child and DCF."

(d) It is therefore the intent of the Legislature to place the Guardian Ad Litem Program in an appropriate place and provide a statewide infrastructure to increase functioning and standardization among the local programs currently operating in the 20 judicial circuits.

While the functions of the GAL attorneys differ from those of other State Personnel System and the JAC, the knowledge, skills and abilities required for these positions are essentially identical. The functions of the GAL attorneys include:

- Being a party to the case and representing the child's best interests to the court.
- Providing effective advocacy and motion practice - the GAL attorney often files motions that advocate for the child's best interests such as for protective orders and motions regarding child hearsay, residential treatment visitation, out-of-state placement, custody, issues related to the Keeping Children Safe Act, and administration of psychotropic medications.
- Filing motions to either require or excuse the presence of the child in review hearings based upon the child's best interest.
- Seeking to obtain protective orders for children, when releasing particular information may result in further emotional harm or trauma. Filing related motions to subpoena witnesses and be present in court to question the witnesses at the evidentiary hearing to support the need for the protective order.
- Employing effective trial advocacy skills to achieve permanency for a dependent child. The attorney uses their trial skills through the discovery process, preparing witnesses, effectively cross-examining witnesses, objecting to various evidentiary issues, preserving the record for possible appeal, and subpoenaing witnesses.



**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**Priority # 2 Continued**

- Protecting a child's right to time limitations through the attorney's ability to file motions, an effective GAL attorney will advocate for limited continuances and permanency for the child.
- Filing objections to psychotropic medications if in the best interest of the child. At the resulting hearing, the GAL must be present to review its objection with the court.
- Ensuring crucial information about the child and/or services for the family that may affect the court's findings of compliance is considered by the court via motions, pleadings, objections, and/or testimony.
- Investigating Termination of Parental Rights (TPR) petitions and filing reports to the court. In some cases, the GAL may file a TPR petition. A GAL needs an attorney to subpoena witnesses, procure evidence, prepare witnesses for testifying, prepare legal arguments, review expert reports and perform a myriad of duties required to effectively prove a TPR petition and be successful at trial.
- Pursuing appellate review of a lower court's decision when appropriate. An attorney must be thoroughly prepared to protect the record for appellate review that requires the attorney know (1) essential elements of the issue before the trial court, (2) governing statutes, regulations, and case law under federal and state law, and (3) applicable standard of review on appeal.
- Advocating for children's needs when encountering problems related to receipt of state benefits or independent living services.

**Priority # 3**

**ATTORNEY RECRUITMENT AND RETENTION – SALARIES**

Issue Code: 4206A10

Salary Rate = \$983,571

General Revenue: Salaries and Benefits = \$1,131,303

This issue requests \$1,131,303 in General Revenue Funding for Salaries and Benefits to increase the minimum starting salary for attorneys employed by the Guardian ad Litem Program. This will enable the program to stem the high turnover which hampers representation of children as mandated by Florida Statutes. This request is consistent with the findings of an independent salary and compensation study conducted by Five Points Technology, Inc.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Priority # 3 Continued**

Starting salaries are a barrier to attracting and maintaining qualified attorneys in the Guardian ad Litem Program. Turnover in the GAL Program is quite high for Program Attorneys and Supervising Attorneys: 30% and 25%, respectively, for FY 2013-2014. This has a negative effect on representation of children, as the GAL is a party to each dependency case on which the Program is appointed, and the attorney must present the GAL case to the court.

As a result of this high turnover, the Program requested a compensation analysis for salaries paid to GAL attorneys to determine what action, if any, would improve the efficiency and effectiveness of the GAL Program in serving some of Florida's most vulnerable children. For some time it has been known attorney salaries paid by the GAL Program are some of the lowest, if not the lowest, in Florida state government. The Program needed an objective review and recommendations to make the best decisions about future actions that will ultimately improve outcomes for the children served by the Program. This analysis was conducted in June 2014.

The results of the salary and compensation analysis recommended that the Guardian ad Litem Program request funds to increase the minimum salaries for Senior and Supervising Attorneys to get them up to the State Personnel System (SPS) minimum for comparable classes of positions. This would be an increase of \$6,323 per year for the minimum salary of Senior Attorneys and an increase in the minimum salary of Supervising Attorneys of \$16,965 per year.

The analysis also recommended that the GAL request funds to increase the minimum salaries for Program Attorneys to get them up to the minimum salary used by the Florida Department of Children and Families (DCF) for their Children's Legal Services attorneys. This would be an increase of \$3,732 per year.

GAL Senior Attorney and Supervising Attorney minimum salaries are significantly below the salaries of comparable positions in the SPS 14% lower for Senior Attorneys and 36% lower for Supervising Attorneys. These differences increase dramatically when compared to actual average salaries.

GAL Program Attorney minimum salaries are slightly higher (by about 5%) than attorneys in the SPS, however, when compared to actual average salaries, the GAL attorneys are about 9% lower. Because the SPS attorney positions receive paid insurance benefits and the GAL attorneys do not, so the difference in compensation is actually greater.

Compared to the Department of Children and Families Children's Legal Services attorneys, GAL Program Attorneys' current actual average salaries are 8% lower than DCF minimums. For Senior Attorneys, this difference is 11% and for Supervising

**SCHEDULE VIII  
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**Priority # 3 Continued**

Attorneys, the difference is 54%. A survey of GAL attorneys indicated almost half are seeking other employment due to salary issues. Informal interviews indicated high student loan payments are a significant concern to many GAL attorneys.

GAL attorney caseloads average about 150 exceeding that recommended by the American Bar Association, Center on Children and the Law, National Association of Counsel for Children, of no more than 100. Additionally, GAL attorneys do not have the benefit of support positions, such as paralegals, as many other state attorney positions do, making the high caseloads even more difficult to manage.

Chapter 39.822, F.S., requires the appointment of a guardian ad litem at the earliest possible time to represent the child in any child abuse, abandonment, or neglect judicial proceeding, whether civil or criminal. This means a GAL must be appointed for any child entering the dependency system whether they are removed from the home or placed under in-home supervision (i.e. 100% representation). Further, Chapter 39.8296, F.S., (which first became law in 2003) best describes the Legislative intent and vision for the program:

(1) LEGISLATIVE FINDINGS AND INTENT.

(a) 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.

(b) The Legislature also finds that while the Guardian ad Litem Program has been supervised by court administration within the circuit courts since the program's inception, there is a perceived conflict of interest created by the supervision of program staff by the judges before whom they appear.

(c) The Legislature further finds that the Governor's Blue Ribbon Task Force concluded that if there is any program that costs the least and benefits the most, this one is it, and the guardian ad litem volunteer is an indispensable intermediary between the child and the court, between the child and DCF.

(d) It is therefore the intent of the Legislature to place the Guardian ad Litem Program in an appropriate place and provide a statewide infrastructure to increase functioning and standardization among the local programs currently operating in the 20 judicial circuits.

While the functions of the GAL attorneys differ from those of other State Personnel System and DCF attorneys, the knowledge, skills and abilities required for these positions are essentially identical. The role of the GAL attorneys include:

- Being a party to the case and representing the child's best interests to the court.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Priority # 3 Continued**

- Providing effective advocacy and motion practice - the GAL attorney often files motions that advocate for the child's best interests such as for protective orders and motions regarding child hearsay, residential treatment visitation, out-of-state placement, custody, issues related to the Keeping Children Safe Act, and administration of psychotropic medications.
- Filing motions to either require or excuse the presence of the child in review hearings based upon the child's best interest.
- Seeking to obtain protective orders for children, when releasing particular information may result in further emotional harm or trauma. Filing related motions to subpoena witnesses and be present in court to question the witnesses at the evidentiary hearing to support the need for the protective order.
- Employing effective trial advocacy skills to achieve permanency for a dependent child. The attorney uses their trial skills through the discovery process, preparing witnesses, effectively cross-examining witnesses, objecting to various evidentiary issues, preserving the record for possible appeal, and subpoenaing witnesses.
- Protecting a child's right to time limitations through the attorney's ability to file motions, an effective GAL attorney will advocate for limited continuances and permanency for the child.
- Filing objections to psychotropic medications if in the best interest of the child. At the resulting hearing, the GAL must be present to review its objection with the court.
- Ensuring crucial information about the child and/or services for the family that may affect the court's findings of compliance is considered by the court via motions, pleadings, objections, and/or testimony.
- Investigating Termination of Parental Rights (TPR) petitions and filing reports to the court. In some cases, the GAL may file a TPR petition. A GAL needs an attorney to subpoena witnesses, procure evidence, prepare witnesses for testifying, prepare legal arguments, review expert reports and perform a myriad of duties required to effectively prove a TPR petition and be successful at trial.
- Pursuing appellate review of a lower court's decision when appropriate. An attorney must be thoroughly prepared to protect the record for appellate review that requires the attorney know (1) essential elements of the issue before the trial court, (2) governing statutes, regulations, and case law under federal and state law, and (3) applicable standard of review on appeal.

**SCHEDULE VIII  
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**Priority # 3 Continued**

- Advocating for children's needs when encountering problems related to receipt of state benefits or independent living services.

Class Code	Class Title	Base Salary Increase for Existing FTEs	Base Salary Increase for New FTEs	Total Base Salary Increase	Benefits Calculated	Total Cost
8700	Attorney	245,118	32,148	277,266	41,645	318,911
8701	Senior Attorney	405,445	63,230	468,675	70,395	539,069
8702	Supervising Attorney	186,735	50,895	237,630	35,692	273,322
<b>Total</b>		<b>837,298</b>	<b>146,273</b>	<b>983,571</b>	<b>147,732</b>	<b>1,131,303</b>

**Priority # 4**

**GUARDIANSHIP FOR INCOMPETENT YOUTH AGING OUT**

Issue Code: 5008000

General Revenue: Contracted Services = \$129,956

This issue requests \$129,956 in General Revenue Contracted Services recurring funding to enable the Florida Statewide Guardian ad Litem Program to contract with the Office of Public Guardian, Department of Elder Affairs, for guardianship services for 90 youth in foster care who will be turning 18 years of age during FY 15-16. These youth have disabilities or mental health diagnoses that prevent them from making informed decisions on personal safety, health care and service needs. This issue has the support of the Office of Public Guardian, Department of Elder Affairs and was developed in cooperation with that Office.

Within the foster care system, a higher number of children have mental health diagnoses or disabilities as compared to the general population. While many of these children function at a level that allows their independence when reaching the age of 18, a significant number require some form of guardianship upon reaching adulthood.

Two of the most common of reasons why young adults with mental health diagnoses or disabilities may require some form of guardianship upon attaining adulthood are: health care, and personal safety and services. If a young adult requires non-emergency medical care and a doctor does not believe that young adult can provide informed consent for the medical treatment or procedure, then that young person most likely requires some form of guardianship. If there is a risk that a young adult will leave his or her housing situation and cannot properly assess the risks of that decision, that young person most likely requires some form of guardianship.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Priority # 4 Continued**

These young adults face the prospect of turning 18 and making a host of life-changing decisions, such as whether or not to remain in foster care or live independently, whether to apply for APD services or return to the family that abused them. Often, their mental health or developmental status places them in a vulnerable position, and they need ongoing guidance and support of a mature adult.

Some of these young adults have developmental disabilities and live in supportive housing provided by the Agency for Persons with Disabilities (APD). For many years, advocates assumed that since they were housed in an APD-licensed facility, that APD had custody and control of the young adult. However, that is simply not the case. Unless a court adjudicates the young adult incapacitated and appoints a guardian, the young adult can simply walk away from the APD-licensed housing and put him or herself in physical danger. Additionally, if the young person removes him or herself from APD-provided services for a certain length of time, he or she loses the ability to continue in those services without again going through time on the wait-list for services.

The difficulty faced by DCF and its community-based care partners is identifying a qualified adult to serve as the young person's guardian, should the court determine the young adult to be incapacitated in a way that requires appointment of some form of legal guardian or guardian advocate. While the legislature has established the Office of Public Guardian, this Office lacks sufficient funding for services to youth, and has until recently, focused its services on the elderly population. This issue seeks funding to purchase guardianship services for 90 youth expected to turn 18 during FY 15-16, who are in need of guardianship services.

While it is always preferable for a friend or a family member to become the guardian for a person who lacks capacity, many youth in foster care risk being exploited by their family, and experience shows that there are very few family members and friends who volunteer and qualify for this role. In 2013, the Office of Public Guardian filed petitions on only 19 such appointments statewide (Office of Public Guardian 2013 Annual Report). Where local resources are available, these funds will enable the local guardianship provider to engage a public guardian to serve the youth who are reaching adulthood.

It is important to note that some young adults may only require a limited guardianship, others a Guardian Advocate, while some will require the appointment of a Public Guardian. Due diligence will be taken to ensure that only the least restrictive method of oversight will be employed. The Office of Public Guardian also takes steps to petition for restoration of competency where this is possible.

The Office of the Public Guardian has established a standard rate for funding guardianship services of \$2625.36 per ward. This annual rate multiplied by 90 youth for

**SCHEDULE VIII  
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**Priority # 4 Continued**

one year equals \$236,282. This rate is phased in at a cost of 50 percent for youth who turn 18 during FY 15-16, leaving a cost of 50 percent times \$236,282 equals \$118,141. A 10 percent administrative cost is added to this cost to enable the Office of Public Guardian to manage and oversee contracts with local guardianship providers. The annual rate used to establish the contracted services cost for this issue was developed by the Office of Public Guardian and was established as follows:

Working Hours per year / Allowable Caseload per Worker = Average gross hours per case per year x 58% = Average net hours per case per year x Court Approved Hourly Rate for Corporate Guardians x Inflation factor = guardianship compensation per annualized case + Yearly Attorney Costs per Case = Total Yearly Cost per Guardianship Case or Cost-per-Ward.

The allowable caseload per worker is set by Florida Statute 744.708(7) at one caseworker per 40 wards.

Working hours per year is derived by multiplying a 40 hour workweek times 52 weeks which equals 2,080. This number is divided by 40 wards per worker, and equals 52 average gross hours worked per case.

The average net hours per case per year is calculated at fifty-eight percent (58%) of a full-time employee, which equals 30.16 hours. The remainder of the hours is for non-billable time for overhead activities, paid vacations, etc. This is the standard federally approved rate for grants to states.

The court approved hourly rate of \$53.03 for corporate guardians as of February 1999 is based on case #91-5560 17th Judicial Circuit and it includes compensation for the overhead and administrative activities listed in line 4 above.

The hourly rate is adjusted for inflation by multiplying the rate times the inflation factor for February 1999 through February 2013, which is 1.38223. The inflation factor was determined using the Bureau of Labor CPI Inflation Calculator.

Guardian compensation per annualized case is arrived at by multiplying the average net hours per case per year times the court approved hourly rate for corporate guardians as of February 1999 times the inflation factor (1.38223) for the period of February 1999 through February 2013. This equals \$2,204.09 for a case requiring 52 weeks of guardianship service.

In 2006, SPGO conducted a Public Guardian Attorney Caseload Survey to determine the average amount of attorney time utilized per case and the average cost. The average attorney time spent was determined to be 7.1 hours per case at a cost of \$51.13 per hour.

**SCHEDULE VIII  
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**Priority # 4 Continued**

The yearly attorney cost per guardianship case is determined by multiplying 7.1 hours per case times \$58.40 (the 2006 figure of \$51.13 adjusted for inflation using the Bureau of Labor CPI Inflation Calculator). The 2013 yearly attorney costs per case then is \$414.64.

The total yearly cost per guardianship case of \$ 2625.36 is arrived at by adding together the guardian compensation per annualized case and the total yearly attorney costs per case. Each guardianship case represents one ward.

This issue assumes that youth will be turning 18 throughout the fiscal year 15-16. Therefore, the annualized cost of guardianship services for 90 youth has been cut by 50% to account for distribution of appointments across the fiscal year. An additional 10% administrative cost has been added to the result in order to pay for contract management and oversight services.



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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FISCAL YEAR 2015-2016**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2015-16  
(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

The Florida Prosecuting Attorneys' Associations' budget priorities will be determined in November, 2013. Amended Legislative Budget Requests will be submitted with a revised Schedule VII-A.

**Priority #2**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: General Revenue

Amount: \$41,250

This agency has two vehicles that meet criteria for replacement. Both vehicles are in need of replacement due to the poor condition of the vehicles. A request has been made to replace the vehicles from this agency's FIST fund. The FIST fund is not funded through State Funds and can only be used by the State Attorney's Office in support of our Investigative department. In other words, the FIST funds can only be used to purchase replacement vehicles, firearms, ammunition, etc., for our investigative unit. Both vehicles that are in need of replacement are vehicles used by this agency's investigators.

**Priority #3**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 3.00

Salary Rate = \$85,529

Salaries & Benefits = \$138,603

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

**SCHEDULE VIII  
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**State Attorney, First Judicial Circuit (Continued)**

compromising our core mission. This issue requests funding for personnel and operating expenses to effectively and efficiently meet public records demands.

**Priority #4**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$62,307

Salaries & Benefits = \$100,704

Operations = \$8,071

July 1, 2014, the law regarding the Jimmy Ryce Civil Commitment Statute has changed in such a way that the State Attorney's Office has been delegated the responsibility of reviewing all possible individuals that are currently incarcerated in the County Jails, prior to their release, to determine whether or not they need to be examined for possible Jimmy Ryce Civil Commitment. As a result, the case load has increased to a point that one attorney and one legal assistant is required to monitor and review all information provided to our office to determine if an examination is required. This issue request funding for personnel and operating expenses to effectively and efficiently meet the new demands required by the Jimmy Ryce Civil Commitment Statute.

**State Attorney, Second Judicial Circuit**

**Priority #1**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$62,307

Salaries & Benefits = \$100,704

Operations = \$8,071

This issue is currently time consuming and costly. Furthermore, the potential for monetary liability will only increase with the demands and the scope of public records obligations.

**Priority #2**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: General Revenue

Amount: \$140,000

**SCHEDULE VIII  
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**State Attorney, Second Judicial Circuit (Continued)**

This issue represents the continuing need for up-to-date fleet of cost effective vehicles necessary to pursue Agency mission.

**Priority #3**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue  
Salary Rate = \$26,024  
Salaries & Benefits = \$29,934

Seeking same treatment for State Attorney law enforcement officers which has already been afforded to FDLE, Fl. DHSMV and Fish and Wildlife Conservation Commission officers.

**Priority #4**

**IC 2402000 ADDITIONAL EQUIPMENT**

Fund: General Revenue  
Operations = \$50,000

This issue seeks to bring us a little closer to current technology solutions of a distributed work environment.

**State Attorney, Third Judicial Circuit**

**Priority #1**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue  
FTE: 1.00  
Salary Rate = \$55,000  
Salaries & Benefits = \$83,310  
Operations = \$4,645

The requirements of laws amended in 2014 by the Florida Legislature related to the Civil Commitment Procedures for Sexual Predators will significantly impact the work of the State Attorneys Offices. There was much public discussion this past year regarding Sexual Predators who re-offend. This agency must comply with the new requirements of the law and in so doing, will provide safety to the citizens that we serve.

**Priority #2**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue  
FTE: 1.00  
Salary Rate = \$39,085

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**State Attorney, Third Judicial Circuit (Continued)**

Salaries & Benefits = \$62,807

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. The public has a right to these records and complying in a timely manner with properly redacted documents will prevent lawsuits over access to public records.

**Priority #3**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$13,820

Salaries & Benefits = \$15,896

In FY 2013-2014, and FY 2014-2015 state law enforcement officers received a special pay increase. In an apparent oversight, State Attorney Investigators were omitted from both of these pay increases. A 5% special pay increase, based on the June 30, 2014 rate of pay, is requested for State Attorney Investigators along with the necessary Salary and Benefit dollars to fund the associated FICA and Retirement benefits.

**Priority #4**

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST  
FUND AUTHORITY TO GENERAL REVENUE – ADD / DEDUCT**

Salaries & Benefits = \$20,278

In January 2009, State Attorney's Office, Third Circuit received a fund shift from General Revenue to State Attorney Revenue Trust - Traffic Fines. In the five fiscal years since that time, receipts have not met the anticipated revenue numbers. The average annual receipts for the Third Circuit has been \$103,608 in these five years while the initial annualized budget authority for these receipts was set at \$123,886. This is a difference of \$20,278. It is requested that this amount be restored to General Revenue Salaries and deducted from State Attorney Revenue Trust Fund - Traffic Fines.

