



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

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



COMMISSIONERS

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

(850) 488-2415
FAX (850) 488-8944

www.justiceadmin.org

Justice Administration

Tallahassee, Florida

September 15, 2015

Cynthia Kelly, Director
Office of Policy and Budget
Executive Office of the Governor
1702 The Capitol
Tallahassee, Florida 32399-0001

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

Cindy Kynoch, Staff Director
Senate Committee on Appropriations
201 The Capitol
Tallahassee, Florida 32399-1100

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 2016-2017 Fiscal Year. This submission has been approved by me as Executive Director of 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

Brad King, Chair
State Attorney
Diamond R. Litty
Public Defender
Jerry Hill
State Attorney
Kathleen A. Smith
Public Defender



**BOB DILLINGER
PUBLIC DEFENDER**

SIXTH JUDICIAL CIRCUIT OF FLORIDA

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST
Public Defender, Sixth Judicial Circuit**

September 15, 2015

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 2016-2017 Fiscal Year. This submission has been approved by Dr. Delores Terzick, Finance & Accounting Director and Bob Dillinger, Public Defender.

Rosemary Gunnels
Administrative Director

PUBLIC DEFENDER OFFICES

Office of the Public Defender
14250 - 49th 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
Page 2 of 587

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



**Letter of Transmittal
Justice Administration**

FY 2016-2017 LEGISLATIVE BUDGET REQUEST

Office of the Public Defender, 13th Judicial Circuit
Tampa, Florida

August 18, 2015

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 Defenders Office, 13th 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 2016-17 Fiscal Year. This submission has been approved by Julianne M. Holt, Public Defender.

A handwritten signature in cursive script that reads "Vivian Challen".

Vivian Challen
CIO/Finance Director

Enclosure

HEADQUARTERS
2725 JUDGE FRAN JAMIESON WAY
BUILDING E
VIERA, FLORIDA 32940-6605
TELEPHONE: (321) 617-7373

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

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

BLAISE TRETTIS
PUBLIC DEFENDER

Office of the Public Defender, 18th Judicial Circuit
Viera, Florida 32940

September 15, 2015

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 Public Defender, Eighteenth Judicial Circuit is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2016-2017 fiscal year. This submission has been approved by Robert Blaise Trettis, Public Defender.



R. Blaise Trettis,
Public Defender, 18th Judicial Circuit

WILLIAM "BILL" EDDINS
STATE ATTORNEY



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

OFFICE OF
STATE ATTORNEY
FIRST JUDICIAL CIRCUIT OF FLORIDA

September 15, 2015

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 2016-2017 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 2016-17 Fiscal Year. This submission has been approved by William Eddins, State Attorney.

Sincerely,

A handwritten signature in cursive script, appearing to read "William Eddins".

William Eddins
State Attorney

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

Polk, Highlands, and Hardee Counties

Main Office

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



Lakeland Branch Office

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

Winter Haven Branch Office

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

FY 2016-2017 LEGISLATIVE BUDGET REQUEST

September 15, 2015

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, 10th 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 2016-2017 Fiscal Year. This submission has been approved by Jerry Hill, State Attorney.

Sincerely,

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

Sam Cardinale
Executive Director



STATE ATTORNEY

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

KATHERINE FERNANDEZ RUNDLE
STATE ATTORNEY

TELEPHONE (305) 547-0100

LEGISLATIVE BUDGET REQUEST FY 2016-2017 September 15, 2015

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 2016-17 Fiscal Year. This submission has been approved by Katherine Fernandez Rundle, State Attorney.

Sincerely,

KATHERINE FERNANDEZ RUNDLE
State Attorney

By:

A handwritten signature in blue ink, appearing to read "T. Mannelli", written over a horizontal line.

Ted Mannelli
Executive Director



State Attorney

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

FY 2016-2017 LEGISLATIVE BUDGET REQUEST

Justice Administrative Commission
Tallahassee, FL

September 15, 2015

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, 13th 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 2016-17 Fiscal Year. This submission has been approved by W. E. Donahoe, Executive Director.

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

W. E. Donahoe
Executive Director

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

Stephen B. Russell

State Attorney

LEGISLATIVE BUDGET REQUEST

September 15, 2015

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, 20th 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 2016-17 Fiscal Year. This submission has been approved by Debbie Stanbro, Executive Director.