**Priority #5**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: State Attorney Revenue Trust Fund

Amount: \$46,000

The State Attorneys Office Third Judicial Circuit requests authority in SARTF to replace two motor vehicles which meet the Department of Management Services criteria for replacement. These vehicles are a necessary tool in the Third Judicial Circuit for

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Third Judicial Circuit (Continued)**

transportation to courthouses, depositions, victim / witness interviews, and crime scenes. The seven counties in the Third Circuit are Columbia, Suwannee, Hamilton, Lafayette, Dixie, Taylor and Madison. The area is very rural and a large land size. Reliable transportation is a must.

**Priority #6**

**IC 3008A10 ENHANCED SALARY INCENTIVE PAYMENTS**

Fund: General Revenue

Salary Incentive Payments = \$1,900

Salary Incentive payments to State Attorney Investigators is based on education and training. Having a highly trained staff of four investigators in this seven (7) county circuit is a benefit to the citizens as our investigators work to secure public safety and assist in the prosecution of criminals. This request of \$1,900 is to bring the funding for Salary Incentive Payments in line with the mandatory expenditure.

**Priority #7**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

Fund: General Revenue

Other Personal Services (OPS) = \$12,480

The State Attorney's Office, Third Judicial Circuit requests funding for Enhanced OPS in the amount of \$12,480. This issue is vital to our office in multiple areas. It will assist with mandatory records retention, production of records for public records requests, and remove the need for off-site storage at an additional cost to the citizens.

**State Attorney, Fourth Judicial Circuit**

**Priority #1**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 4.00

Salary Rate = \$162,758

Salaries & Benefits = \$249,677

Operations = \$17,180

The State Attorney's Office for the Fourth Judicial Circuit (SAO) is required to respond to public records requests in a timely and complete manner per Chapter 119 of Florida Statutes. Failure to respond to the public records request will result in litigation and the agency responsible for attorney fees. Public record requests take large amounts of time and resources to fulfill.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Fourth Judicial Circuit (Continued)**

Most requests are from defense attorneys and news agencies involving major cases that often involve deaths and serious injuries. These types of cases typically are complex files with large numbers of documents, videos, photographs and audio recordings. Each item (printed page, video, audio, photograph) must be reviewed prior to providing the copies to insure that exempt and confidential information is not being revealed.

The legislature has created in excess of 200 exemptions to the public record statutes. (See pages 69 to 133 of the Government in the Sunshine Manual available on the Attorney General's website at <http://www.myfloridalegal.com/sun.nsf/sunmanual>) Many of the exemptions are listed as confidential information which may not be disclosed and sometime criminal penalties, up to third degree felony, are imposed for the release of these public records. (See Florida Statutes 406.135(6), 406.136(6)(a) and (b) and 119.071(2)(j)(2)(b) for examples of when the release of exempt or confidential records is considered to be a criminal offense.)

The State Attorney's Office for the Fourth Judicial Circuit is requesting two attorney and two paralegal positions to cover the voluminous amount of public records requests this office receives. Our circuit received 1,628 public records requests in 2013, and 1,023 to date in 2014.

The State Attorney's Office for the Fourth Judicial Circuit was recently sued by a public records requestor; one claim made by the petitioner was our office took too long to respond to his request. This lawsuit was not successful for The State Attorney's Office. Staffing will need to be increased to handle the volume of public record requests this office receives; however, additional positions and funding will be needed.

Currently, time spent by attorneys and staff responding to public record requests takes time away from The State Attorney's Office core mission of prosecution.

Non-approval Impact Statement:

Non-approval of this request will impair prosecution of criminal and civil crimes in Duval, Clay and Nassau Counties as this issue impacts our entire operation.

**Priority #2**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue

FTE: 1.00

Salary Rate = \$55,000

Salaries & Benefits = \$83,310

Operations = \$4,645

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Fourth Judicial Circuit (Continued)**

In 2014, the Florida Legislature signed legislation to amend laws relating to the Civil Commitment Procedures for Sexually Violent Predators in response to tragedies caused by offenders who have “fallen through the cracks”. The State Attorney’s Office now has new responsibilities that require additional resources.

This legislation allows for a person that is sentenced to county jail to be eligible for referral for civil commitment by the State Attorney’s Office.

All sexually violent predators referred to the Department of Children and Families and evaluated by the Multidisciplinary Team for civil commitment are now subject to a review by the State Attorney’s Office regardless of the Multidisciplinary Team recommendation.

These changes significantly impact the workload of the Assistant State Attorney assigned to Civil Commitment procedures. Investigative and clerical support is necessary to insure sexually violent predators serving sentences in local jails are identified and evaluated.

The State Attorney’s Office for the Fourth Judicial Circuit is requesting one Assistant State Attorneys, one investigator, one paralegal, and one legal assistant. This funding is necessary to ensure our office does not allow a sexually Violent Predator to fall through the cracks.

**Priority #3**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: Forfeiture and Investigative Support Trust Fund

Amount: \$60,000

The State Attorney's Office for the Fourth Judicial Circuit is requesting the replacement of three vehicles in our fleet for FY-16. All three vehicles will met the mileage or year replacement on the Florida Department of Management Services Minimum Equipment Replacement Criteria. Replacing these three vehicles is necessary for safety and financial purposes.

Asset # Year Make/Model VIN Estimated 14-15 Mileage Estimated 15-16 Mileage

02417	2008	Chevy Impala	2G1WB55K089234645	119,316	129,316
02385	2008	Chevy Impala	2G1WB55K389233070	113,186	123,186
02299	2007	Chevy Impala	2G1WT58K379385812	111,924	121,924

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Fourth Judicial Circuit (Continued)**

**Priority #4**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue  
FTE: 5.00  
Salary Rate = \$166,096  
Salaries & Benefits = \$263,323  
Operations = \$20,606

During fiscal year 2012, Duval County added an additional court division (CR-I) in Circuit Court, but our office never received funding to cover this additional division. With this additional court room division, our staffing needs have increased. To properly staff this new court division we need to have the following: 2 Assistant State Attorneys, 1 Paralegal, 1 Victim Advocate, and 1 Secretary.

The salary budget requested for the Assistant State Attorneys (2 at \$50,000 each) will be required to hire attorneys at the level of experience needed for circuit court. Salaries for the Secretary II, Paralegal 1, and Victim/Witness Counselor 1 are all at the default minimum salary. State Attorney Operating Expenditures budget of \$29,896 and non-recurring budget of \$18,940 is requested to establish the positions as per Modified Standard #3 for State Attorney Offices.

Non-approval Impact Statement: Non-approval of this request will impair essential victim services to the citizens of Duval, Clay, and Nassau counties in the investigation and prosecution of criminal and civil crimes as this issue impacts our entire operation.

**State Attorney, Fifth Judicial Circuit**

To be determined by the FPAA

**State Attorney, Sixth Judicial Circuit**

**Priority #1**

**IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS**

Fund: General Revenue  
FTE: 1.00  
Salary Rate = \$36,000  
Salaries & Benefits = \$52,595  
Operations = \$245,000



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Sixth Judicial Circuit (Continued)**

This funding will allow us to continue to provide additional mediation and treatment based disposition service to returning combat veterans.

**Priority #2**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: State Attorney Revenue Trust Fund

Amount: \$90,000

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.

**Priority #3**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 4.00

Salary Rate = \$108,751

Salaries & Benefits = \$176,500

Operations = \$14,923

Additional positions to address workload increases and backlogs in public records requests.

**State Attorney, Seventh Judicial Circuit**

**Priority #1**

**IC 3009620 CAREER CRIMINAL PROSECUTION**

Fund: General Revenue

FTE: 8.00

Salary Rate = \$437,516

Salaries & Benefits = \$649,506

Operations = \$33,322

The Legislature has set the goal for this agency to combine with sheriffs and local police departments to form a Career Criminal Unit. State Attorney R.J.Larizza has formed this unit and the local sheriffs of all four counties are committing resources in response to our allocation of resources. The goals set by the legislature for the investigation, apprehension and prosecution of Career Criminals recognizes the necessity of reduced caseloads for the prosecutors assigned to the unit. The funds requested are necessary to meet these goals.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Seventh Judicial Circuit (Continued)**

**Priority #2**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue  
Salary Rate = \$49,446  
Salaries & Benefits = \$56,873

In the last two GAAs special pay increases were given to the other state law enforcement groups, but none were given to State Attorney Investigators whose duties are equal to the other law enforcement officers. This appears to be an oversight and should be corrected /. The increases for the other law enforcement officers were 3-5% in 2013 and 5% in 2014. We are requesting that this oversight be corrected and a 5% increase be given this year based on June 30, 2014 rate of pay.

**Priority #3**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue  
FTE: 2.00  
Salary Rate = \$106,376  
Salaries & Benefits = \$157,043  
Operations = \$8,071

The 2014 Florida Legislature significantly expanded the scope of review by this agency of individuals to determine their eligibility for Civil Commitment. (Formerly known as Jimmy Ryce). Although funding was considered it was left out to be determined more accurately this year. We have been able to identify the individuals for consideration, but the volume of workload in gathering and compiling the information to be reviewed is too great to be absorbed without further funding. It may be possible to achieve with the one ASA and Secretary positions requested.

**Priority #4**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue  
FTE: 2.00  
Salary Rate = \$66,376  
Salaries & Benefits = \$105,511  
Operations = \$8,071

Government in the Sunshine is mandated by law and is central to the transparency of governmental operations. The workload has significantly increased at a time when the requirements have increased as well. HIPPA along with other changes have increased the workload of review to the point that this position is critical to this agency continuing to be able to meet it' obligations under the Sunshine law. There is a cottage industry looking

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Seventh Judicial Circuit (Continued)**

to find failures adequately respond by public agencies so as to litigate and collect legal fees. The state must increase funding in state agencies to comply with the Sunshine law or pay more in costs later.

**State Attorney, Eighth Judicial Circuit**

Florida Prosecuting Attorneys Association's budget priorities

**State Attorney, Ninth Judicial Circuit**

**Priority #1**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 1.00

Salary Rate = \$75,000

Salaries & Benefits = \$109,076

Operations = \$11,497

The State Attorney's Office is requesting positions to meet the growing demand for public records. Public records request require experienced positions to comply with the very complex rules governing them. Our request is for one Assistant State Attorney and one paralegal in order to meet the growing demand.

**Priority #2**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue

FTE: 7.00

Salary Rate = \$241,712

Salaries & Benefits = \$387,044

Operations = \$29,377

The State Attorney's Office is requesting positions to augment the Supreme Courts' certification for additional judgeships. The Supreme Court certified one Circuit Judge and three County Judges' in December 2013 (reference SC13-2996).

**Priority #3**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$40,157

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**State Attorney, Ninth Judicial Circuit (Continued)**

Salaries & Benefits = \$46,189

In the last two General Appropriations Acts, special pay increases were provided to law enforcement officers in the Florida Department of Law Enforcement, Highway Safety & Motor Vehicles and the Fish & Wildlife Commission. This issue is to request a 5% salary increase for State Attorney Investigators.

**Priority #4**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: Forfeiture and Investigative Support Trust Fund

Amount: \$90,000

The State Attorney's Office is requesting trust fund budget authority to replace four (4) motor vehicles to replace cars that are too costly to repair and/or operate. Sufficient funds are available in our State FIST Trust Fund to purchase these vehicles.

**Priority #5**

**IC 2401000 REPLACEMENT EQUIPMENT**

Fund: General Revenue

Operations = \$149,209

The State Attorney's Office is requesting funds for the replacement of furniture and equipment that are obsolete, worn out and/or no longer of use to this office. We are requesting a 10% replacement value of existing inventory.

**Priority #6**

**IC 3800130 EMPLOYEE CONTINUING EDUCATION**

Fund: General Revenue

Operations = \$2,500

The State Attorney's Office is requesting funds for employee continuing education. This office recognizes that continuing education for non-attorney staff is critical for maintaining a skilled workforce. Promoting and providing the opportunity for continuing education courses will ensure that our workforce stays abreast of trends and laws for all facets of administration.

**Priority #7**

**IC 2000100 & 2000200**

**REALIGNMENT OF ADMINISTRATIVE EXPENDITURES – ADD / DEDUCT**

Fund: Forfeiture and Investigative Support Trust Fund

Salaries & Benefits = -\$344,009

Other Personal Services = \$100,000

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Ninth Judicial Circuit (Continued)**

Operations = \$244,009

The State Attorney's Office is requesting a realignment of our Forfeiture and Investigative Support Trust Fund to more adequately reflect our estimated expenditures for FY 2015-16. We are requesting that Salaries & Benefits be moved to Operations and Other Personal Services to provide for expenditures for equipment and temporary employment.

**State Attorney, Tenth Judicial Circuit**

Continuation of current budget without any budget cuts.

Budget Issue Priorities of the Florida Prosecuting Attorneys Association.

**State Attorney, Eleventh Judicial Circuit**

**Priority #1**

**IC 3009950 INVESTIGATION AND PROSECUTION OF HUMAN  
TRAFFICKING CRIMES**

Fund: General Revenue

FTE: 24.00

Salary Rate = \$838,636

Salaries & Benefits = \$1,267,747

Operations = \$96,104

Acquisition of Motor Vehicles = \$62,700

Recent legislation substantially increased the penalties for Human Trafficking and related crimes. It is anticipated that these changes will cause the case load to rise. Funding for additional personnel is necessary to effectively and efficiently prosecute Human Trafficking Crimes in Miami-Dade County.

**Priority #2**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 5.00

Salary Rate = \$184,395

Salaries & Benefits = \$288,814

Operations = \$21,306

Public Records Requests (PRR) increased by 132.8% from FY 2010-11 to FY 2013-14. Many requests are on complex cases involving deaths, sexual battery and other serious crimes that must be reviewed prior to providing the copies. Ensuring that all citizens may

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**State Attorney, Eleventh Judicial Circuit (Continued)**

avail themselves of their constitutional and statutory right to inspect public records while not inadvertently disclosing exempt information is a central obligation of state agencies. Additional FTE and operating expenses are requested to effectively and efficiently meet these public records requests.

**Priority #3**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue

FTE: 6.00

Salary Rate = \$195,374

Salaries & Benefits = \$305,701

Operations = \$24,032

Legislation increasing the State Attorneys responsibilities in dealing with civil commitment of sexually violent predators (SVP) was signed into law in March 2014. The State Attorney is now tasked with additional responsibilities in identifying, referring and prosecuting SVP cases, including screening, evaluation, gathering evidence and documentation for referrals. The expanded criteria for referrals will increase case load and require additional Assistant State Attorney and support staff.

**Priority #4**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$39,542

Salaries & Benefits = \$45,481

State Attorney Investigators were not included in appropriated special pay increases provided to law enforcement officers in the Department of Law Enforcement, Highway Safety and Motor Vehicles and Fish and Wildlife Commission in fiscal years 2013 and 2014. The omission of State Attorney Investigators from the special pay increases appears to have been an oversight. To rectify the oversight, an increase of 5% in the salaries of State Attorney Investigators is requested.

**State Attorney, Twelfth Judicial Circuit**

**Priority #1**

To be provided by the FPAA

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Twelfth Judicial Circuit (Continued)**

**Priority #2**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue  
FTE: 14.00  
Salary Rate = \$459,424  
Salaries & Benefits = \$738,365  
Operations = \$57,716

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.

**Priority #3**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue  
FTE: 4.00  
Salary Rate = \$152,758  
Salaries & Benefits = \$236,794  
Operations = \$16,142

SB 0522 expanded the responsibilities and workload of the State Attorney when dealing with Civil Commitment of Sexually Violent Predators. The State Attorney must now review all decisions of the Department of Children and Families (DCF) multidisciplinary team and make an independent decision as to filing a petition. Further the State Attorney must identify and refer defendants who meet criteria serving time in county jail on another offense. The legislation expands the qualifying offenses for identification as a sex predator and adds criminal penalties for knowingly giving false information upon registering. The burden of responsibility for the oversight of civil commitment decisions has now shifted to the elected State Attorney and off of the Department of Children and Families. This shift requires a more experienced prosecutor to handle these critical decisions and the cases that are filed and pursued. In addition the 2014 Legislature passed a series of bills increasing sentences for sex offenses and expanding the definitions of certain sex offenses and voyeurism. These changes although consistent with public safety needs increase the workload and the amount of time required for each case. The workload from all of these bills and the shift of responsibility for oversight requires one felony level prosecutor in our Manatee County office and one in our Sarasota County office with a minimum rate of \$50,000 for these positions.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Twelfth Judicial Circuit (Continued)**

**Priority #4**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 4.00

Salary Rate = \$130,928

Salaries & Benefits = \$208,671

Operations = \$16,142

Recently there has been a dramatic increase in the number of public records requests that the State Attorneys are required by Florida Statute 119.07 to respond to. Failure to respond in a timely and complete manner will result in litigation for which the agency will most likely be responsible for the attorney fees and costs of the person making the request. These requests consume large amounts of time and resources to fulfill.

A large number of the requests are made by tort attorneys and news agencies involving major cases that often involve deaths and serious injuries. These types of cases typically are complex files with large numbers of documents, videos, photographs and audio recordings. Each item (printed page, video, audio, photograph) must be reviewed prior to providing the copies to insure that exempt and confidential information is not being disclosed.

The legislature has created in excess of 200 exemptions to the public record statutes. (See pages 69 to 133 of the Government in the Sunshine Manual available on the Attorney General's website at <http://www.myfloridalegal.com/sun.nsf/sunmanual>) Many of the exemptions are listed as confidential information which may not be disclosed and sometime criminal penalties, up to third degree felony, are imposed for the release of these public records. (See Florida Statutes 406.135(6), 406.136(6)(a) and (b) and 119.071(2)(j)(2)(b) for examples of when the release of exempt or confidential records is considered to be a criminal offense.)

Clearly the review of records of complex cases involving deaths, sexual battery and other serious crimes cannot be done by a lower level employee. On the other hand it would be a waste of resources to have a higher paid attorney perform the menial task of copying hundreds of pages of documents. If the attorney and staff that is normally involved in the case are utilized for the preparation of the records response then their regular function of handling cases (which is the core function of the office) would be negatively impacted. Therefore we are requesting four positions, one Assistant State Attorney and one Legal Assistant for our Sarasota County office and One Assistant State Attorney and one Legal Assistant for our Manatee County office to perform the task of complying with the increased volume of public record requests.



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**State Attorney, Twelfth Judicial Circuit (Continued)**

**Priority #5**

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST  
FUND AUTHORITY TO GENERAL REVENUE – ADD / DEDUCT**

Salaries & Benefits = \$54,449

In 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 six years the traffic fine receipts have averaged only \$8 million. This issue is to request restoration of general revenue in the amount of \$51,106.

**Priority #6**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$4,012

Salaries & Benefits = \$4,615

In FY2013-14, special pay increases were awarded to law enforcement officers of the Florida Highway Patrol, Fish and Wildlife Commission, Department of Highway Safety and Motor Vehicles and Florida Department of Law Enforcement. (Chapter 2013-040, LOF, 8(2)(a) provided a 3.0 percent to 5.0 percent increase depending on longevity).

In FY2014-15 competitive pay adjustments of 5.0 percent were awarded to each law enforcement employee's base rate of pay including sworn law enforcement officers the Florida Department of Law Enforcement and Florida Highway Patrol. (Chapter 2014-051, LOF, section 8(2)(d)).

State Attorney Investigators are sworn law enforcement officers whose classifications were not included in either of these FY increases. This appears to have been an oversight since there is no functional difference between the job requirements and responsibilities of State Attorney Investigators and investigators of the Florida Highway Patrol, Fish and Wildlife Commission, Department of Highway Safety and Motor Vehicles and the Department of Law Enforcement all of whom were the beneficiaries of the aforementioned special pay increase.

This issue requests additional funding for an increase of 5.0 percent in the salaries of State Attorney Investigators (based on the June 30, 2014 rate of pay) along with the appropriate matching benefits, i.e., retirement and FICA.

Rate = \$3,550

Benefit Match = \$1,065

Issue Total = \$4,615

**SCHEDULE VIIIA  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2015-2016**

**State Attorney, Twelfth Judicial Circuit (Continued)**

**Priority #7**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: State Attorney Revenue Trust Fund

Amount: \$48,000

The State Attorney's Office, 12th Judicial Circuit requests the replacement of two vehicles that will meet the statutory requirements for replacement in FY 2015-16. 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 two vehicles 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 #8**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

Fund: General Revenue

Other Personal Services (OPS) = \$22,391

Due to 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.

Number of OPS	Number of Hours	Cost Per Hour	Sub-Total	FICA Match	Total
2	1040	\$10.00	\$20,800	\$1,591.20	\$22,391

**Priority #9**

**IC 2000100 & 2000200**

**REALIGNMENT OF ADMINISTRATIVE EXPENDITURES – ADD / DEDUCT**

Fund: General Revenue

Lease / Lease Purchase of Equipment = \$2,000

Salary Incentive Payments = -\$2,000

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Twelfth Judicial Circuit (Continued)**

This request is made for the realignment of budget in the amount of \$2,000 from the General Revenue Salary Incentive appropriation category (103290) to the Leased Equipment appropriation category (105281) to cover the lease cost of postage equipment needed to fulfill our prosecutorial obligations in sending notifications, pleadings and other documents to victims, witnesses and defense attorneys. Our current total appropriation in the Leased Equipment category is \$367. This realignment of administrative expenditures is instrumental in enabling the Office of the State Attorney, 12th Judicial Circuit to meet its fiscal obligation under the Leased Equipment category in FY 2015-16 and in future fiscal years.

**State Attorney, Thirteenth Judicial Circuit**

**Priority #1**

**IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS**

Fund: General Revenue  
FTE: 4.00  
Salary Rate = \$166,757  
Salaries & Benefits = \$254,830  
Operations = 16,142

This issue benefits the Misdemeanor Prosecution activity of the Office of the State Attorney, 13th Judicial Circuit, Hillsborough County. The State Attorney, 13th Judicial Circuit is an active participant in a veterans' court for designated misdemeanors, established pursuant to local administrative order. It is anticipated that this program will be expanded to include military veterans and service member court programs pursuant to F.S. 394.47891, 948.08(7) and 948.16(2)(a), which will require two (2) additional prosecutors and two (2) full-time legal assistants. Intervention for returning combat veterans is being made available to all divisions of the criminal court throughout the circuit.

**Priority #2**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue  
FTE: 2.00  
Salary Rate = \$90,379  
Salaries & Benefits = \$136,434  
Operations = \$8,071

As a result of changes and new requirements made by the Florida Legislature in 2014 to Jimmy Ryce review processes, the average amount of time spent on Jimmy Ryce cases has increased radically. The altered review process is requiring the services of a full-time

**SCHEDULE VIII  
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**State Attorney, Thirteenth Judicial Circuit (Continued)**

ASA plus a full-time Legal Assistant Secretary II as support. Therefore, this office will require these additional positions, rate associated salaries and benefits funding, as well as the associated funding for operations per Standard #3.

**Priority #3**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$90,379

Salaries & Benefits = \$136,434

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.

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**State Attorney, Thirteenth Judicial Circuit (Continued)**

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.

**Priority #4**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue  
Salary Rate = \$33,506  
Salaries & Benefits = \$38,538

In the last two General Appropriations Acts, special pay increases were provided to law enforcement officers in the Departments of Law Enforcement and Highway Safety and Motor Vehicles and the Fish and Wildlife Commission. Chapter 2013-040, LOF, 8(2)(a) provided a 3-5% increase depending on longevity and Chapter 2014-051, LOF, section 8(2)(d) provided a 5% increase (Fish and Wildlife Commission officers were not included in the FY 2014-2015 increase). State Attorney Investigators were not included in either of these increases. This appears to have been an oversight since there is no functional difference between the job requirements and responsibilities of State Attorney Investigators and investigators in the Florida Highway Patrol, Fish and Wildlife Commission, and Department of Law Enforcement, all of whom were the beneficiaries of the aforementioned special pay increase.

This issue requests additional funding for an increase of 5% in the salaries of State Attorney Investigators (based on the August 31, 2014, rate of pay). This request is for \$33,506 PLUS the appropriate fringe benefits (retirement and social security) of \$5,032 for a total of \$38,538.

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.

**Priority #5**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue  
FTE: 10.00  
Salary Rate = \$520,070

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**State Attorney, Thirteenth Judicial Circuit (Continued)**

Salaries & Benefits = \$783,013

Operations = \$43,312

This issue benefits the Felony Prosecution activity of the Office of the State Attorney, Thirteenth (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/Secretaries II
- 1 Investigator I

**Priority #6**

**IC 3008A10 ENHANCED SALARY INCENTIVE PAYMENTS**

Fund: General Revenue

Salary Incentive Payments = \$5,091

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.

**Priority #7**

**IC 160S300 & 160S400**

**FUNDING SOURCE IDENTIFIER CORRECTION - ADD / DEDUCT**

Fund: Grants and Donations Trust Fund

The State Attorney Office, Thirteenth (13th) Judicial Circuit (SA13) requests reclassification of budget authority for the Violence Against Women Act (VAWA) Grant within the Grants and Donations Trust Fund (GDTF) currently classified as FSI 9. The

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**State Attorney, Thirteenth Judicial Circuit (Continued)**

request is to reclassify the authority amount currently assigned to this fund to Fund Source Identifier (FSI) 1.

The VAWA Grant ended in FY 11/12 and was not renewed in FY 12/13. All of the remaining cash will be expended in current FY 14/15. It is requested that \$110,766 of Salaries and Benefits, \$7,755 of OPS Salaries and \$57,964 of Operating Expense authority previously approved for this grant under FSI 9 be reclassified under FSI 1, so that the use of cash in other GDTF funds with FSI 1 classification may be fully maximized.

These Fund Source Identifier Corrections will be instrumental in enabling the Office of the State Attorney, 13th Circuit, to continue to meet its fiscal obligations under the Salaries and Benefits Appropriation for FY 15/16 and in future fiscal years.

**State Attorney, Fourteenth Judicial Circuit**

**Priority #1**

Florida Prosecuting Attorneys Association's budget priorities

**Priority #2**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$76,379

Salaries & Benefits = \$118,397

Operations = \$8,071

This issue provides funding for personnel and operations to effectively handle the expanded workload of the State Attorney when dealing with civil commitment of sexually violent predators.

**Priority #3**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$73,222

Salaries & Benefits = \$114,765

Operations = \$8,071

This issue provides funding for personnel and operating expenses to effectively and efficiently meet public record demands.

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**State Attorney, Fourteenth Judicial Circuit (Continued)**

**Priority #4**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: State Attorney Revenue Trust Fund

Amount: \$90,000

This 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.

**Priority #5**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

Fund: State Attorney Revenue Trust Fund

Other Personal Service (OPS) = \$120,912

Due to state budget reductions and increased workload demands, temporary staff is needed to assist employees with caseloads and to substitute when an employee is on extensive paid medical/annual leave. The services provided are in lieu of hiring additional full-time, salaried employees.

**Priority #6**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$33,477

Salaries & Benefits = \$38,505

This issue requests additional funding for a 5% increase in the salaries of the State Attorney Investigators along with appropriate fringe benefits as parity for the special pay increases provided to law enforcement officers in the last two General Appropriations Acts as there is no functional difference between the job requirements and responsibilities of State Attorney Investigators and investigators in the Florida Highway Patrol, Fish and Wildlife Commission, and Department of Law Enforcement all of whom were the beneficiaries of the aforementioned special pay increase.

**State Attorney, Fifteenth Judicial Circuit**

**Priority #1**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$86,379

Salaries & Benefits = \$131,280

Operations = \$8,071



**SCHEDULE VIII  
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**State Attorney, Fifteenth Judicial Circuit (Continued)**

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. Another notable group seeking public records is prison or jail inmates.

The sophistication and technical expertise needed to identify digitized data and the additional time needed for an attorney to review compliance issues as well as redaction and cost issues on every request takes time away for the core mission of prosecution. This circuit has paid \$34,000 to outside counsel to assist with a public records lawsuit involving over 600 public record requests from one entity. That did not cover the hundreds of hours members of this office devoted to addressing these issues in addition to being deposed and answering demands. The need for an experienced public records attorney and secretary became clear as a result of that suit.

Public Records Laws are outside the normal workload for an Assistant State Attorney and as such requires a more experienced attorney to take over the responsibility of making such decisions on behalf of this office and protecting the office from future suits and expenditure of tax dollars. Therefore, the rate of \$60,000 is more appropriate than the default entry level as that rate reflects a 4-5 year attorney in this office. Operations: Modified Schedule #3 \$4,645 and \$3,426 total. \$2,758 and \$2,392 nonrecurring.

**Priority #2**

**IC 36301C0**

**SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC FILING**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$53,530

Salaries & Benefits = \$83,946

Operations = \$6,852

The Supreme Court has mandated that all criminal filing, service and discovery must take place electronically. The State Attorney in this county is the central repository for all arrest reports and evidence. All documents must be converted to a digital format such as PDF before they can be uploaded into our case tracking system or moved through the e-filing portal. The clerk's system does not have the ability to transfer such documents from their case management system so a duplicate effort must take place at SAO15. SAO15 receives hundreds of thousands of documents yearly and each piece must be

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**State Attorney, Fifteenth Judicial Circuit (Continued)**

scanned to prepare them for e-filing, e-service or e-discovery. Presently the office is still processing everything through hard copy until this scanning unit can be instituted. A team of three Legal Secretaries are needed to review the documents, log them into our case management system and digitize them for further use. In addition, 2000 police officers will need to be trained and assisted with uploading their case reports and evidence into our case tracking system through a web based program. This creates an additional need for a help call center to address questions and concerns coming from each police department and agency that either sends or receives information from us. This call center will be run by a Automated Systems Specialist.

Under this Issue Code the request is for 2 FTE-GR salaried employees of the 4 employees determined to be needed. The other two positions are found under IC 3000640 as "Enhanced OPS request" because it is contemplated that at least one of these positions may be reduced in a year or two and some type of work efficiency should result from the E-filing, discovery and service.

**Priority #3**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue  
FTE: 6.00  
Salary Rate = \$193,235  
Salaries & Benefits = \$309,374  
Operations = \$24,213

Last session Circuit 15 was identified as needing an additional county court judgeship. The allocation of this judgeship in the 2015 session will most likely result in another county court criminal division as set forth by the Circuit's Chief Judge. This will require a corresponding allocation of staff and equipment to run the new criminal division. The actual number of additional personnel needed to staff the new division is 3 ASAs, 2 Legal Secretaries, and 1 Witness Coordinator. This division will run a full workload of misdemeanor cases. The unit will be working to assist victims through the prosecution of criminal offenses, working for justice and maintain public safety through prosecution.

**Priority #4**

**IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS**

Fund: General Revenue  
FTE: 2.00  
Salary Rate = \$76,379  
Salaries & Benefits = \$118,397  
Operations = \$8,071

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**State Attorney, Fifteenth Judicial Circuit (Continued)**

SAO15 is an integral party to this special court division for Veterans. This assignment requires an Assistant State Attorney who understands how to handle misdemeanors, traffic and felony offenses. That is why the salary rate must be above an entry level position and in line with a felony attorney. The attorney will work with law enforcement, the veteran's hospital personnel, social workers and defense attorneys to ensure that criminal offenses are addressed justly while still taking into consideration the special needs of returning veterans. This special court improves the quality of life for the Veteran as well as provides greater protection of the public.

Additionally, this circuit is about to create a "HOMELESS" court. This court will specialize on the quality of life type misdemeanors that are often committed by the homeless population. The offenses are relatively minor but the offender is often incarcerated in jail because of an inability to supervise them on probation. The court will work in a similar manner as veteran's court and seek real solutions for the Homeless offender while maintaining a safer community. The attorney for Veteran's Court will also be responsible for the "Homeless" court.

Finally, if the "homeless court" is not finalized by July 2015 the attorney and staff for the Veteran's court will be responsible for assisting in the Intake Division where the office had to reduce staff in an effort to support the Mental Health Court and in assisting with the First Appearance court attorney and staff who are also responsible for the Special Drug Court Program.

**State Attorney, Sixteenth Judicial Circuit**

**Priority #1**

Florida Prosecuting Attorneys Association's budget priorities

**State Attorney, Seventeenth Judicial Circuit**

**Priority #1**

**IC 3009950 INVESTIGATION AND PROSECUTION OF HUMAN  
TRAFFICKING CRIMES**

Fund: General Revenue

FTE: 14.00

Salary Rate = \$685,000

Salaries & Benefits = \$990,184

Operations = \$52,659

Salary Incentive Payments = \$3,120

South Florida has become the breeding ground for Human Traffickers. These predators are targeting young girls in foster homes, runaways and homeless children by offering

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**State Attorney, Seventeenth Judicial Circuit (Continued)**

them food, clothing and shelter. Once these victims are solidly convinced that their benefactor truly cares for them they are forced to provide sexual activities for clients and are continually abused in this manner.

The Florida Legislature has recognized the dangerous increase in the trafficking of these vulnerable children and adults by creating new laws that increase the penalties for offenses related to human trafficking, commercial sexual exploitation, human branding, massage parlor hours of operation and even restrictions on the hiring of juveniles in movie theaters.

The State Attorney Human Trafficking Unit would identify these victims and work with the Department of Children and Families to provide them a Safe Harbor or Home where they are not continually afraid of the abuse so that we can successfully prosecute these Human Traffickers. The Unit will include not just Assistant State Attorney's but also, law enforcement Investigators, Victim Advocates and Trauma Specialists who can work out in the community during the evening and early morning hours.

3 Senior Assistant State Attorneys (at 65,000 each)  
2 Victim/Witness Counselors (at 40,000 each)  
2 Law Enforcement Investigators (at 60,000 each)  
4 On Call Victim Trauma Specialists (at 50,000 each)  
3 Legal Secretaries (at 30,000 each)

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor , and juvenile prosecution.

**Priority #2**

**IC 3000720 COMPUTER CRIMES DIVISION**

Fund: General Revenue

FTE: 5.00

Salary Rate = \$226,760

Salaries & Benefits = \$347,542

Operations = \$21,306

Salary Incentive Payments = \$1,560

In 1998, the Broward County Sheriff's Office was awarded a federal grant to become one of the first Internet Crimes Against Children (ICAC) Task Force members. The ICAC Program was developed in response to the increasing number of children and teenagers using the Internet, the proliferation of child pornography, and heightened online activity by predators seeking unsupervised contact with potential underage victims.

The Broward County Sheriff's Office administers the grant and coordinates efforts of its affiliates for the entire South Florida Region. During the first few years there were two

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**State Attorney, Seventeenth Judicial Circuit (Continued)**

full-time detectives and one Assistant State Attorney assigned to the Task Force. Sixteen years later, Broward County has fifteen full-time detectives and three computer forensic examiners, additional detectives from multiple law enforcement agencies and one Assistant State Attorney. The United States Justice Department has consistently recognized our Task Force as one of the best in the country and frequently refers to us as a model for others to follow.

The growth of the South Florida ICAC Task Force is in large part due to the increased victimization of children through technological means. The explosion of social networking sites, smart phones and peer to peer file sharing networks had exposed our children to unprecedented risk.

Although the growth in law enforcement participation has been supported in large part by federal grants, there has been no corresponding support for the prosecution component of the Task Force. This is in spite of the fact that prosecutors play an essential role in every ICAC investigation. Virtually every investigation requires a series of complex subpoenas, court orders and search warrants. Many of these must comply with both Florida and Federal law. Efforts are made to conform old laws to new technology on a daily basis and prosecutors are essential to this task.

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor and juvenile prosecution.

**Priority #3**

**IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS**

Fund: General Revenue

FTE: 3.00

Salary Rate = \$126,378

Salaries & Benefits = \$195,264

Operations = \$12,716

In FY 2012-13, the Chief Judge of the 17th Circuit along with the State Attorney, Public Defender and Clerk of the Court established a special felony and misdemeanor Court Division for cases where veterans of the US Armed Forces have been charged with a criminal offense. The cases are reviewed for diversion programs and disposition to ensure members who have served our country are screened for any special needs to assist them in adjusting back into their communities as productive citizens. Additional prosecutors and staff are needed to represent the State of Florida in these courtrooms and allow more specialized attention to these cases. This issue was recommended by Senate Appropriations for funding in 2014. Several State Attorney's Offices are receiving funds for Veterans Court and SA17 requests to be included for Fiscal Year 2015-16.

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor and juvenile prosecution.

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**State Attorney, Seventeenth Judicial Circuit (Continued)**

**Priority #4**

**IC 3000560 JIMMY RYCE CIVIL COMMITMENT**

Fund: General Revenue

FTE: 5.00

Salary Rate = \$223,138

Salaries & Benefits = \$337,968

Operations = \$20,087

Salary Incentive Payments = \$1,560

In 2014, the Florida Legislature substantially amended the laws concerning the Civil Commitment Procedures for Sexual Predators.

Predators sentenced to city or county jails are now subject to referral by the State Attorney to DCF for evaluation.

All sexual predators referred to DCF and evaluated by the Multi-Disciplinary Team (MDT) for civil commitment are now subject to State Attorney review regardless of the MDT recommendation.

The State Attorney may now file a petition for Civil Commitment of a sexual predator directly.

These changes will be significantly impacting the workload of the Assistant State Attorney assigned to Civil Commitment procedures. In addition, clerical and investigative support is necessary to insure sexual predators serving state, county or city incarceration sentences are identified and evaluated.

This issue requests two experienced Assistant State Attorneys (at 60,000), two Legal Assistant secretaries and one Investigator III.

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor, juvenile prosecution and civil matters.

**Priority #5**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$78,898

Salaries & Benefits = \$90,749

In FY 2013-14, special pay increases were awarded to law enforcement officers of the Florida Highway Patrol, Fish and Wildlife Commission, Department of Highway Safety and Motor Vehicles and Florida Department of Law Enforcement. (Chapter 2013-040,

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**State Attorney, Seventeenth Judicial Circuit (Continued)**

LOF, 8(2)(a) provided a 3.0 percent to 5.0 percent increase depending on longevity).

In FY 2014-15 competitive pay adjustments of 5.0 percent were awarded to each law enforcement employee's base rate of pay including sworn law enforcement officers the Florida Department of Law Enforcement and Florida Highway Patrol. (Chapter 2014-051, LOF, section 8(2)(d)).

State Attorney Investigators are sworn law enforcement officers whose classifications were not included in either of these FY increases. This appears to have been an oversight since there is no functional difference between the job requirements and responsibilities of State Attorney Investigators and investigators of the Florida Highway Patrol, Fish and Wildlife Commission, Department of Highway Safety and Motor Vehicles and the Department of Law Enforcement all of whom were the beneficiaries of the aforementioned special pay increase.

This issue requests additional funding for an increase of 5.0 percent in the salaries of State Attorney Investigators (based on the June 30, 2014 rate of pay) along with the appropriate matching benefits, i.e., retirement and FICA.

Rate = \$78,898  
Benefit match = \$11,851  
Issue total = \$90,749

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor and juvenile prosecution.

**Priority #6**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue  
FTE: 33.00  
Salary Rate = \$1,022,919  
Salaries & Benefits = \$1,647,601  
Operations = \$131,343

If the Legislature creates and funds additional judgeships and the Chief Judge of the Judicial Circuit assigns them to a newly created criminal division, it will be necessary for the State Attorney to staff this criminal division. This issue reflects the resources necessary to staff six newly created criminal divisions, based on the Florida Prosecuting Attorneys Association's (FPAA's) model.

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor and juvenile prosecution.

**Priority #7**

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**State Attorney, Seventeenth Judicial Circuit (Continued)**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

Fund: General Revenue

Other Personal Services (OPS) = \$430,583

The goal of the State Attorney is to pursue justice through prosecution effectively, efficiently, and in a timely manner. To meet this goal the State Attorney must prepare and train Assistant State Attorneys to immediately begin prosecuting a workload of felony, misdemeanor, criminal traffic, juvenile and certain statutorily enumerated civil cases when vacancies occur. In Fiscal Year 2011/2012, \$440,220 in trust fund authority was appropriated to this agency in our OPS category. This appropriation was utilized to hire 21 certified legal interns and prepare and train them as Assistant State Attorney's. Upon being admitted to the Florida Bar the ASA was transferred to FTE status and to fill a vacancy. The Senate Appropriations staff recommended this issue for funding in 2014.

This issue is to request General Revenue in OPS to continue this process. 20 ASA's @ \$19.23 per hour \$399,984 + 7.65% = 430,583

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor and juvenile prosecution.

**Priority #8**

**IC 4200300 FULL RESTORATION OF BUDGET REDUCTIONS**

Fund: General Revenue

Salaries & Benefits = \$2,676,408

Since FY 2007-08, the Office of the State Attorney, Seventeenth (17th) Circuit has received approximately \$2,676,408 worth of General Revenue reductions which were not offset by shifts to trust funds resulting in a loss of FTE and necessitating holding numerous positions vacant in order to maintain courtroom demands. This has resulted in significantly increased caseloads per Assistant State Attorneys.