Sincerely,

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

Debbie Stanbro
Executive Director

Telephone:
(850) 487-0922

Fax:
(850) 487-0927



ROBERT FRIEDMAN
CAPITAL COLLATERAL REGIONAL COUNSEL
NORTHERN REGION

OFFICE OF THE
CAPITAL COLLATERAL REGIONAL COUNSEL
NORTHERN REGION

175 Salem Court
Tallahassee, FL 32301

FY 2016-2017 LEGISLATIVE BUDGET REQUEST

Capital Collateral Regional Counsel – Northern Region
Tallahassee, FL

September 15, 2015

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 Capital Collateral Regional Counsel – Northern Region is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2016-17 Fiscal Year. This submission has been approved by Robert S. Friedman as the Capital Collateral Regional Counsel – Northern Region.

A handwritten signature in blue ink, appearing to be "R. Friedman".

Robert S. Friedman
Capital Collateral Regional Counsel – North



FY 2016-17
Legislative Budget Request

Department Level
Exhibits and Schedules

Justice Administration

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

SCHEDULE VII: Agency Litigation Inventory

Agency:	Criminal Conflict & Civil Regional Counsel, Third Region of Florida		
Contact Person:	Eugene F. Zenobi	Phone Number:	305-679-6550
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Abe A. Bailey v. Criminal Conflict & Civil Regional Counsel, Third Region of Florida		
Court with Jurisdiction:	United States District Court, Southern District of Florida		
Case Number:			
Summary of the Complaint:	Unlawful termination based on age race and color		
Amount of Claim:	Total sum \$3,445,000.00		
Specific Statutes or Laws (including GAA) Challenged	Title VII, §1983, FRCA, ADEA,		
Status of the Case:	ongoing		
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	
	x	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).			