This issue requests the restoration of these general revenue budget reductions to the State Attorney of the 17th Judicial Circuit Salaries and Benefits.

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor and juvenile prosecution.



**SCHEDULE VIII  
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**State Attorney, Eighteenth Judicial Circuit**

**Priority #1**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$62,307

Salaries & Benefits = \$100,704

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 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 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$23,903

Salaries & Benefits = \$27,494

In the last two General Appropriations Acts, special pay increases were provided to law enforcement officers in the Departments of Law Enforcement and Highway Safety and

**SCHEDULE VIII  
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**State Attorney, Eighteenth Judicial Circuit (Continued)**

Motor Vehicles and the Fish and Wildlife Commission. Chapter 2013-040, LOF, 8(2)(a) provided a 3-5% increase depending on longevity and Chapter 2014-051, LOF, section 8(2)(d) provided a 5% increase (Fish and Wildlife Commission officers were not included in the FY 2014-2015 increase). State Attorney Investigators were not included in either of these increases; this appears to have been an oversight since there is no functional difference between the job requirements and responsibilities of State Attorney Investigators and investigators in the Florida Highway Patrol, Fish and Wildlife

Commission, and Department of Law Enforcement all of whom were the beneficiaries of the aforementioned special pay increase.

This issue requests additional funding for an increase of 5% in the salaries of State Attorney Investigators (based on the August 31, 2014, rate of pay). This request is for \$21,569 PLUS the appropriate fringe benefits (i.e., retirement and FICA) of \$5,925, for a total of \$27,494. This issue benefits all four core activities of the State Attorney, 18th Judicial Circuit, Brevard and Seminole Counties. These activities are Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution and Civil Action Services.

**Priority #3**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue

FTE: 3.00

Salary Rate = \$98,784

Salaries & Benefits = \$160,511

Operations = \$12,716

The Supreme Court of Florida certified one (1) County Court Judge on December 19, 2013 [(SC13-2296).

The State Attorney's Office is requesting the minimum required staff to accommodate an additional County Court Judge of two (2) Assistant State Attorneys and one (1) supporting secretary.

This issue is in support of all State Attorney Activities.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Nineteenth Judicial Circuit**

**Priority #1**

**IC 3001540 ADDITION OF SPECIALITY COURTS DIVISION**

Fund: General Revenue

FTE: 5.00

Salary Rate = \$150,993

Salaries & Benefits = \$242,938

Operations = \$20,087

The statutory authority for specialized courts has been in effect for years; however, Martin and Okeechobee counties have not yet completely implemented at this time.

Due to the fact that the State Attorney's Office will need to increase the number of places that we need to have people, we are requesting two (2) additional assistant state attorney positions as well as the necessary support staff (Paralegals and Legal Secretaries) to handle these cases in the various locations within our circuit.

**Priority #2**

**IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC FILING**

Fund: General Revenue

FTE: 3.00

Salary Rate = \$107,436

Salaries & Benefits = \$157,137

Operations = \$11,835

We currently do not have in-house positions or resources for the development, monitoring or implementation of the electronic filing program - which puts this circuit at a complete disadvantage. Funding this issue will enable this agency to enhance our IT systems to provide adequate information, comply with the Supreme Court mandate, and work towards becoming paperless in the future.

**Priority #3**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$62,307

Salaries & Benefits = \$100,704

Operations = \$8,071

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.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Nineteenth Judicial Circuit (Continued)**

**Priority #4**

**IC 4200300 FULL RESTORATION OF BUDGET REDUCTIONS**

Fund: General Revenue

FTE: 12.40

Salary Rate = \$496,185

Salaries & Benefits = \$793,654

Operations = \$177,035

Other Personal Services = \$244

Salary Incentive Payments = \$110

This agency has experienced a 15.13% total reduction in General Revenue funding over the past years. This issue is to request full restoration of General Revenue budget categories affected.

**Priority #5**

**IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY**

Fund: General Revenue

Salary Rate = \$309,369

Salaries & Benefits = \$355,836

This issue requests additional funding for an increase of 5% in the salaries of State Attorney Investigators (based on the June 30, 2014 rate of pay) along with the appropriate fringe benefits of FICA and Retirement.

**Priority #6**

**IC 2401000 REPLACEMENT EQUIPMENT**

Fund: General Revenue

Operations = \$38,255

To replace furniture and equipment that is no longer cost effective to the State.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**State Attorney, Twentieth Judicial Circuit**

**Reserved for FPAA Top Priority**

**Priority #1**

**IC 4201550**

**EQUITY FUNDING TO RELIEVE BASE BUDGET INEQUITIES**

Fund: General Revenue

FTE: 27.0

Salary Rate = \$955,219

Salaries & Benefits = \$1,532,798

**Priority #2**

Based off of the Florida Prosecuting Attorney's Association's current formula, there is a funding differential within General Revenue from the funding factors of population and workload compared to current funding levels.

**Priority #3**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: State Attorney Revenue Trust Fund

Amount: \$60,000

Being the largest geographic circuit in the state of Florida, transportation is key to completing our prosecution function. By June 30, 2016 our agency will have 3 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 36230C0**

**ELECTRONIC CASE MANAGEMENT**

Fund: General Revenue

Operations = \$341,890

Replacement of our current document management system is necessary to meet statutorily mandated filing requirements.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

Listed below are the Public Defender Trial and Appeals Legislative Budget Priorities for Fiscal Year 2015-2016 as adopted by the Florida Public Defender Association's Board of Directors on September 4, 2014.

**Public Defender Trial Legislative Budget Request Priority Issues for FY 2015-16**

**Priority #1**

**Circuit Specific Priority Issues (see individual circuit responses)**

**Workload Issues Total:**

**FTE: 90.00**

**Salary Rate: 5,247,654**

**General Revenue: \$9,100,788, Non-recurring = \$381,070**

**Trust Funds: \$139,342, Non-recurring = \$16,000**

**All Funds Total: \$9,240,130, Non-recurring = \$397,070**

**Priority #2**

**Issue Code: 4201A20**

**Issue Title: Public Defender Support Staff Salary Adjustment**

**General Revenue – Salaries and Benefits = Amount to be determined**

**Priority #3**

**Issue Code: 5300200**

**Issue Title: Due Process Costs for Public Defenders**

**General Revenue – Public Defender Due Process Costs = \$1.7 Million**

**Priority #4**

**Issue Code: 3800400**

**Issue Title: Brady Training Recommended by the Innocence Commission**

**General Revenue – Public Defender Operations = \$32,500 Non-recurring**

**Public Defender Appeals Legislative Budget Request Priority Issues for FY 2015-16**

**Priority #1**

**Issue Code: 3001310**

**Issue Title: Public Defender Appellate Workload**

**FTE: 63.00**

**Salary Rate: 2,472,434**

**General Revenue – Salaries and Benefits = \$3,337,533**

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender Appeals Legislative Budget Request Priority Issues for FY 2015-16  
(Continued)**

**Priority #2**

**Issue Code: 4201A20  
Issue Title: Public Defender Support Staff Salary Adjustment  
General Revenue – Salaries and Benefits = Amount to be determined**

**Priority #3**

**Issue Code: 5300200  
Issue Title: Due Process Costs for Public Defenders  
General Revenue – Public Defender Due Process Costs = \$1.7 Million**

**Issue Code: 4201650  
Issue Title: Resources Needed for Printing Records on Appeal  
FTE: 0  
Salary Rate: 0  
General Revenue – Salaries and Benefits = \$30,639  
General Revenue – Other Personal Services = \$31,276  
General Revenue – Public Defender Operations = \$3,426, Non-recurring = \$2,392  
General Revenue – Total Issue = \$65,341, Non-recurring = \$2,392**

**Priority #4**

**Circuit Specific Priority Issues (see individual circuit responses)**

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**Individual Circuit Responses:**

**Priority #1**

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

**Issue Code: 2401500  
Issue Title: Replacement Equipment – Motor Vehicles  
Indigent Criminal Defense Trust Fund – Acq, of Motor Vehicles = \$21,720, Non-recurring**

The Public Defender, First Judicial Circuit is requesting replacement of motor vehicle that will meet the criteria for maximum mileage by January 31, 2015.

**Priority #2**

**Issue Code: 36224C0  
Issue Title: County Agreement for Information Technology Personnel Services  
Grants and Donations Trust Fund - Salaries and Benefits = \$7,484**

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, 1<sup>st</sup> Judicial Circuit (continued)**

**Priority #2**

The Public Defender, First Judicial Circuit is requesting additional budget authority in the Grants and Donations Trust Fund, Salaries and Benefits category to meet the payroll reimbursements from Escambia, Okaloosa, Santa Rosa and Walton Counties for IT personnel.

**Priority #3**

**Issue Code: 3001365**

**Issue Title: Operations Support for Public Defenders**

**FTE: 6.00**

**Salary Rate: 286,400**

**General Revenue – Salaries and Benefits = \$443,687**

**General Revenue – Operating Expenditures = \$27,870, Non-recurring = \$16,548**

**General Revenue – Total Issue = \$471,557, Non-recurring = \$16,548**

The Public Defender, First Circuit is requesting funding for 6.00 attorney positions to support the workload demands in felony and misdemeanor courts in order to reduce the number of cases per attorney which currently are more than double the Florida Public Defender Association standards.

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**Public Defender, Second Judicial Circuit – Trials and Appeals**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Priority #1**

**Public Defender, Third Judicial Circuit**

**Issue Code: 2401500**

**Issue Title: Replacement of Motor Vehicles**

**Indigent Criminal Defense Trust Fund – Acq of Motor Vehicles = \$19,000 Non-recurring**

The Public Defender in the Third Judicial Circuit is requesting budget authority within the Indigent Criminal Defense Trust Fund to replace one of the current motor vehicles in use by the circuit. The replacement of this vehicle will be in accordance with the replacement criteria set forth in the State of Florida Department of Management Services rules and regulations (Standard #4).



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Third Judicial Circuit (continued)**

**Priority #2**

**Issue Code: 36301C0**

**Issue Title: Supreme Court Mandate SC11-399 for Electronic Filing**

**Indigent Criminal Defense Trust Fund – Other Personal Services = \$33,587**

**Indigent Criminal Defense Trust Fund – PDefender Operations = \$16,000, Non-recurring**

**Indigent Criminal Defense Trust Fund – Total Issue = \$49,587, Non-recurring = \$16,000**

Additional Other Personal Services (OPS) is needed to continue compliance with the mandated electronic criminal filings. OPS employees are a cost savings to the taxpayers of the State of Florida. The OPS employees will be used for scanning documents from the seven (7) counties of the Third Judicial Circuit [(3 OPS x 20 hours/weeks = 60 hours) (@ \$10.00 = \$600/week) (x 52 weeks = \$31,200) (+ 7.65% FICA = \$2,387)] = \$33,587].

The transition to E-filing requires additional computer equipment to replace paper copies of discovery and other documents. Pursuant to Chapter 27.54 (4), the Legislature has authorized the Public Defender to use state funds to purchase information technology. Operating expenditures for the purchase of twelve (12) wireless laser printers (12 x \$500 = \$6,000) for use by the Assistant Public Defenders in each courtroom of the circuit and for the purchase of ten (10) Surface computer tablets (10 x \$1000 = \$10,000) for use by the Assistant Public Defenders in court for a total of \$16,000.

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**Priority #1**

**Public Defender, Fourth Judicial Circuit**

**Issue Code: 3000310**

**Issue Title: Implementation of Juvenile Direct File**

**FTE: 3.00**

**Salary Rate: 94,156**

**General Revenue – Salaries and Benefits = \$149,342**

**General Revenue – Public Defender Operations = \$12,016, Non-recurring = \$7,908**

**General Revenue – Total Issue = \$161,358, Non-recurring = \$7,908**

The Public Defender's Office, 4th Circuit is requesting funding to staff a new Juvenile Direct File Unit targeting juveniles most at risk for being prosecuted as adults. In the past 5 years, 431 children have been direct filed in the 4th Circuit. In the Fourth Circuit, 98% of the children that get transferred to adult court get adult sanctions. Currently the Fourth Circuit leads the state in the percentage of children that the court sentences to adult jail or adult prison after a direct file conviction. Although the direct file numbers statewide have recently decreased, the 4th circuit has a disproportionate amount of juvenile residential commitments. In many cases, just the threat of direct file leads the juvenile to plead guilty to a residential commitment. The moderate

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Fourth Judicial Circuit (continued)**

**Priority #1**

risk commitments (renamed non-secure commitments 7/1/14) for the 4th Circuit are 54% above the state average, high risk commitments are three times the state average, and maximum risk commitments are three and a half times the state average. This is despite a national study showing that adult prosecution leads to increased recidivism, young people have greater capacity for rehabilitation, and the transfer of juveniles is not correlated with falling youth violence. With this data in mind, the Public Defender's Office, 4th Circuit has designed a specific unit to address the most serious juvenile cases. An experienced felony attorney with specialized knowledge and a Mitigation Specialist will be assigned at the time of arrest and would represent the juvenile through the court system, from juvenile court through the direct file process into adult court. In doing so, more children would remain in juvenile court and commitment levels in juvenile court would diminish with regard to the restrictiveness level. Ultimately representation at the adult level would be improved with the resources remaining with the juvenile from the inception of the case.

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) Mitigation Specialist provide mitigation services for the most serious juvenile cases, and one (1) Legal Assistant to support this specialized unit. The salary requested for the Assistant Public Defender (\$45,000) is required to hire an attorney with the experience level required. Salaries for the Mitigation Specialist and Legal Assistant are requested at the default minimum for the pay grade. Public Defender Operating Expenditures Budget of \$11,857 and \$ 7,789 in non-recurring is requested to establish the positions as per Modified Standard # 3.

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: 3004600**

**Issue Title: Veterans Court Services Division**

**FTE: 3.00**

**Salary Rate: 96,902**

**General Revenue – Salaries and Benefits = \$152,501**

**General Revenue – Public Defender Operations = \$12,016, Non-recurring = \$7,908**

**General Revenue – Total Issue = \$164,517, Non-recurring = \$7,908**

With the fastest growing veteran's demographic in the State of Florida, the Public Defender's Office, 4th Circuit has targeted the incarcerated veteran population of Duval County with the implementation of Veteran's Court. Duval County incarcerates approximately 150 veterans per

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Fourth Judicial Circuit (continued)**

**Priority #2**

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 coalition 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. These clients require long-term case management, with a 15 month average for final case resolution. Expanding Federal support, such as the recently funded Veteran's Outreach Coordinator who serves as a jail liaison to the PD-appointed clients, has actually increased the demand for coordination of services from this office. Effective October 1, 2013, the Veteran's Court program expanded into Clay County, requiring additional coordination with county, federal, and local resources to provide services. In the new Fiscal Year, with a new partnership consisting of the Courts and State Attorney's Office, the Veteran's Court program intends to expand services into Nassau County. On average, about 10% of the jail population is veterans. Since the Public Defender's Office partnership with US Dept of Veterans Affairs, over 350 justice-affected veterans have become vested in the VA Healthcare system. Currently 200 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 County, this will assist in alleviating overcrowding at the county jails and is anticipated to do the same in Nassau County.

By diverting resources for the past two years, the Public Defender's Office has minimally staffed the Veteran's Court Program in Duval and Clay Counties. These resources have now reached capacity and 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) Paralegal. The salary requested for the Assistant Public Defender (\$45,000) is required to hire an attorney with the experience level required. Salaries for the Investigator and Legal Assistant are requested at the default minimum for the pay grade. Public Defender Operating Expenditures Budget of \$11,857 and \$ 7,789 in non-recurring is requested to establish the positions as per Modified Standard # 3.

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.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Fourth Judicial Circuit (continued)**

**Priority #3**

**Issue Code: 3000540**

**Issue Title: Legal Assistance - Mental Health Care/Baker Act**

**General Revenue – Salaries and Benefits = \$57,956**

**General Revenue – Public Defender Operations = \$4,645, Non-recurring = \$2,758**

**General Revenue – Total Issue = \$62,601, Non-recurring = \$2,758**

Over the past four years, the Office of the Public Defender, 4th Judicial Circuit has experienced a 78% increase in Mental Health (Baker Act) cases. During the current Fiscal year alone, the office anticipates a 24% increase over FY 2013-14. While the cause for this is generally unknown, recent developments in mental health law coupled with increased awareness that mental health issues relate to all facets of criminal defense (i.e. gun crimes, sex crimes, homicides, etc.) warrant additional human resources dedicated to this division. To ensure consistency, each case requires a comprehensive and single dedicated attorney dedicated to this division to track each mental health client and their many mental health providers through the judicial system. From visits to clients in the facilities to court appearances, this division is labor-intensive. Currently, the 4th Circuit staffs this Division with one attorney who handles not only Baker Acts but also the Sexually Violent Predator (Jimmy Ryce) cases. Both areas have grown to the point that the Circuit requires a full time attorney for each.

The Public Defender's Office is requesting funding to fill one (1) existing vacant position with an experienced attorney to fully staff this program and operational funds for start-up equipment for this attorney. The salary requested (\$45,000) is required to hire an attorney with the experience level required. Senior Management benefits are requested. Public Defender Operating Expenditures Budget of \$4,645 and \$ 2,758 in non-recurring is requested to establish the positions as per Modified Standard # 3. The Public Defender's Office is not requesting additional rate for this position.

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 #4**

**Issue Code: 2401500**

**Issue Title: Replacement of Motor Vehicles**

**General Revenue – Acquisition of Motor Vehicles = \$24,000, Non-recurring**

The Public Defender's Office, Fourth Judicial Circuit requests funding to purchase one vehicle to replace a vehicle damaged in an accident on August 13, 2014. The vehicle's mileage at the time of the accident was 95,353. Due to the high mileage, age of the vehicle, and estimated repair cost, the vehicle was totaled in this accident. The Public Defender's Office was unable to replace it during Fiscal Year 13/14 due to a shortage of funds. Since the Fourth Judicial Circuit serves a three-county area, reliable vehicles are needed for investigation of cases as well as pool cars for

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Fourth Judicial Circuit (continued)**

**Priority #4**

attorneys to visit outlying detention facilities. Operating without this vehicle has been a hardship on the Public Defender's Office.

Vehicle to be replaced is as follows:

<u>Year</u>	<u>Make/Model</u>	<u>Identification Number</u>
2007	Ford Taurus	1FAHP53U57A121627

The Public Defender's Office is requesting one (1) full sized sedan @ \$24,000.

**Priority #5**

**Issue Code: 4200200**

**Issue Title: Adjustment to Increase Base Budget for Existing Other Personal Services  
Positions who qualify for State Health Insurance Benefits  
General Revenue – Other Personal Services = \$30,338**

The Office of the Public Defender requests an adjustment to increase the base budget for two (2) existing Other Personal Services employees who are anticipated to qualify for State Health Insurance Benefits. Both employees are anticipated to work an average of 30 hours per week and request family health care coverage for themselves and their family members.

The Office of the Public Defender is requesting an increase in base budget in the current amount of 12 months @ \$1264.06 x 2 employees = \$30,337.44 as well as any anticipated increase in the cost of health coverage as determined by the contract.

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**Public Defender, Fifth Judicial Circuit**

Agency Fiscal Year 2015-16 budget issue priorities #1 - #4 are as per the Florida Public Defender Association, Inc.

**Priority #5**

**Issue Code: 2402400**

**Issue Title: Additional Equipment – Motor Vehicles  
Indigent Criminal Defense Trust Fund – Acq. of Motor Vehicles = \$46,000 Non-recurring**

The Public Defender Office, Fifth (5th) Judicial Circuit is requesting budget authority for the purchase of two (2) additional state vehicles: One (1) for the Executive Chief Assistant Public Defender and one (1) for pool use in Lake and Sumter counties. The management and supervisory duties associated with the Executive Assistant Public Defender position requires frequent travel throughout the Fifth Judicial Circuit, a large geographical area containing five (5)

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Fifth Judicial Circuit (continued)**

**Priority # 5**

county office locations. Travel reimbursement for the use of personal vehicles to perform these assigned duties result in an excessive expenditure of state funds. The addition of state vehicles would be a net cost savings to the State and would enhance office efficiency and client representation.

Due to our need for witness transportation, multi-employee transport (with luggage) to Continuing Legal Education (CLE) programs, and a need to transport furniture and equipment between various office locations, this agency is requesting non-recurring funding authority for one (1) 2014 Ford Taurus 4 door Sedan SEL at state contract pricing of \$23,000 and one (1) 2014 Jeep Cherokee FWD 4 door Latitude at a state contract pricing of \$23,000 for a total vehicle request of \$46,000 from Indigent Criminal Defense Trust Fund (ICDTF) funding source.

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**Public Defender, Sixth Judicial Circuit**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Priority #1**

**Public Defender, Seventh Judicial Circuit**

**Issue Code: 3000590**

**Issue Title: Early Case Resolution Division**

**FTE: 5.00**

**Salary Rate: 199,156**

**General Revenue – Salaries and Benefits = \$309,519**

**General Revenue – Operating Expenditures = \$21,306, Non-recurring = \$13,424**

**General Revenue – Total Issue = \$330,825, Non-recurring = \$13,424**

The Public Defender, Seventh Judicial Circuit is requesting additional positions and funding to represent clients in an Early Case Resolution Program in Volusia County as a cost savings measure to expedite cases, thereby reducing caseloads, and to alleviate county jail overcrowding. Personnel screen cases at first appearance or in the early stages of the trial process for early resolution/disposition. Early resolution/disposition has also been demonstrated to significantly reduce the expenditures of due process costs at the trial level.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Seventh Judicial Circuit (continued)**

**Priority #2**

**Issue Code: 3004600**

**Issue Title: Veterans Court Services Division**

**FTE: 2.00**

**Salary Rate: 85,000**

**General Revenue - Salaries and Benefits = \$128,314**

**General Revenue – Operating Expenditures = \$8,590, Non-recurring = \$5,516**

**General Revenue – Total Issue = \$136,904, Non-recurring = \$5,516**

The Public Defender, Seventh Judicial Circuit is requesting additional positions and funding to accommodate the quickly expanding special docket and diversion program available to veterans located in the east and west sides of Volusia County. Newly established pre-booking and post-booking programs seek to assist veterans, many of whom exhibit PTSD (post traumatic stress disorder), TBI (traumatic brain injury), and numerous substance abuse and mental health disorders. Many veterans being served in our diversion program are homeless. Coordination of services for these citizens is critical for their success and treatment and requires the cooperation of the Public Defender's Office, State Attorney's Office, Veterans Administration, Pre-Trial Services, Court Administration and existing community partners. Veteran's Court is likely to expand due to the high number of veterans returning from active duty combat. Expanded use of the program is vital to protecting public safety and ensuring the success of the program.

**Priority #3**

**Issue Code: 4201A20**

**Issue Title: Public Defender Support Staff Salary Adjustment**

**General Revenue – Salaries and Benefits = To be determined**

If the Governor and the Legislature should fund pay increases for any entities in the judicial branch in Fiscal Year 2015-16, the Public Defenders request that their offices be considered for equivalent pay raises for their staff. The Courts' staff and Public Defender and State Attorney legal staff received salary adjustments for retention in FY2014-15, but not all staff members were included. The Courts will be requesting a second phase of salary adjustments and the Public Defenders also need additional adjustments to retain staff and reward and support staff members who handle large workloads. If the Courts receive adjustments but the other entities do not, personnel will be lost to the courts, causing disruptions and delays in service. Therefore, as an entity which is necessary to the efficient functioning of Florida's criminal justice system, the Public Defenders request competitive pay raises for our employees, at a level to be determined in collaboration with other court partners, the Governor and the Legislature.

Note: A placeholder of \$1 has been added to allow the issue narrative to display.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2015-2016**

**Public Defender, Seventh Judicial Circuit (continued)**

**Priority #4**

**Issue Code: 5300200**

**Issue Title: Due Process Costs for Public Defenders**

**General Revenue – Public Defender Due Process Cost = \$1,700,000**

Due to rising costs over the last two fiscal years, an increase in General Revenue funding is requested for the Public Defender Due Process costs appropriation category for Fiscal Year 2015-16. The Justice Administrative Commission (JAC) is projecting a need for \$1.7 million to adequately fund this due process category starting in FY2015-16. The Public Defender offices statewide provide legal defense for indigent defendants who cannot afford to hire private legal counsel. Effective criminal defense representation requires Public Defenders to incur due process costs to pay for services and documents such as mental health evaluations, and expert testimony, criminal and mitigation investigations, records (mental health, school, medical, etc.), transcripts of depositions and court hearings, legal research and so forth.

In FY2012-13, spending increased by \$913,151 or 4.89% from the previous fiscal year; and in FY2013-14 expenditures increased by \$1,264,844 or 6.77% compared to FY2011-12. Expert testimony costs have increased significantly over the last four years with the number of payments increasing by 35.54% from 968 in FY2010-11 to 1,312 in FY2013-14. Expert witness expenditures increased by 65.14% from \$732,957 to \$1,210,427 for the same time period.

**Priority #5**

**Issue Code: 3800400**

**Issue Title: Brady Training Recommended by the Innocence Commission**

**General Revenue – Public Defender Operations = \$32,500 Non-recurring**

The Florida Innocence Commission recommended in its 2012 final report to the Supreme Court of Florida that the Legislature fund the Florida Prosecuting Attorneys Association, the Florida Public Defender Association, the Department of Legal Affairs and the Office of Criminal Conflict and Civil Regional Counsel to set up a series of on-line training courses dealing with professional and procedural obligations to be made available to all government attorneys practicing criminal law. The Commission further approved a resolution to have the Florida Prosecuting Attorneys Association and the Florida Public Defender Association work together to develop a course to meet the two-hour Brady and discovery training requirement. Violations of discovery rules, especially Brady, and other matters of professional responsibility are leading issues in post-conviction proceedings and have resulted in wrongful convictions, reversals, and exonerations. Wrongful convictions carry with them a high price to the wrongfully convicted, to the criminal justice system and to public safety and confidence. The Public Defenders are requesting \$32,500 in non-recurring General Revenue funds to design, develop, and provide in-



**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Seventh Judicial Circuit (continued)**

**Priority #5**

person and case/scenario-specific training for assistant public defenders in both the trial and appellate divisions with regard to discovery procedures and professional obligations in death penalty and other criminal cases.

**Public Defender, Seventh Judicial Circuit - Appeals**

Agency Fiscal Year 2015-16 budget issue priorities #1 - #2 are as per the Florida Public Defender Association, Inc.

**Priority #3**

**Issue Code: 3001970**

**Issue Title: Capital Qualified Attorneys**

**FTE: 1.50**

**Salary Rate: 105,000**

**General Revenue – Salaries and Benefits = \$150,558**

**General Revenue – Public Defender Operations = \$8,071, Non-recurring = \$5,150**

**General Revenue - Total Issue = \$158,629, Non-recurring = \$5,150**

The Public Defender, 7th Circuit Appellate Office reported 5 new capital appeals during fiscal year 2013-2014. This Agency currently has 9 open capital appeal cases. We have been notified to expect 5 new capital cases within the next 3 months. This Agency currently has three capital qualified attorneys, all of which have active capital cases assigned to them. One of these attorneys will be retiring during fiscal year 2015-2016. We are in the process of obtaining the necessary qualifications to have an existing employee capital qualified. The increase in the number of new capital cases anticipated will place an extraordinary, excessive workload on current capital qualified attorneys, and therefore requires us to hire a full time additional capital qualified attorney.

This Agency is seeking funding for 1.00 capital qualified attorney at the salary rate of \$85,000 plus benefits. The salary request is commensurate with the level of expertise required for capital qualified attorneys as set forth in Rule 3.112, Florida Rules of Criminal Procedure, Minimum Standards for Attorneys in Capital Cases. It is imperative that we employ in-house attorneys for the staffing of our Appellate Office. The knowledge, guidance, experience and mentoring that they provide and share with other Appellate employees is invaluable and is an integral component of this Agency's Appellate Office.

Additionally, .50 Full Time Equivalent (FTE) of an experienced legal assistant at the salary rate of \$20,000 plus benefits is requested to assist in the expansion of the capital division. Operating expenditures budget of \$8,071 in recurring funds and \$5,150 in non-recurring funds is requested for these positions per Modified - Standard #3.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**Public Defender, Eighth Judicial Circuit**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Priority #1**

**Public Defender, Ninth Judicial Circuit**

**Issue Code: 3001970**

**Issue Title: Capital Qualified Attorneys**

**FTE: 4.00**

**Salary Rate: 300,000**

**General Revenue – Salaries and Benefits = \$436,302**

**General Revenue – Public Defender Operations = \$18,580, Non-recurring = \$11,032**

**General Revenue – Total Issue = \$454,882, Non-recurring = \$11,032**

The Ninth Circuit no longer has a death penalty certified attorney on staff, other than the Public Defender. This circuit had 41 capital murder cases in 2013 and 37 capital murder cases in 2012. The attorneys that have handled these cases in the past have retired or have taken much higher paying positions with other agencies. If we cannot hire, train and keep certified attorneys, these cases will go to the Regional Council and private attorneys at a much greater cost to the taxpayers.

**Priority #2**

**Issue Code: 3001060**

**Issue Title: Staffing Adjustments for Workload and Increased Judgeships**

**FTE: 7.00**

**Salary Rate: 355,000**

**General Revenue – Salaries and Benefits = \$532,321**

**General Revenue – Public Defender Operations = \$30,077, Non-recurring = \$18,574**

**General Revenue – Total Issue = \$562,398, Non-recurring = \$18,574**

The Florida Supreme Court has certified the need for one additional circuit court judge and one additional county court judge in this circuit. To staff the circuit court will require a minimum of three (3) Assistant Public Defenders and one (1) Legal Assistant. To staff the new county will require a minimum of two (2) Assistant Public Defenders and one (1) Legal Assistant. Funding this issue represents the minimum staffing needs and salary requirements for supporting these new judicial positions.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Ninth Judicial Circuit (continued)**

**Priority #3**

**Issue Code: 3004600**

**Issue Title: Veterans Court Services Division**

**FTE: 3.00**

**Salary Rate: 149,000**

**General Revenue – Salaries and Benefits = \$223,219**

**General Revenue – Public Defender Operations = \$12,716, Non-recurring \$7,908**

**General Revenue – Total Issue = \$235,935, Non-recurring = \$7,908**

The Legislature has recognized the need for a dedicated court to deal with the unique situation arising from defendants who are veterans with PTSD (Post Traumatic Stress Disorder) or TBI (Traumatic Brain Injury) or suffer from mental health disorder. To staff this new circuit court will require a minimum of two (2) Assistant Public Defenders and one (1) Legal Assistant. Funding this issue represents the minimum staffing needs and salary requirements for supporting the veteran's court.

**Priority #4**

**Issue Code: 4205710**

**Issue Title: Partial Restoration of Funds Due to Previous Years Reductions**

**General Revenue – Salaries and Benefits = \$250,000, Non-recurring**

The Ninth Circuit has an annual shortfall of approximately \$111,000 in reaching the level of collections within the Public Defender Revenue Trust Fund to match the cuts taken in General Revenue in previous years. In this request, the Public Defender's Office is asking for non-recurring General Revenue in Salaries and Benefits to cover the shortfall for the next two and a half years. This non-recurring appropriation would possibly cover the shortfall long enough for the economy to recover and the trust fund to meet the goal.

**Priority #5**

**Issue Code: 2401500**

**Issue Title: Replacement of Motor Vehicles**

**General Revenue – Acquisition of Motor Vehicles - \$66,000, Non-recurring**

**Indigent Criminal Defense Trust Fund – Acq / Motor Vehicles - \$66,000, Non-recurring**

This issue requests non-recurring General Revenue dollars and authority to purchase three (3) replacement motor vehicles. This office has 3 vehicles that will have been in service for over 14 years by the time these replacements can arrive.

If funding in General Revenue is not possible, we would ask that this issue be funded with non-recurring Indigent criminal Defense Trust Fund budget authority. Over 160 attorneys and investigators depend on access to these motor vehicles to get their work done.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Tenth Judicial Circuit – Trials and Appeals**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Eleventh Judicial Circuit - Trials**

Agency Fiscal Year 2015-16 budget issue priorities #1 – #4 are as per the Florida Public Defender Association, Inc.

**Priority #5**

**Issue Code: 3009010**

**Issue Title: United States Supreme Court Padilla Constitutional Mandate**

**FTE: 2.00**

**Salary Rate: 100,000**

**General Revenue – Salaries and Benefits = \$153,736**

**General Revenue – Public Defender Operations = \$9,290, Non-operating = \$5,516**

**General Revenue – Total Issue = \$163,026, Non-recurring = \$5,516**

Funding is requested for workload associated with additional responsibilities placed on criminal defense attorneys as a result of the United States Supreme Court decision in Padilla v. Kentucky, 130 S. Ct. 1473 (2010).

**Priority #6**

**Issue Code: 4300100**

**Issue Title: Excess Trust Fund Authority**

**Grants and Donations Trust Fund – Salaries and Benefits = -\$21,165**

Request to decrease trust fund budget authority to the maximum amounts reimbursable under the contracts with Miami Dade.

**Public Defender, Eleventh Judicial Circuit - Appeals**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Twelfth Judicial Circuit**

Agency Fiscal Year 2015-16 budget issue priorities #1 - #4 are as per the Florida Public Defender Association, Inc.

**Priority #5**

**Issue Code: 3005170**  
**Issue Title: Forensic Social Service Counsel**  
**FTE: 0**  
**Salary Rate: 54,000**  
**General Revenue - Salaries and Benefits = \$62,111**

As a part of the statutory duty, the Public Defender's Office in the 12th Circuit has an obligation to present the best possible defense to each and every client. In our jurisdiction, we have seen an increase in mental health and insanity cases as well as an increase in elder clients with dementia and severe health issues. Our office is asking for an experienced Forensic Counselor with a medical background to work closely with the lawyers for the following duties: 1) Devise appropriate treatment as alternatives to incarcerations and make referrals to community agencies 2) review medical histories as provided to ensure incarcerated clients are receiving adequate care 3) assess treatment options and recommendations for our client 4) provide psychological histories, diagnostic and/or competency impressions and make referrals for crisis counseling and 5) interpret medical records from experts, hospitals or doctors to help assist the attorney in the best treatment or outcome for their client. This type of information is necessary not only to provide adequate defenses, but also to comply with recent rulings regarding the handling of incompetent clients.

**Priority #6**

**Issue Code: 3001290**  
**Issue Title: Recidivism Prevention Unit**  
**FTE: 0**  
**Salary Rate: 42,000**  
**General Revenue – Salaries and Benefits = \$48,308**

The Public Defender's Office in the 12th Circuit is asking for a Disposition Specialist that can help assist the attorneys with mental illness, substance abuse (alcohol and drug) and homeless issues who are arrested or incarcerated to provide them with proper treatment and care. This person will assist and recommend jail diversions programs, supportive housing, case management assistance, employment and education/community programs. This person would be a liaison between our office and other agencies in social services and diversion programs in our community. This is a recommendation of the Criminal Justice Committee in Sarasota County and consists of the Public Defender, State Attorney, Chief Judge, Chief Correctional Office, the Sheriff, State Probation, County Commissioner, Director of County Probation and Pretrial

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Twelfth Judicial Circuit (continued)**

**Priority #6**

Intervention, Director of Local Substance Abuse Treatment Program, Representative from a Community Group with Offenders Victims, Clerk of Court and Representative from Sarasota County Health Department. A large number of these clients are incarcerated for committing minor and non-violent crimes due to their mental illness, substance/drug abuse or for being homeless. Sarasota County Jail on the average spends \$70 per day to house them. With the help of diversions programs, we could be saving money and getting these individuals the proper treatment they need, at \$27 per day, to get on their feet and less likely to commit these crimes. This would also be a cost savings not only to the jail, but to the State Attorney, Public Defender and the Court system who repeatedly process the same people over and over due to their lack of treatment or programs that can assist them in the right direction.

**Priority #7**

**Issue Code: 3001060**

**Issue Title: Staffing Adjustments for Workload and Increased Judgeships**

**FTE: 0**

**Salary Rate: 196,584**

**General Revenue – Salaries and Benefits = \$247,639**

**General Revenue – Public Defender Operations = \$25,432, Non-recurring = \$15,816**

**General Revenue – Total Issue = \$273,071, Non-recurring = \$15,816**

The Chief Judge and Court Administration are requesting two (2) additional Criminal Divisions for FY 15-16. This is the result of judges on the civil bench being assigned to the new divisions. The actual number of additional personnel needed to staff these divisions is (2) Assistant Public Defender (APD) in Sarasota County and (1) Legal Assistant and (2) APD in Manatee County and (1) Legal Assistant. The Public Defender in the 12th Judicial Circuit is requesting dollars and rate to properly staff and handle the workload generated from these new divisions. Operating Expenditures are requested per Standard Issue #3, modified for Public Defenders.

**Priority #8**

**Issue Code: 3000560**

**Issue Title: Jimmy Ryce Civil Commitment**

**General Revenue – Public Defender Operations = \$18,000**

Our office has a statutory duty to defend clients charged as sexually violent predators under the law commonly referred to as the Jimmy Ryce Act. Jimmy Ryce is an extremely specialized area of the law requiring dedicated and experienced counsel. Jeanie Cohen, Esq. of Cohen and DePaul, PA is experienced in this area and has handled many Jimmy Ryce cases for private law firms as well as other Public Defenders in Florida. The Public Defender's Office, 12th Circuit has a contract with Jeanie Cohen's Office to handle our Jimmy Ryce clients and the fees for this service are listed below: 1) an initial fee of \$5,000 due and payable upon filing of a Notice of

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Twelfth Judicial Circuit (continued)**

**Priority #8**

Appearance 2) an additional fee of \$2,500 if the case proceeds to jury trial 3) cases which need to be retried due to verdicts which results in a mistrial will be subject to an additional \$1,500 for each trial and 4) an annual fee of \$500 for annual reviews required by statute. This service costs our office about \$18,000 a year from our General Revenue budget. We are requesting this amount to cover these fees.

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**Public Defender, Thirteenth Judicial Circuit**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Fourteenth Judicial Circuit**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Priority #1**

**Public Defender, Fifteenth Judicial Circuit**

**Issue Code: 3000540**

**Issue Title: Legal Assistance – Mental Health Care/Baker Act**

**FTE: 1.00**

**Salary Rate: 38,000**

**General Revenue – Salaries and Benefits = \$54,896**

**General Revenue – Public Defender Operations = \$3,945, Non-recurring = \$2,758**

**General Revenue – Total Issue = \$58,841, Non-recurring = \$2,758**

This issue will provide the funding needed for a Disposition Specialist who will be able to assist our special need clients with mental health issues. Mental health clients often need therapeutic treatment and placement to get them out of the jail or hospital and resolve the criminal case. A Disposition Specialist would help secure proper treatment and services thereby reducing hospital and incarceration costs as well as court time and costs.

**Priority #2**

**Issue Code: 2401500**

**Issue Title: Replacement of Motor Vehicles**

**Indigent Criminal Defense Trust Fund – Acq. of Motor Vehicles = \$75,000, Non-recurring**

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Fifteenth Judicial Circuit (continued)**

**Priority #2**

This issue will provide the funding for replacement of vehicles that are older, have high mileage and high maintenance costs. Our staff needs vehicles that are safe and reliable in order to complete their job functions of providing high quality representation to our clients. This issue also involves employee and public safety.

**Priority #3**

**Issue Code: 3800280**

**Issue Title: Florida Bar Training Requirements for New Assistant Public Defenders  
General Revenue – Public Defender Operations = \$2,100**

This issue will provide the needed funds to meet the Florida Bar rule that all newly sworn Assistant Public Defenders complete the Florida Bar's Practicing with Professionalism training within their first year. In order to provide our clients with high quality representation our attorneys need to complete this training to practice law within Florida.

**Public Defender, Fifteenth Judicial Circuit - Appeals**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Sixteenth Judicial Circuit**

Agency Fiscal Year 2015-16 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Priority #1**

**Public Defender, Seventeenth Judicial Circuit**

**Issue Code: 5000400**

**Issue Title: Crossover Program Funding**

**FTE: 6.00**

**Salary Rate: 324,000**

**General Revenue – Salaries and Benefits = \$492,128**

**General Revenue – Public Defender Operations = \$31,296, Non-recurring = \$18,940**

**General Revenue – Total Issue = \$523,424, Non-recurring = \$18,940**

The Office of the Public Defender, Seventeenth Judicial Circuit is requesting funding in order to staff the "Crossover Program". This program has proven to lower delinquency recidivism among



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Seventeenth Judicial Circuit (continued)**

**Priority #1**

clients, and the consistency of representation creates a strong attorney-client relationship. There is a push in our circuit for a unified family court and this program is in alignment with that issue. This issue is to address the increase in workload and to request funding for six (6) Assistant Public Defenders (APD's) and one Support Staff. Operating Expenditures are requested to establish these positions as per Standard #3, modified for Public Defenders

**Priority #2**

**Issue Code: 3000590**

**Issue Title: Early Case Resolution Division**

**FTE: 5.00**

**Salary Rate: 200,000**

**General Revenue – Salaries and Benefits = \$308,420**

**General Revenue – Public Defender Operations = \$21,306, Non-recurring = \$13,424**

The Public Defender has implemented an Early Case Resolution Program in Broward County as a cost savings measure, to expedite cases and alleviate overcrowding at the county jail. The division personnel will investigate whether a case can be resolved at the very earliest stages of the trial process. Early disposition will ease pressure on the state court system and reduce overall due process costs for this circuit. This division would require three (3) experienced felony attorneys, one legal assistant and one investigator position. The salary rate requested for the Assistant Public Defenders (3 @ 45,000 each) will be required to hire attorneys at the level of experience needed. Salaries for the investigator and legal assistant positions are requested at the \$40,000 and \$25,000 respectively. Public Defender Operating Expenditures budget of \$21,306 (\$13,424 non-recurring) is requested to establish the positions as per Standard # 3, modified for Public Defenders.

**Priority #3**

**Issue Code: 3004600**

**Issue Title: Veterans Court Services Division**

**FTE: 2.00**

**Salary Rate: 0**

**General Revenue – Salaries and Benefits = \$116,812**

**General Revenue – Public Defender Operations = \$8,071, Non-recurring = \$5,150**

The Public Defender in the Seventeenth Judicial Circuit needs two positions in order to represent indigent clients in Veteran's Treatment Court cases. This agency needs the Full Time Equivalent (FTE), and Salary and Benefit dollars in order to fill these two positions. This office has sufficient authorized rate but needs the dollars and FTE. Beginning in July 2015, this program will include a veteran's treatment court counsel in Broward County who will inform the veterans

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Seventeenth Judicial Circuit (continued)**

**Priority #3**

treatment court participant of the requirements of the drug court, preserve the rights of the client, advocate for fair and equal treatment of the client, participate in team meetings and attend non-adversarial court proceedings. This program allows veterans to participate in the 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.

**Priority #4**

**Issue Code: 3000310**

**Issue Title: Implementation of Juvenile Direct File**

**FTE: 2.00**

**Salary Rate: 0**

**General Revenue – Salaries and Benefits = \$129,695**

**General Revenue – Public Defender Operations = \$8,071, Non-recurring \$5,150**

**General Revenue – Total Issue = \$137,766, Non-recurring = \$5,150**

If a juvenile is charged with certain felony offenses, his or her case may be transferred to the adult criminal division where the juvenile will be prosecuted in the same way as adults charged with law violations. The Public Defender in the Seventeenth Judicial Circuit needs two positions in order to represent indigent clients in Juvenile Direct file cases. This agency needs the Full-Time Equivalent (FTE), and Salary and Benefits dollars in order to fill these two positions.

This office has sufficient authorized rate but needs the Salary and Benefits and FTE.

**Priority #5**

**Issue Code: 2402000**

**Issue Title: Additional Equipment**

**General Revenue – Public Defender Operations = \$332,000, Non-recurring**

The Public Defender, 17th Circuit presently has two annex offices with over 50 employees that will be moving into a new midrise space next fiscal year. This office will need to furnish the offices, common areas, reception areas and meeting/deposition rooms. Our county has provided the estimate of costs for this furniture procurement for the new midrise space. The county is requesting the furniture be uniform though-out this building for aesthetic reasons.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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FISCAL YEAR 2015-2016**

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**Priority #1**

**Public Defender, Eighteenth Judicial Circuit**

**Issue Code: 3004600**

**Issue Title: Veterans Court Services Division**

**FTE: 0**

**Salary Rate: 112,000**

**General Revenue – Salaries and Benefits = \$144,245**

**General Revenue – Public Defender Operations = \$9,290, Non-recurring = \$5,516**

**General Revenue – Total Issue = \$153,535, Non-recurring = \$5,516**

Funding is requested to fill two vacant Full Time Equivalent (FTE) Assistant Public Defenders for Veteran's Court Division in Brevard and Seminole Counties.

**Priority #2**

**Issue Code: 3004010**

**Issue Title: Mitigation Specialists Requirement Based on United States Supreme Court Ruling**

**FTE: 0**

**Salary Rate: 60,000**

**General Revenue – Salaries and Benefits = \$69,012**

**General Revenue – Public Defender Operations = \$7,890, Non-recurring = \$5,516**

**General Revenue – Total Issue = \$76,902, Non-recurring \$5,516**

Funding is requested to fill two half-time vacant positions as Mitigation Specialists in Brevard and Seminole Counties.

**Priority #3**

**Issue Code: 3005600**

**Issue Title: Staffing for Mentally Ill Jail Diversion Program**

**FTE: 0**

**Salary Rate: 70,000**

**General Revenue – Salaries and Benefits = \$90,153**

**General Revenue – Public Defender Operations = \$9,290, Non-recurring = \$5,516**

**General Revenue – Total Issue = \$99,443, Non-recurring = \$5,516**

Funding is requested to fill two half-time vacant positions as Assistant Public Defenders in Brevard and Seminole Counties.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Eighteenth Judicial Circuit**

**Priority #4**

**Issue Code: 5000600**

**Issue Title: Mandated Compliance with Supreme Court Order SC11-399-  
Implementation of Electronic Filing**

**FTE: 0**

**Salary Rate: 40,000**

**General Revenue – Salaries and Benefits = \$46,008**

**General Revenue – Public Defender Operations = \$6,852, Non-recurring = \$4,784**

**General Revenue – Total Issue = \$52,860, Non-recurring = \$4,784**

Funding is requested to fill two vacant secretarial positions located in Brevard in Seminole Counties.

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**Priority #1**

**Public Defender, Nineteenth Judicial Circuit**

**Florida Public Defender Association Workload issues as follows:**

**Issue Code: 5000600**

**Issue Title: Mandated Compliance with Supreme Court Order SC11-399-  
Implementation of Electronic Filing**

**FTE: 1.00**

**Salary Rate: 31,342**

**General Revenue – Salaries and Benefits = \$47,238**

**General Revenue – Public Defender Operations = \$3,945, Non-recurring = \$2,758**

**General Revenue – Total Issue = \$51,183, Non-recurring = \$2,758**

E-filing has created the need for additional personnel to comply with Supreme Court Order SC11-399 in order to efficiently and effectively represent the clients we serve and perform our mission to protect their constitutional rights.

**Issue Code: 5000400**

**Issue Title: Crossover Program Funding**

**FTE: 3.00**

**Salary Rate: 120,122**

**General Revenue – Salaries and Benefits = \$188,068**

**General Revenue – Public Defender Operations = \$12,716, Non-recurring = \$7,908**

**General Revenue – Total Issue = \$200,784, Non-recurring = \$7,908**

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Public Defender, Nineteenth Judicial Circuit (continued)**

**Priority #1**

Crossover Program funding will aid in lowering delinquency recidivism and prepare children to become self sufficient, productive members of society which, in turn, will reduce future caseloads in all activities.

**Issue Code: 3001970**

**Issue Title: Capital Qualified Attorneys**

**FTE: 1.00**

**Salary Rate: 60,000**

**General Revenue – Salaries and Benefits = \$89,751**

**General Revenue – Public Defender Operations = \$4,645, Non-recurring = \$2,758**

**General Revenue – Total Issue = \$94,396, Non-recurring = \$2,758**

A capital qualified attorney will aid in representing major crimes as well as mentor all attorneys in any cases as needed. This attorney will fill a big gap in experience and acumen lacking in present staffing due to high turnover.

**Issue Code: 3001990**

**Issue Title: Capital Defense Mitigation Specialist**

**FTE: 1.00**

**Salary Rate: 41,600**

**General Revenue – Salaries and Benefits = \$59,036**

**General Revenue – Public Defender Operations = \$3,945, Non-recurring = \$2,758**

**General Revenue – Total Issue = \$62,981, Non-recurring = \$2,758**

The Public Defender's Office in the Nineteenth Judicial Circuit currently has no investigators on staff. A Mitigation Specialist is needed to meet the requirements of effective counsel in capital and major crimes cases.

**Issue Code: 4200110**

**Issue Title: Volunteer Recruitment**

**FTE: 1.00**

**Salary Rate: 31,342**

**General Revenue – Salaries and Benefits = \$42,238**

**General Revenue – Public Defender Operations = \$3,426, Non-recurring = \$2,392**

**General Revenue – Total Issue = \$50,664, Non-recurring = \$2,392**

A volunteer coordinator is needed to meet the requirements of Florida Statute 110.503 and assist in managing the multitude of volunteers enlisted in the performance of all duties of this office.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Priority #1**

**Public Defender, Twentieth Judicial Circuit**

**Issue Code: 3004600**

**Issue Title: Veterans Court Services Division**

**FTE: 2.00**

**Salary Rate: 128,000**

**General Revenue – Salaries and Benefits = \$184,977**

**General Revenue – Public Defender Operations = \$13,235, Non-recurring = \$8,274**

**General Revenue – Total Issue = \$198,212, Non-recurring = \$8,274**

The Public Defender, 20<sup>th</sup> Judicial Circuit will participate in the Veterans Treatment Court to represent the fast growing Veteran population involved with the criminal justice system. Many incarcerated veterans exhibit post-traumatic stress disorder traumatic brain injury and numerous substance abuse and mental health disorders directly related to their service to our country. Many qualify for diversion programs. Beginning in 2015-16, this office will require a team of two experienced felony attorneys and one investigator to provide investigative and mitigation services for these clients. Veterans may participate in the Veteran's Administration rehabilitation program for alcohol and substance abuse and psychological programs for post-traumatic stress syndrome, bipolar disorder and schizophrenia. The completion of the programs and payment of victim restitution can be in lieu of prosecution. Otherwise, this population would be diverted to Mental Health Court or Drug Court, which are ill equipped to deal with mental health or substance abuse issues related to being in combat.

Of the three (3) positions requested, only two (2) will require additional Full Time Equivalents (FTEs); the Investigator position (Code 5662) will be filled using an existing vacancy. The Operations request of \$13,235 and \$8,274 non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

**Priority #2**

**Issue Code: 5000600**

**Issue Title: Mandated Compliance with Supreme Court Order SC11-399**

**Implementation of Electronic Filing**

**General Revenue – Other Personal Services = \$23,511**

**General Revenue – Public Defender Operations = \$6,500**

**General Revenue – Total Issue = \$30,011**

Adapting to Administrative Orders SC10-2101 and SC11-399 have required new operational processes which are very tedious and take a tremendous amount of time. Transitioning our daily operations to process documents received through e-service has been very challenging due to the

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**Public Defender, Twentieth Judicial Circuit (continued)**

**Priority #2**

fact that previously, we received discovery documents, copies of proceedings, etc., in hard copy format, but now, our support staff must scan the documents into our case management system for electronic filing purposes. In the month of August 2014, our clerical staff processed over 5,800 incoming emails/documents and printed out close to one hundred thousand pages, which we are obligated to provide to our clients in hard copy format.

**Priority #3**

**Issue Code: 3005180**

**Issue Title: Forensic Case Management Unit**

**FTE: 0**

**Salary Rate: 170,500**

**General Revenue – Salaries and Benefits = \$211,256**

**General Revenue – Public Defender Operations = \$16,661, Non-recurring = \$10,667**

**General Revenue – Total Issue = \$227,917, Non-recurring = \$10,667**

A Forensic Case Management Unit is necessary and essential to efficient and effective proactive representation of clients who have been arrested and have been diagnosed with a mental illness, developmental disability or a substance abuse problem to ensure that proper assessments and expedited competency evaluations are ordered. This unit will also conduct thorough investigations, present mitigating factors to the court and locate appropriate treatment programs for our clients.

**Priority #4**

**Issue Code: 2402000**

**Issue Title: Additional Equipment**

**General Revenue – Public Defender Operations = \$75,500 Non-recurring**

The Misdemeanor and Homicide Divisions of the Public, Twentieth Judicial Circuit, will be relocating from the 6<sup>th</sup> floor of the Justice Center in Ft. Myers to the 5<sup>th</sup> floor of the Justice Center Annex. Lee County is providing the space and will renovate the 5<sup>th</sup> floor for our occupancy, expected to be early in 2015-16. Funds needed to furnish offices, etc., are estimated at \$75,500.

**Priority #5**

**Issue Code: 2402400**

**Issue Title: Additional Motor Vehicles**

**Indigent Criminal Defense Trust Fund – Acq. of Motor Vehicles = \$18,000 Non-recurring**

The Public Defender, Twentieth is requesting budget authority for the purchase of one (1) additional state motor vehicle for our Collier County office. Last year, we postponed requesting an additional vehicle as the closing of a jail in Collier County allowed us to transfer a Collier County vehicle to another county where the need for another vehicle was urgent. However, that jail, which is an approximately 45-60 commute from our office, has been re-opened and the need

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**Public Defender, Twentieth Judicial Circuit (continued)**

**Priority #5**

for an additional vehicle has become evident. Request for an additional vehicle to increase our current fleet of eight (8) should eliminate the necessity to reimburse employees for having to use their personal vehicles. The 20<sup>th</sup> Circuit covers over 5,400 square miles, making it the largest geographical circuit in the state.

**Priority #6**

**Issue Code: 3000640**

**Issue Title: Enhanced Other Personal Services**

**Indigent Criminal Defense Trust Fund – Other Personal Services - \$11,755**

The Public Defender, Twentieth Judicial Circuit is requesting budget authority for one Other Personal Services (OPS) employee at a rate of \$10.50 per hour for 1,040 hours. This employee will be located in Charlotte County and will assist with data entry, the receptionist duties and generally filling in for vacationing employees and employees on extended sick leave (FMLA, etc.)



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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FISCAL YEAR 2015-2016**

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**Capital Collateral Regional Councils**

**FY 2015-16 Funding Priorities**

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**Capital Collateral Regional Counsel, North Region (CCRC-N)**

**Priority #1**

**ADDITIONAL COLLATERAL CASELOAD RESOURCES REQUEST**

Issue Code: 3000130

FTE: 6.00

Rate: 320,000

General Revenue:

Salaries and Benefits \$467,990

Case Related Costs: \$250,000

Operations: \$62,388

Recruiting experienced attorneys that meet the qualifications as set forth in F.R.Cr.P. 3.112(K) and 3.851 is essential to case preparation and providing death penalty legal counsel. Attracting non attorney professional staff with experience or higher education and technological skills is essential to case preparation, providing death penalty legal counsel, and agency management.

**Priority #2**

**INFORMATION TECHNOLOGY CRITICAL NEEDS**

Issue Code: 36201C0

General Revenue:

Operations: \$32,776

This issue is essential to CCRC-North's ability to function and process its cases in a timely manner. Funding this issue would alleviate the need for a full-time Information Technology support staff employee. Also, it would save the state of Florida and CCRC-North the expenditure of significant state funds.

**Priority #3**

**BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**

Issue Code: 2301900

General Revenue:

Operations: \$22,212

This issue is essential to CCRC-North's ability to function and process its cases in a timely manner.

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**Capital Collateral Regional Counsel, North Region (CCRC-N) - Continued**

**Priority #4**

**BUSINESS OFFICE MANAGEMENT SYSTEM IMPLEMENTATION**

Issue Code: 36215C0

General Revenue:

Operations: \$18,000

The acquisition of Business Office Management System (BOMS), will enable CCRC-North to manage, in a clear, concise, and traceable manner how its allocated state budget is expended pursuant to state law. In addition to accounting, BOMS will also track the agency's inventory, personnel, and timekeeping. The addition of BOMS to the agency will allow CCRC-North to operate in conformity with other state agencies.

**Priority #5**

**AUTOMATED LEGAL RESEARCH**

Issue Code: 36207C0

General Revenue:

Operations: \$14,116

Funding of this issue is essential to Death penalty case preparation and Death penalty legal counsel in researching issues and preparing motions, pleadings, and briefs in state and federal court.

**Priority #6**

Issue Code: 3800220      **LEGAL EDUCATION TRAINING**

General Revenue:

Operations: \$6,000

Professional development training for attorneys is required to maintain continuing legal education credits (CLE) and keep them informed regarding updates to state and federal laws relating to capital postconviction litigation.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Capital Collateral Regional Counsel, Middle Region (CCRC-M)**

**Priority #1**

**COMPETITIVE PAY ADJUSTMENT FOR POST CONVICTION ATTORNEYS DUE TO NEW SUPREME COURT RULES**

Issue Code: 4200A30

Rate: 75,000

General Revenue:

Salaries and Benefits \$96,593

The law offices of the CCRCs have historically experienced difficulty in recruiting and preserving competent lawyers to work in the very complex and highly specialized area of capital postconviction representation. This is due primarily to the fact that other lawyers in private practice and similar government agencies are receiving significantly higher salaries. A pay adjustment will allow CCRC-Middle to compensate attorneys on a comparable level with other state agencies and recruit new attorneys at the increased qualification levels promulgated by the new FL Supreme Court Rule 3.112(k).

**Priority #2**

**INCREASE CURRENT AUTHORIZED RATE**

Issue Code: 51R0100

Salary Rate = 100,000

It is vital to recruit and maintain experienced attorneys and investigators that are highly qualified due to the complexity of death penalty cases and are capable of dealing with the stress of litigating life and death issues on a daily basis. Currently, CCRC's rate and salary structure does not allow these employees to be compensated for their level of expertise. Dollars are available to utilize the additional rate requested and will allow CCRC-M to compete with other state agencies in recruiting and maintaining experienced employees.

**Priority #3**

**IMPLEMENTATION OF NEW FLORIDA SUPREME COURT RULES AFFECTING POSTCONVICTION LITIGATION**

Issue Code: 5000800

General Revenue:

Case Related Costs: \$30,930

On July 3, 2014, the Florida Supreme Court adopted many new rules affecting the postconviction litigation process. These new rules promulgated by the FSC impose a burden on CCRC-M that never existed in prior fiscal years. These rules significantly alter CCRC-M's prior practice and will have a substantial effect on CCRC-M's budget.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Capital Collateral Regional Counsel, Middle Region (CCRC-M) Continued**

**Priority #4**

**ELECTRONIC CASE MANAGEMENT**

Issue Code: 36230C0  
General Revenue:  
Operations: \$39,000

Information Technology is a major factor in making CCRC-M more efficient and effective. CCRC-M's goal is to migrate to a modern case/document management system which will allow the office to alleviate the need for expensive hardware, reduce storage requirements and allow staff access to documents at remote locations. A case management system would facilitate data retrieval, statistical reporting, and event scheduling and conflict management.

**Priority #5**

**ENHANCED OTHER PERSONAL SERVICES**

Issue Code: 3000640  
General Revenue:  
Other Personal Services (OPS): \$43,264

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 six years.

**Capital Collateral Regional Counsel, South Region (CCRC-S)**

**Priority #1**

**COMPETITIVE PAY ADJUSTMENT FOR POST CONVICTION ATTORNEYS DUE TO NEW SUPREME COURT RULES**

Issue Code: 4200A30  
Salary Rate: 97,500  
General Revenue:  
Salaries and Benefits: \$125,571

The CCRCs have historically experienced difficulty recruiting and retaining lawyers and investigators due to the disparity in salaries between the CCRCs and other similarly situated government agencies. The new rules recently adopted by the FSC will make it even more difficult to attract and retain experienced postconviction lawyers.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**Capital Collateral Regional Counsel, South Region (CCRC-S) Continued**

**Priority #2**

**INCREASE CURRENT AUTHORIZED RATE**

Issue Code: 51R0100

Salary Rate = 100,000

CCRC-S is requesting an increase in authorized rate in order to attract and retain experienced attorneys to work in the highly complex field of Capital postconviction litigation. CCRC-S has the dollars available to utilize the rate requested to attract and retain experienced attorneys.

**Priority #3**

**IMPLEMENTATION OF NEW FLORIDA SUPREME COURT RULES AFFECTING  
POSTCONVICTION LITIGATION**

Issue Code: 5000800

General Revenue:

Case Related Costs: \$30,930

On July 3, 2014 the FSC adopted several rule changes affecting current postconviction practice. Expert witnesses will now be required affecting current postconviction practice. Expert witnesses will now be required to provide written reports before testifying at evidentiary hearings. Additionally CCRC attorneys can no longer take possession of trial attorney files and will be forced to reproduce the file at CCRCs expense. Both changes will increase costs to CCRC-S

**Priority #4**

**LEGAL EDUCATION TRAINING**

Issue Code: 3800220

General Revenue:

Operations: \$22,500

In the highly complex area of Capital postconviction litigation continuing legal training is a necessity in order to stay abreast of current trends and conditions. State and Federal Habeas Corpus Training promotes productivity and efficiency.

**Priority #5**

**INVESTIGATOR TRAINING**

Issue Code: 3800110

General Revenue:

Operations: \$9,600

Investigators are the backbone of the CCRCs and require extensive training similar to that of CCRC attorneys. Investigators are required to have extensive knowledge of a myriad number of legal issues and training is crucial to their development and productivity.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2015-2016**

**SUMMARY OF THE COLECTIVE PRIORITIES OF THE FIVE  
OFFICES OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS**

Since the inception of the Regional Counsel agencies in 2007, the RCs have fulfilled the legislative intent to provide mandated representation to the indigent in a fiscally sound manner for all of the various classes of cases set forth by statute. Analysis from Justice Administration Commission documents savings in excess of \$20,000,000 annually to the State of Florida. In order for the success of this model to continue, it is imperative that additional workload, funding, and other structural needs be met to accommodate responsibilities which were initially unfunded and for increases in caseloads which have occurred over time. Below are the collective priorities of the five agencies for FY 2015-16 with totals stated in the aggregate. The individual priorities as per each individual agency and corresponding individual issue narratives follow thereafter.

**Priority #1 - Workload**

**Issue Code: 3001300**  
**Issue Title: REGIONAL COUNSELS WORKLOAD**

FTE = 91  
Salary Rate = 4,527,000  
General Revenue – Salaries and Benefits = \$6,191,506  
General Revenue – Operations = \$ 926,368

The RCs continue to require positions for originally unfunded, unallocated workload obligations for capital and appellate litigation. A critical need for FY2015-16 is in the field of civil dependency representation wherein caseloads have been rising and are expected, going forward, to increase at an even higher rate due to the reforms of the Department of Children and Families mandated by Senate Bill 1666 of the 2014 Legislature. Approximately 65% of the positions requested are for dependency attorneys and dependency support staff.

**Priority #2 – Due Process**

**Issue Code: 4200810**  
**Issue Title: INCREASE REGIONAL COUNSELS DUE PROCESS FUNDS**

General Revenue – Regional Counsels Due Process Funds = \$1,471,250

The RCs require increased contracted services / due process appropriations to expressly fund capital and appellate litigation expenses which were non-funded at the inception of the agencies. Budget deficits of individual agencies have occurred and will continue to do so, especially given the extraordinary expenses which arise in capital litigation. Such expenses, being unfunded, cannot be controlled for costs and necessarily deplete agency budgets of funds allocated for the expenses which arise from non-capital and appellate casework.

**SCHEDULE VIII-A  
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**Priority #3 – Operations**

**Issue Codes:** 160F400 (risk management);  
2301900 (rents);  
2302700 (utilities);  
3800130, 3800150, 3800300 (training & continuing legal education)

**Issue Title:** **INCREASE REGIONAL COUNSELS OPERATIONS FUNDS**

General Revenue – Regional Counsels Operations Funds = \$368,677

The RCs must occupy privately owned office space in the multiple counties of their respective districts and require an increase in operations funding as per the terms of their commercial leases, or in order to take up new space in counties which previously accommodated the RC staff without charge. Additional operations funding is needed for continuing legal education and training and for other individual issues.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel - First Region**

**Priority #1**

**CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL WORKLOAD**

Issue Code: 3001360

FTE: 16.00

Salary Rate: 930,000

General Revenue

Salaries and Benefits: \$1,215,130

Operations: \$163,868

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) is responsible for taking civil dependency cases in thirty-two (32) counties. The Department of Children and Families recommends eighty (80) cases per attorney. Using that calculation, RCC1 is requesting six (6) attorney positions at \$50,000 each to handle the overflow of existing caseloads, and new cases that are anticipated as a result of SB1666 that passed during the 2014 Legislative Session. RCC1 is requesting two (2) support personnel to assist attorneys at \$30,000 each.

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, and civil appeals from dependency and Termination of Parental Right (TPR) trials. In FY 13/14 RC1 was appointed to 131 appellate cases. RCC1 is requesting three (3) appellate attorneys at \$70,000 each to handle both criminal and civil appeals (dependency and TPR'S). One additional support staff is requested at \$30,000.

The RCC1 is requesting three (3) capital attorneys at \$100,000 each who meet the critical requirements to perform duties on capital cases as required by Fla.R.Crim.P. 3.112 and one (1) additional support staff at \$30,000. Existing staff is not adequate to handle the number of death penalty cases in Region 1.

The operating expenditure request is per the OPB Standard #3

Approval of this request will have a positive impact on RCC1's Activity:

Regional Counsel Workload (ACT2000)



**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
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**Office of Criminal Conflict and Civil Regional Counsel - First Region Continued**

**Priority #2**

**INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS**

Issue Code: 5300250

General Revenue

Contracted Services: \$150,000

During FY 2013-2014, the Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) incurred \$108,000 in appellate related due process cost. The cost of appellate transcripts and other cost associated with criminal and civil appeals was not included in RCC1's original funding. During FY 2013-2014 RCC1 began accepting death penalty cases which could result in death penalty appellate appointments, increasing RCC1's appellate cost. 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 (ACR2000)

**Priority #3**

**BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**

Issue Code: 2301900

General Revenue

Operations: \$75,390

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) is requesting additional funding for building rental increase. RCC1 has had an 8.2 percent increase since FY 13/14. In addition to the current rental rates RCC1 has county space in Milton and RCC1 needs to relocate to privately owned space.

Increased building rental for current leased space	\$51,390
Relocation of Milton office	<u>\$24,000</u>
	\$75,390

Approval of this request will have a positive impact on RCC1's Activity:

Regional Counsel Workload (ACT2000)

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
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**Office of Criminal Conflict and Civil Regional Counsel - Second Region**

**Priority #1**

**CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL WORKLOAD**

Issue Code: 3001360

FTE: 15.00

Salary Rate: 820,000

General Revenue

Salaries and Benefits: \$1,110,984

Operations: \$159,820

The Office of Criminal Conflict and Civil Regional Counsel, 2nd Region (RC2), requires additional resources for the defense of Capital cases. This District's caseload has increased 25% of the past three years to include fifty-eight (58) active First Degree Murder cases and eighteen (18) Death Penalty cases hereby causing a financial constraint due to costs associated with the complexity and length of these types of cases. This trend is expected to continue growing. The increased amount of cases has put an undue burden on the caseloads of RC2's current capital attorneys.

This request is for three (3) additional capital certified attorneys at a salary rate of \$70,000 for a total salary request of \$210,000 as well as the corresponding benefits and 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 the Florida Rules of Criminal Procedure 3.112. Minimum Standards for Attorneys in Capital Cases. 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: Three Capital Certified attorneys at \$10,748 (includes \$700 for law library) each totaling \$32,244). Non recurring at \$3,882 each totaling \$11,646.

Approval of this request will have a positive impact on this District's workload activity as it will insure the capital cases are defended with required representation outlined by the Supreme Court under the ABA guidelines standard for trial of capital cases 11.8.6 (1989) as defining effective performance. See case: Wiggins v. Smith, 539 U.S. 510,123

Additionally, the RC2 is requesting ten (10) full-time equivalent (FTE) Assistant Regional Counsel positions = (5) Dependency Assistant Regional Counsels and (5) Assistant Regional Counsels to staff new divisions at \$50,000 annually with salary, benefits and corresponding rate for these positions.

Five (5) new judicial divisions have been created within the District of the Office of Criminal Conflict and Civil Regional Counsel. The new judicial divisions must be staffed

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region Continued**

to ensure that our clients are receiving qualified representation. Further, Dependency Assistant Regional Counsel attorneys are carrying caseloads in excess of 150 - 200 cases and the demands continue to rise. Due to the legislative changes to Florida Statute, Chapter 39, this creates great difficulty in being able to provide effective legal representation to the agency's indigent clients and overall client/attorney relationship due to the time elements necessary in the courtroom. Our attorneys are spending all of their time during the working week in the courtrooms.

Operational Expenditures are requested for these positions per Standard #3, modified:  
10 Dependency Assistant Regional Counsels at \$10,748 = \$107,480 Non-recurring at \$3,883 = \$38,820

Approval of this request will have a positive impact on Regional Counsel's judicial divisions and workload activity as well as ensuring that all our indigent clients are defended with qualified representation. This will produce a better legal outcome for the agency's indigent clients in furtherance of the legislative intent of Chapter 39. The intent is to create a better overall outcome for the safety, health and well-being of the clients' children and their families in the dependency system.

RC2 is also requesting two (2) full-time equivalent (FTE) positions for Forensic Social Workers, along with salary and benefits and corresponding rate. RC2 attorneys are spending all of their time in court and judicial reviews. This creates great difficulty in being able to have an effective attorney-client relationship. After assessing the needs intra-agency and upon review of best practices of similar agencies in other states, RC2 is implementing an interdisciplinary approach whereby attorneys and forensic social workers will work together to provide better legal representation.

Forensic Social Workers will conduct clinical client assessments; will interface with the Department of Children and Families to promote plans for service well-tailored to the client's needs and betterment; monitor and assist client's progress throughout the case; and advocate the client's interest in a variety of setting and forums including testifying (circumstances permitting) in courtroom hearing and trials.

RC2 is working to produce better legal outcomes for our indigent clients and a better familial outcome for their children. The legal representation of the indigent clients and the safety, health, and well-being of the children in the dependency system is consistent with the legislative intent under Florida Statute 39. This is expected to shorten the life of the case and save monies for all parties involved.

Operational Expenditures are requested for these positions per Standard #3, modified:  
2 Forensic Social Workers at \$10,048 = \$20,096 Non-recurring at \$3,882 = \$7,764

Human Resource Services Assessment = \$262 x 15 positions = \$3,930

**SCHEDULE VIII-A  
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**Office of Criminal Conflict and Civil Regional Counsel - Second Region Continued**

**Priority #2**

**INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS**

Issue Code: 5300250

General Revenue

Contracted Services: \$500,000

The Office of Criminal Conflict and Civil Regional Counsel, Second District (RC2) has had a budget shortfall of its contracted services/due process fund for the last five years. Due to an overall increase in RC2's caseload, which include death penalty cases, post-conviction cases, appellate cases, criminal cases and dependency cases, the current budget allocation for due process funds 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 can continue to fulfill its statutory responsibility to provide quality representation to our indigent clients

**Priority #3**

**BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**

Issue Code: 2301900

General Revenue

Operations: \$107,000

The Office of Criminal Conflict and Civil Regional Counsel's rents will be increasing this next year as three (3) of the offices currently occupied are either being sold or used by another agency. Therefore RC2's rents will increase. Moving of the offices will also incur expenses to our operational budget as stated above.

**SCHEDULE VIII-A  
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**Office of Criminal Conflict and Civil Regional Counsel - Third Region**

**Priority #1**

**CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL WORKLOAD**

Issue Code: 3001360

FTE: 22.00

Salary Rate: 910,000

General Revenue

Salaries and Benefits: \$1,292,820

Operations: \$220,031

This issue addresses and corrects an underfunded and alarmingly short staffed Juvenile Dependency division in the Criminal Conflict & Civil Regional Counsel, Third Region of Florida.

**Priority #2**

**INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS**

Issue Code: 5300250

General Revenue

Contracted Services: \$281,250

This issue requests funding for an Appellate Rule 3 Lawyer, Appellate Transcript Costs, and a Capital Case Mitigation Expert.

**Priority #3**

**BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**

Issue Code: 2301900

General Revenue

Operations: \$21,971

This issue requests funding for office space rental of privately owned buildings in Monroe County.

**Priority #4**

**EXCESS TRUST FUND AUTHORITY**

Issue Code: 4300100

Indigent Civil Defense Trust Fund

Contracted Services: -\$66,956

Since its inception Regional Counsel Third Region has not collected funds to match the authority provided. We respectfully request a reduction in the Indigent Civil Defense Trust Fund authority from \$86,956.00 to \$20,000.00

**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
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**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region**

**PRIORITY #1: WORKLOAD – 3001360**

The following is a breakdown of RC4’s workload requests. The addition of these requested positions will improve core functionality and will help ensure the agency’s long-term, continued success.

***Dependency Attorneys***

RC4 requests nine (9) additional full-time equivalent (FTE) positions, at a designated rate of 55,000 and with corresponding salary & benefits for nine (9) Assistant Regional Counsel (“ARC”) attorneys who will provide representation to the agency’s court-appointed clients in the dependency divisions across all three of RC4’s judicial circuits. The 17th and 15<sup>th</sup> Judicial Circuits in particular have seen a dramatic and alarming increase in dependency cases in the past two calendar years; 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 manageable caseloads. Unfortunately, the caseloads in these circuits are on the brink of becoming unreasonably excessive. The Department of Children & Families sets a benchmark for its attorneys who handle these identical cases (from the prosecutorial role) at 80 cases per attorney. Nearly all of the attorneys at RC4 have existing caseloads far in excess of 80 cases. 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 private attorneys would then be court-appointed and would then be entitled to seek compensation for attorney’s fees & costs on a case-by-case basis.

Moreover, Senate Bill 1666 of the 2014 legislative session, which become law on July 1, 2014, dramatically increases the number of Child Protective Investigators to be employed by DCF; this, in turn, is certain to increase the number of children being sheltered by DCF and will further fuel the rising number of cases in dependency court. RC4 (like the other Regional Counsel offices) cannot continue to adequately represent dependency clients with, essentially, the original number of FTEs allocated when the agency was created in 2007. As it is now, RC4 must resort to its ability to contract with attorneys to cover dependency divisions in the 15<sup>th</sup> and 19<sup>th</sup> Judicial Circuits.

Dependency Attorneys (17th and 15th Circuits)  
 Nine (9) Assistant Regional Counsel will provide representation in dependency cases.

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
55,000	495,000	\$175,042	\$670,042	\$96,732	\$34,938

***Appellate Attorney for Dependency Caseload***

One (1) additional appellate attorney is needed in order for the agency to meet its statutory obligation to provide appellate representation to dependency clients upon their right to an appeal of their dependency and termination of parental rights trials. At the inception of the agency, no FTE positions were allocated by the legislature for appeals, yet it has been necessary for RC4 to staff the agency with two full time appellate lawyers who presently handle both criminal and civil cases. The increase in dependency caseloads at the trial level has led directly to an increase in dependency appeals, to the point an appellate lawyer dedicated solely to dependency appeals is now needed.

One (1) Appellate Attorney for Dependency

Rate	Benefits	Total Salaries & Benefits	Standard #3	
			Total	Non Rec
62,500	\$20,575	\$83,075	\$10,748	\$3,882

**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
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**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region Continued**

***Capital Litigation Attorneys***

RC4's caseload of presently pending capital cases now stands at 22 and the ability for current agency "in-house" qualified attorneys to handle capital litigation is at maximum potential, if not overload. Additional attorneys are needed in order for RC4 to continue to have the ability to provide the mandated constitutionally effectively representation to clients who become appointed when the Public Defenders of the district withdraw due to conflicts. Therefore, two (2) attorney positions (and the corresponding requisite rate) at a salary of \$80,000 each are requested. This salary request is commensurate with the level of experience of practicing attorneys in the South Florida area who meet the advanced standards of Florida Rule of Criminal Procedure 3.122. The addition of the positions would still represent a significant savings over attorneys who would handle these cases through the private registry should this agency be unable to provide effective representation due to a lack of qualified in-house lawyers and be forced to withdraw on that basis.

Two (2) Capital Litigation Attorneys

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
80,000	160,000	\$46,408	\$206,408	\$21,496	\$7,764

***Capital Case Investigator; Death Penalty Mitigation Specialist***

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 are critical in order for the agency perform its obligations in rendering competent representation in capital criminal cases – those cases in which the prosecution seeks the death penalty. The guidelines of the America Bar Association, recognized by the U.S. and Florida Supreme Courts, set forth not only advanced qualifications of counsel, but also that a defense representation team consist of a duly qualified investigator and mitigation specialist, each of whom perform their unique roles. 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 reduce the expenditure on due process funds on a case-by-case basis, resulting in a net savings.

One (1) Capital Case Investigator, Capital Division

Rate	Benefits	Total Salaries & Benefits	Standard #3	
			Total	Non Rec
60,000	\$ 20,200	\$80,200	\$10,048	\$3,882

One (1) Death Penalty Mitigation Specialist, Capital Division

Rate	Benefits	Total Salaries & Benefits	Standard #3	
			Total	Non Rec
60,000	\$ 20,200	\$80,200	\$10,048	\$3,882

**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region Continued**

***Forensic Social Workers – Dependency Court***

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, 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 has implemented an innovative, interdisciplinary approach and has created a Social Services Unit whereby forensic social workers on staff have been incorporated into the legal representation furnished to dependency clients. Forensic social workers possess the clinical ability to conduct independent client assessments; to interface with the Department of Children & Families to promote plans for services well-tailored to the client’s needs and betterment; to monitor and assist the 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 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. The Social Services Unit has been very well received by other dependency stakeholders in the 17<sup>th</sup> & 15<sup>th</sup> Circuits wherein it has been implemented to date. Moreover, the Social Services Unit, by employing forensic social workers who hold an M.S.W. degree, has been able to establish a social worker intern program consisting of students who are pursuing degrees in social work, and thereby further enhancing client services and better outcomes for families at no additional cost to the State.

Three (3) Forensic Social Workers will enhance representation in dependency cases

				Standard #3	
Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
55,000	165,000	\$58,348	\$223,348	\$30,144	\$11,646

***FTE Positions for Support Staff***

RC4 has a shortfall of benefitted positions for full-time support staff. Only 13 non-lawyer staff members of the agency are in benefitted positions. There are 14 OPS staff members who are full-time, 40-hour per week employees, and 11 of these have been employed for over 12 months at the present time. Accordingly, 11 FTEs for support staff are requested as follows:

One (1) Clerk I

				Standard #3	
Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
27,500		\$15,319	\$ 42,819	\$8,723	\$3,666

One (1) Administrative Assistant I

				Standard #3	
Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
37,000		\$16,746	\$ 53,746	\$8,723	\$3,666

Six (6) Legal Assistant I

				Standard #3	
Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
32,500	195,000	\$96,418	\$291,418	\$52,338	\$21,996



**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region Continued**

Three (3) Legal Assistant III

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
35,000	105,000	\$49,336	\$154,336	\$26,169	\$10,998

**Total RC4 Workload Request**

FTEs	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
28	1,367,000	\$518,592	\$1,885,592	\$275,169	\$106,320

**PRIORITY #2: DUE PROCESS – 5300250**

***Capital Litigation Expenses: \$420,000 in increased due process***

RC4 requests additional funding in the amount of \$420,000 dedicated to the substantial expenses which will be incurred to fully litigate its currently pending caseload of 22 death penalty cases. As referenced in other LBR requests, RC4 lacks the “in-house,” benefitted positions necessary to fully staff or to assign the personnel needed per case who meet the heightened standards of experience for both 1st Chair and 2nd Chair lawyers and for required Mitigation Specialists and experienced investigators. This results in the expenditure of due process funds to contract with private attorneys and other specialists external to the agency at considerable expense. Further, great expenses are incurred in the final preparations of the mitigation phases of the case, as the presently prevailing, and evolving, standards of effective representation in this unique field mandate that more advanced and more in-depth investigations, both social and medical / scientific, be performed. (Such measures include, for example, diagnostic imaging testing and corresponding evaluations by neurology and neuropsychology experts in order to fully explore the mental health and cognitive abilities of these clients.) Also, it is routine that capital litigation involves out of state travel by members of the litigation team and for out of state witnesses to be brought to the trial of the case. Finally, the Florida statutes require the full expense of the lengthy trial transcripts to be borne by this agency as the first step in the appellate process.

None of these extraordinary funds which are attendant to capital litigation were contemplated by the legislature at the inception of the five Regional Counsel agencies. Over time, as this agency has continued to accept and handle capital cases in which the Public Defenders of the respective circuits in the agency’s district withdraw due to conflicts of interest, the number of capital cases which RC4 is carrying has increased (although many cases have been opened & closed having been brought to completion) to the point that the capital caseload now stands at a critical mass. It is anticipated that as many as four capital cases may proceed to trial in FY 2015-16 at an estimated expense of 105,000 per case (given all of the extraordinary expenses explained above and the costs of the lengthy trial transcripts). It is necessary that RC4 be funded specifically for capital litigation expenses in order to provide the mandated constitutionally effective representation in these cases and in order for the given funds for due process & contracted services (for non-capital litigation expenses) not to be depleted and cause a budgetary deficit.

**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region Continued**

**PRIORITY #3: OPERATIONS**

***Continuing Legal Expenses & Training Expenses –\$35,000 – 3800300***

RC4 requests \$35,000 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 ARCs attend 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, and these seminars alone exceed \$10,000 each year. Note: Bi-annual attendance at death penalty conferences is a requirement of Florida’s Rule of Criminal Procedure for capital attorneys. 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.

***Risk Management – \$883 – 2302510***

The Office of Criminal Conflict and Civil Regional Counsel, 4th District, at the recommendation of Risk Management, has obtained Property Insurance which covers the contents of each office location, paid annually, at the cost of \$883 as follows:

Fort Pierce	\$148.68
Stuart	\$ 99.12
West Palm Beach	\$247.79
Fort Lauderdale	\$247.79
Vero Beach	<u>\$139.22</u>
<b>Total</b>	<b>\$882.60</b>

***Increase in Rents – \$45,616 – 2301900***

The Office of Criminal Conflict and Civil Regional Counsel, 4th District requests \$45,615 for the three (3) percent Consumer Price Index (CPI) increase in office rental payments as indicated in the privately owned building leases for offices located in West Palm Beach, Stuart, Ft. Lauderdale and Ft. Pierce, calculated as follows:

**West Palm Beach office - 1st Floor - 2,220 sf**

(FY '14-'15)	
6/1/13 - 5/31/14	\$23.00/sf = \$4,255.00/mon
6/1/14 - 5/31/15	\$23.69/sf = <u>\$4,382.65/mon</u>

\$ 127.65 X 12 = \$1,531.80

**Stuart office - 1,530 sf**

(FY '14-'15)	
4/1/13 - 3/31/14	\$20.00/sf = \$2,550.00/mon
4/1/14 - 3/31/15	\$20.60/sf = <u>\$2,626.50/mon</u>

\$ 76.50 X 12 = \$918.00

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region Continued**

**West Palm Beach office - 2nd Floor - 9,560 sf**

(FY '14-'15)	(FY '15-'16)
6/1/13 - 5/31/14 \$23.00/sf = \$18,323.33/mon	4/1/14 - 3/31/15 \$20.60/sf = \$2,626.50/mon
6/1/14 - 5/31/15 \$23.69/sf = <u>\$18,873.03/mon</u>	4/1/15 - 3/31/16 \$21.22/sf = <u>\$2,705.55/mon</u>
\$ 549.70 X 12 = \$6,596.40	\$ 79.05 X 12 = \$948.60

**Ft. Lauderdale office –  
3rd, 6th & 7th floor - 14,454 sf**

(FY '13-'14)
6/1/12 - 5/31/13 \$23.00/sf = \$27,703.50/mon
6/1/13 - 5/31/14 \$23.69/sf = <u>\$28,534.61/mon</u>
\$ 831.10 X 12 = \$9,973.32

**Ft. Pierce office – 3,962 sf**

(FY '14-'15)
8/1/13 - 7/31/14 \$20.00/sf = \$6,603.33/mon
8/1/14 - 7/31/15 \$20.60/sf = <u>\$6,801.43/mon</u>
\$ 198.10 X 12 = \$2,377.20

(FY '14-'15)
6/1/13 - 5/31/14 \$23.69/sf = \$28,534.61/mon
6/1/14 - 5/31/15 \$24.40/sf = <u>\$29,389.80/mon</u>
\$ 855.19 X 12 = \$10,262.28

(FY '15-'16)
8/1/14 - 7/31/15 \$20.60/sf = \$6,801.43/mon
8/1/15 - 7/31/16 \$21.22/sf = <u>\$7,006.14/mon</u>
\$ 204.71 X 12 = \$2,456.52

(FY '15-'16)
6/1/14 - 5/31/15 \$24.40/sf = \$29,389.80/mon
6/1/15 - 5/31/16 \$25.13/sf = <u>\$30,269.09/mon</u>
\$ 879.29 X 12 = \$10,551.48

**Total \$45,615.60**

***Reduce Trust Fund Authority – \$55,980 – 3301510***

The Office of Criminal Conflict and Civil Regional Counsel, 4th District requests that the Indigent Civil Defense Trust Fund budget authority for the Agency be reduced to \$55,980.00, from \$121,980, a \$65,912 reduction in budget authority to more accurately reflect the Agency's future collection of trust funds. Calculated based on the estimated receipt of \$45 per case, on 2,488 cases, half of the actual appointed cases between July 1, 2013 - June 30, 2014.

Appointed Dependency cases from July 1, 2013 - June 30, 2014:

15th Circuit	735
17th Circuit	1,356
19th Circuit	<u>397</u>
Total Cases	2,488 / 2 = 1,244 cases X \$45.00/per case = \$55,980.00

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region Continued**

***Legal Publications for Trial Attorneys – \$20,000 – 2403400***

RC4 requests \$20,000 in Operations funding for the recurring costs of providing its attorneys with necessary Legal Publications. The assistant regional counsel attorneys are, by virtue of the types of cases to which they are statutorily court-appointed, practitioners in three main specialized fields of law: attorneys for the accused in criminal law; attorneys for parents in dependency law; and attorneys for incapacitated persons in guardianship law. All three specialty areas are dynamic fields of law in which substantive changes invariably occur every year, and all three have certain legal periodicals which are recognized as authoritative by the judiciary and by counsel for opposing and other parties. Thus, it is essential that certain practice manuals and treatises be issued to all trial attorneys and that these publications be purchased each year.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region**

**Priority #1**

**CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL WORKLOAD**

Issue Code: 3001360

FTE: 10.00

Salary Rate: 500,000

General Revenue

Salaries and Benefits: \$686,980

Operations: \$107,480

Counsel Dependency Attorneys

**Priority #2**

**INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT AND CIVIL  
REGIONAL COUNSELS**

Issue Code: 5300250

General Revenue

Contracted Services: \$120,000

Increased Due Process Costs for CCRC

**Priority #3**

**BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**

Issue Code: 2301900

General Revenue

Operations: \$17,612

Increase in rent

**Priority #4**

**ADDITIONAL PRICE INCREASES FOR UTILITIES**

Issue Code: 2302700

General Revenue

Operations: \$11,473

Utilities costs increase

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2015-2016**

**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region Continued**

**Priority #5**

**REALIGNMENT OF ADMINISTRATIVE EXPENDITURES – ADD / DEDUCT**

Issue Code: 2000100 & 2000200

Indigent Civil Defense Trust Fund

Contracted Svcs to Operations: \$100,000

Trust fund realignment from contractual services to operations

**Priority #6**

**CAPITAL ATTORNEY TRAINING**

Issue Code: 3800150

General Revenue

Operations: \$8,592

Funding required for attendance at Life Over Death seminar.

**Priority #7**

**EMPLOYEE CONTINUING EDUCATION**

Issue Code: 3800130

General Revenue

Operations: \$11,454

In house training for attorneys.

**Priority #8**

**REGIONAL COUNSEL ATTORNEY TRAINING**

Issue Code: 3800300

General Revenue

Operations: \$13,686

Funding for attendance at Dependency Summit

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		76,678	76,678	76,678							
<b>Expenses</b>																	
General Revenue	257,582																
Grants and Donations Trust Fund	115,254																
<b>Operating Capital Outlay</b>																	
General Revenue	53,806																
Forfeiture and Investigative Support Trust Fund	80,503																
<b>Acquisition Motor Vehicles</b>																	
Forfeiture and Investigative Support Trust Fund	72,000	16,300	16,300	16,300	16,300	16,300											
Grants and Donations Trust Fund				90,000		50,032	75,048										
<b>State Attorney Operating Expenditures</b>																	
General Revenue		261,217	260,029	317,548	686,432	685,682	696,062	708,811	538,453	531,776							
Grants and Donations Trust Fund		10,704	10,704			91,500	6,000										
<b>Risk Management Insurance</b>																	
General Revenue	74,645	35,816	35,816	99,718	206,669	159,895	39,051	57,068	53,323	53,323							
<b>Salary Incentive Payments</b>																	
General Revenue	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,764							
<b>Law Library</b>																	
General Revenue	20,710																
<b>Retention Incentive Bonuses</b>																	
General Revenue	29,217																
<b>Leave Liability</b>																	
Grants and Donations Trust Fund								200,335	200,335	200,335							
<b>Totals:</b>	144.00	144.00	148.00	150.00	158.50	163.50	166.00	167.40	168.00	166.00							
General Revenue	6,603,191	6,684,323	7,064,576	7,210,438	8,582,094	8,767,205	9,579,077	10,277,418	9,274,495	9,090,468	(1,186,950)	-11.55%					
State Attorneys Revenue Trust Fund										64,540							
Forfeiture and Investigative Support Trust Fund	152,503	16,300	16,300	16,300	16,300	16,300	-	-	-	-							
Grants and Donations Trust Fund	691,638	285,704	451,066	536,049	572,232	891,733	861,823	973,590	1,603,413	1,603,413							
<b>Total All Funds:</b>	7,447,332	6,986,327	7,531,942	7,762,787	9,170,626	9,675,238	10,440,900	11,251,008	10,877,908	10,758,421							
<b>IC 4200300 - ATTACHMENT A</b>																	

**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 2015-16 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	2150	2160	2170

## 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? (CSDI)	Y	Y	Y	Y	Y
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? (CSDI)	Y	Y	Y	Y	Y

### AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y	Y	Y
1.4 Has security been set correctly? (CSDR, CSA)	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
---	---	---	---	---	---

### 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? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y	Y	Y	Y	Y
---	---	---	---	---	---

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
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
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					
<b>4. EXHIBIT D (EADR, EXD)</b>						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 61 of the LBR Instructions?	Y	Y	Y	Y	Y
4.2	Is the program component code and title used correct?	Y	Y	Y	Y	Y
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					
<b>5. EXHIBIT D-1 (ED1R, EXD1)</b>						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	Y
<b>AUDITS:</b>						
5.2	Do the fund totals agree with the object category totals within each appropriation category? <b>(ED1R, XD1A - Report should print "No Differences Found For This Report")</b>	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? <b>(EXBR, EXBB - Negative differences need to be corrected in Column A01.)</b>	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? <b>(EXBR, EXBD - Differences need to be corrected in Column A01.)</b>	Y	Y	Y	Y	Y
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2013-14 approved budget. Amounts should be positive.					

		Program or Service (Budget Entity Codes)				
Action		2130	2131	2150	2160	2170
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 33 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
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 through E-6 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?	N/A	N/A	Y	Y	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 #14-001?	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. (PLRR, PLMO)	N/A	N/A	N/A	N/A	N/A

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
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 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	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, 330010C0, 33011C0, 160E470, 160E480 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?	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
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 65 through 70 of the LBR Instructions.					

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
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 a state agency needs to include in its LBR a realignment or workload request issue to align its data processing services category with its projected FY 2015-16 data center costs, this can be completed by using the new State Data Center data processing services category (210001). (NSRC data processing services category (210022) and the SSRC data processing services category (210021) will no longer be used).					
TIP	If an appropriation made in the FY 2014-15 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; fixed capital outlay adjustment narrative)?	Y	Y	Y	Y	Y
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y	Y	Y	Y	Y
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	N/A	N/A	N/A	N/A	N/A
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A	N/A	N/A	N/A	N/A

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
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	Y	Y	N/A
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?	N/A	N/A	Y	Y	Y
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A	Y	Y	Y	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	Y
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 general revenue 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

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
8.27	Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III?	Y	Y	Y	Y	Y
8.28	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y	Y	Y	Y	Y
8.29	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	Y
AUDITS:		Y	Y	Y	Y	Y
8.30	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y	Y
8.31	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? ( <b>SC1R, SC1A - Report should print "No Discrepancies Exist For This Report"</b> )	Y	Y	Y	Y	Y
8.32	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. ( <b>SC1R, DEPT</b> )	Y	Y	Y	Y	Y
8.33	Has a Schedule IB been provided for each trust fund and does total agree with line I ?	Y	Y	Y	Y	Y
8.34	Have A/R been properly analyzed and any allowances for doubtful accounts been properly recorded on the Schedule IC?	Y	Y	Y	Y	Y
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 130 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 161 of the LBR Instructions.)	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
<b>10. SCHEDULE III (PSCR, SC3)</b>						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 92 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 99 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
<b>14. SCHEDULE VIIIB-2 (EADR, S8B2)</b>						
14.1	Do the reductions comply with the instructions provided on pages 104 through 106 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 VIIIC (EADR, S8C)</b> (LAS/PBS Web - see page 107-109 of the LBR Instructions for detailed instructions)						
15.1	Agencies are required to generate this schedule 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 107-109 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



Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
<b>16. SCHEDULE XI (USCR,SCXI) (LAS/PBS Web - see page 110-114 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 2013-14 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> )	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	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
TIP	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>						
17.1	Do exhibits and schedules comply with LBR Instructions (pages 115 through 158 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
17.4	Does the LBR include a separate IV-B for each IT project over \$1 million (see page 134 of the LBR instructions for exemptions to this rule)? Have all IV-B been emailed to: IT@LASPBS.state.fl.us	N/A	N/A	N/A	N/A	N/A
17.5	Are all forms relating to Fixed Capital Outlay (FCO) funding requests submitted in the proper form, including a Truth in Bonding statement (if applicable) ?					

	Program or Service (Budget Entity Codes)				
Action	2130	2131	2150	2160	2170

**AUDITS - GENERAL INFORMATION**

TIP	Review <i>Section 6: Audits</i> of the LBR Instructions (pages 160-162) for a list of audits and their descriptions.	
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.	

**18. CAPITAL IMPROVEMENTS PROGRAM (CIP)**

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)?	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	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.					

**19. FLORIDA FISCAL PORTAL**

19.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y
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# Fiscal Year 2015-16 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.

	Program or Service (Budget Entity Codes)				
Action	2180				

<b>1. GENERAL</b>					
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? (CSDI)	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? (CSDI)	Y				
<b>AUDITS:</b>					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y				
1.4 Has security been set correctly? (CSDR, CSA)	Y				
<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.					
<b>2. EXHIBIT A (EADR, EXA)</b>					
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				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 29)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 29) been followed?	Y				
<b>3. EXHIBIT B (EXBR, EXB)</b>					
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				
<b>AUDITS:</b>					
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? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y				

		Program or Service (Budget Entity Codes)				
Action		2180				
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				
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					
<b>4. EXHIBIT D (EADR, EXD)</b>						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 61 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					
<b>5. EXHIBIT D-1 (ED1R, EXD1)</b>						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
<b>AUDITS:</b>						
5.2	Do the fund totals agree with the object category totals within each appropriation category? <b>(ED1R, XD1A - Report should print "No Differences Found For This Report")</b>	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? <b>(EXBR, EXBB - Negative differences need to be corrected in Column A01.)</b>	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? <b>(EXBR, EXBD - Differences need to be corrected in Column A01.)</b>	Y				
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 2013-14 approved budget. Amounts should be positive.					

		Program or Service (Budget Entity Codes)				
Action		2180				
TIP If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.						
<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required to be submitted in the LBR - for analytical purposes only.)</b>						
6.1	Are issues appropriately aligned with appropriation categories?	Y				
TIP Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.						
<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 33 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 67-68 of the LBR Instructions.)	Y				
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				
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				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 through E-6 of the LBR Instructions.)	Y				
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				
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				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #14-001?	Y				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	N/A				

		Program or Service (Budget Entity Codes)				
Action		2180				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	Y				
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14	Do the amounts reflect appropriate FSI assignments?	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				
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				
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, 330010C0, 33011C0, 160E470, 160E480 or 55C01C0)?	Y				
7.18	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A				
7.19	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development?	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				
7.21	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? <b>(GENR, LBR1)</b>	Y				
7.22	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? <b>(GENR, LBR2)</b>	N/A				
7.23	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? <b>(GENR, LBR3)</b>	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				
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 65 through 70 of the LBR Instructions.					

		Program or Service (Budget Entity Codes)				
Action		2180				
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 a state agency needs to include in its LBR a realignment or workload request issue to align its data processing services category with its projected FY 2015-16 data center costs, this can be completed by using the new State Data Center data processing services category (210001). (NSRC data processing services category (210022) and the SSRC data processing services category (210021) will no longer be used).					
TIP	If an appropriation made in the FY 2014-15 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				
8.2	Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y				
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial Balance)?	Y				
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A				
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative; fixed capital outlay adjustment narrative)?	Y				
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y				
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	N/A				
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A				

		Program or Service (Budget Entity Codes)				
Action		2180				
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				
8.10	Are the statutory authority references correct?	Y				
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y				
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	N/A				
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y				
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	N/A				
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A				
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y				
8.17	If applicable, are nonrecurring revenues entered into Column A04?	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				
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y				
8.20	Are appropriate general revenue service charge nonoperating amounts included in Section II?	Y				
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y				
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y				
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y				
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y				
8.25	Are current year September operating reversions appropriately shown in column A02?	Y				
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y				



		Program or Service (Budget Entity Codes)				
Action		2180				
8.27	Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III?	Y				
8.28	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y				
8.29	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y				
AUDITS:		Y				
8.30	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y				
8.31	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? ( <b>SC1R, SC1A - Report should print "No Discrepancies Exist For This Report"</b> )	Y				
8.32	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. ( <b>SC1R, DEPT</b> )	Y				
8.33	Has a Schedule IB been provided for each trust fund and does total agree with line I ?	Y				
8.34	Have A/R been properly analyzed and any allowances for doubtful accounts been properly recorded on the Schedule IC?	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 130 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 161 of the LBR Instructions.)	Y				

		Program or Service (Budget Entity Codes)				
Action		2180				
<b>10. SCHEDULE III (PSCR, SC3)</b>						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 92 of the LBR Instructions.)	Y				
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 99 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				
<b>11. SCHEDULE IV (EADR, SC4)</b>						
11.1	Are the correct Information Technology (IT) issue codes used?	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				
<b>13. SCHEDULE VIIIB-1 (EADR, S8B1)</b>						
13.1	<b>NOT REQUIRED FOR THIS YEAR</b>	N/A				
<b>14. SCHEDULE VIIIB-2 (EADR, S8B2)</b>						
14.1	Do the reductions comply with the instructions provided on pages 104 through 106 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				
<b>15. SCHEDULE VIIIC (EADR, S8C)</b> <b>(LAS/PBS Web - see page 107-109 of the LBR Instructions for detailed instructions)</b>						
15.1	Agencies are required to generate this schedule via the LAS/PBS Web.	Y				
15.2	Does the schedule include at least three and no more than 10 unique reprioritization issues, in priority order? Manual Check.	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				
15.4	Are the priority narrative explanations adequate and do they follow the guidelines on pages 107-109 of the LBR instructions?	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				
<b>AUDIT:</b>						
15.6	Do the issues net to zero at the department level? ( <b>GENR, LBR5</b> )	Y				

		Program or Service (Budget Entity Codes)				
Action		2180				
<b>16. SCHEDULE XI (USCR,SCXI) (LAS/PBS Web - see page 110-114 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				
16.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y				
<b>AUDITS INCLUDED IN THE SCHEDULE XI REPORT:</b>						
16.3	Does the FY 2013-14 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	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				
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				
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				
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				
TIP	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>						
17.1	Do exhibits and schedules comply with LBR Instructions (pages 115 through 158 of the LBR Instructions), and are they accurate and complete?	Y				
17.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y				
17.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y				
17.4	Does the LBR include a separate IV-B for each IT project over \$1 million (see page 134 of the LBR instructions for exemptions to this rule)? Have all IV-B been emailed to: IT@LASPBS.state.fl.us	N/A				
17.5	Are all forms relating to Fixed Capital Outlay (FCO) funding requests submitted in the proper form, including a Truth in Bonding statement (if applicable) ?					

	Program or Service (Budget Entity Codes)				
Action	2180				

**AUDITS - GENERAL INFORMATION**

TIP	Review <i>Section 6: Audits</i> of the LBR Instructions (pages 160-162) for a list of audits and their descriptions.				
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.				

**18. CAPITAL IMPROVEMENTS PROGRAM (CIP)**

18.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y				
18.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A				
18.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y				
18.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A				
18.5	Are the appropriate counties identified in the narrative?	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				
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					

**19. FLORIDA FISCAL PORTAL**

19.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y				
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