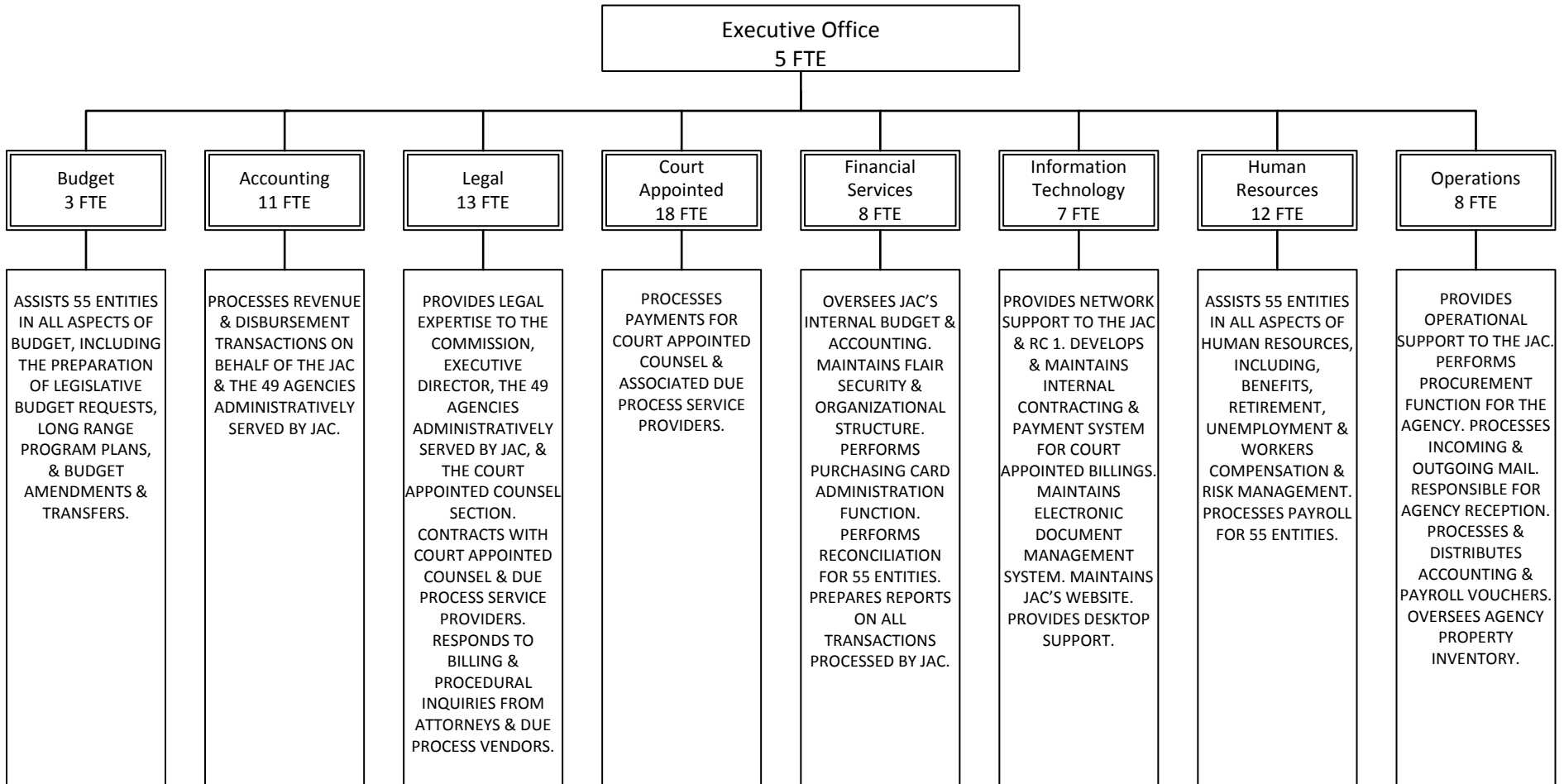
JUSTICE ADMINISTRATIVE COMMISSION

Effective July 1, 2015

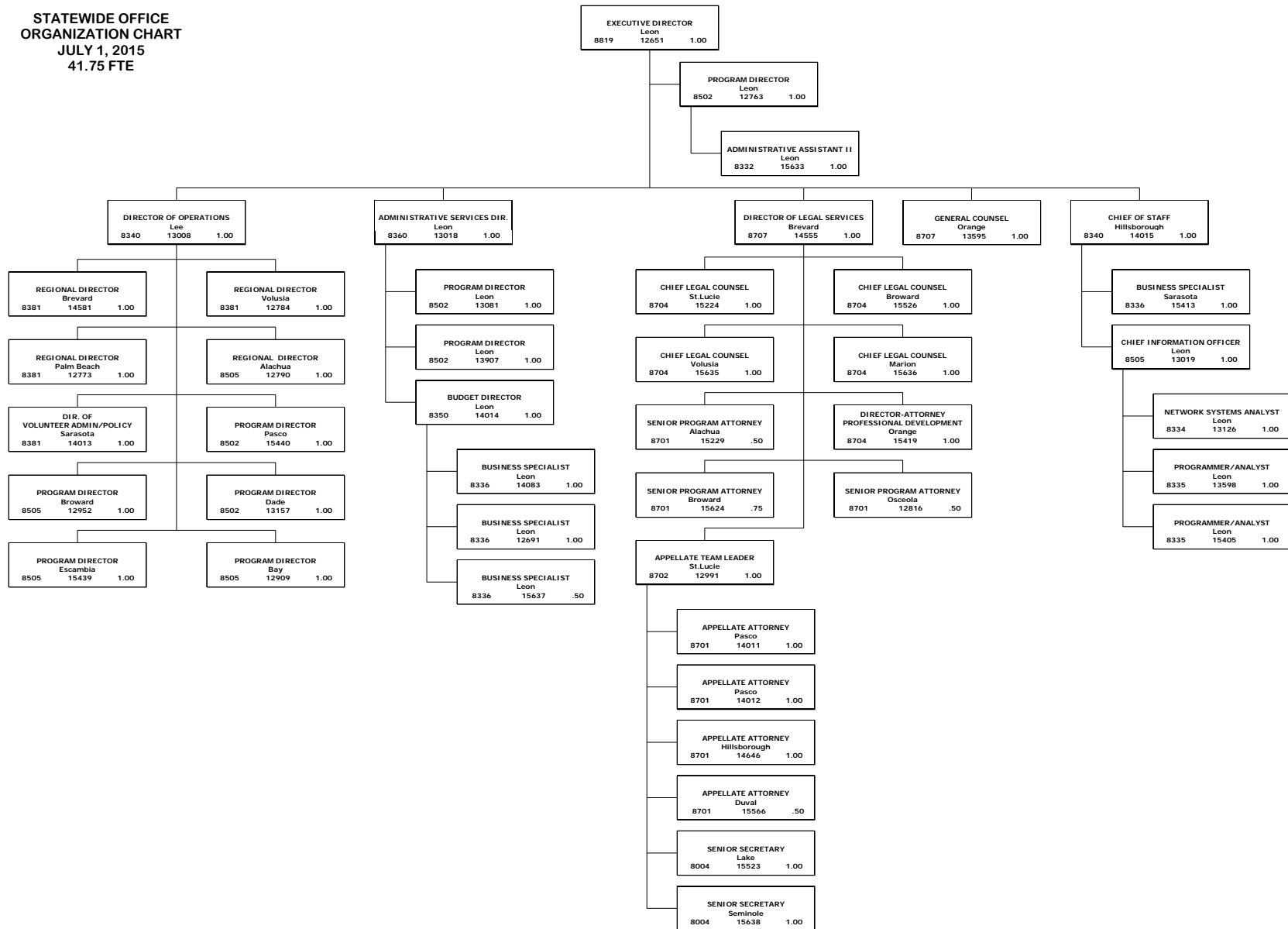
COMMISSIONERS

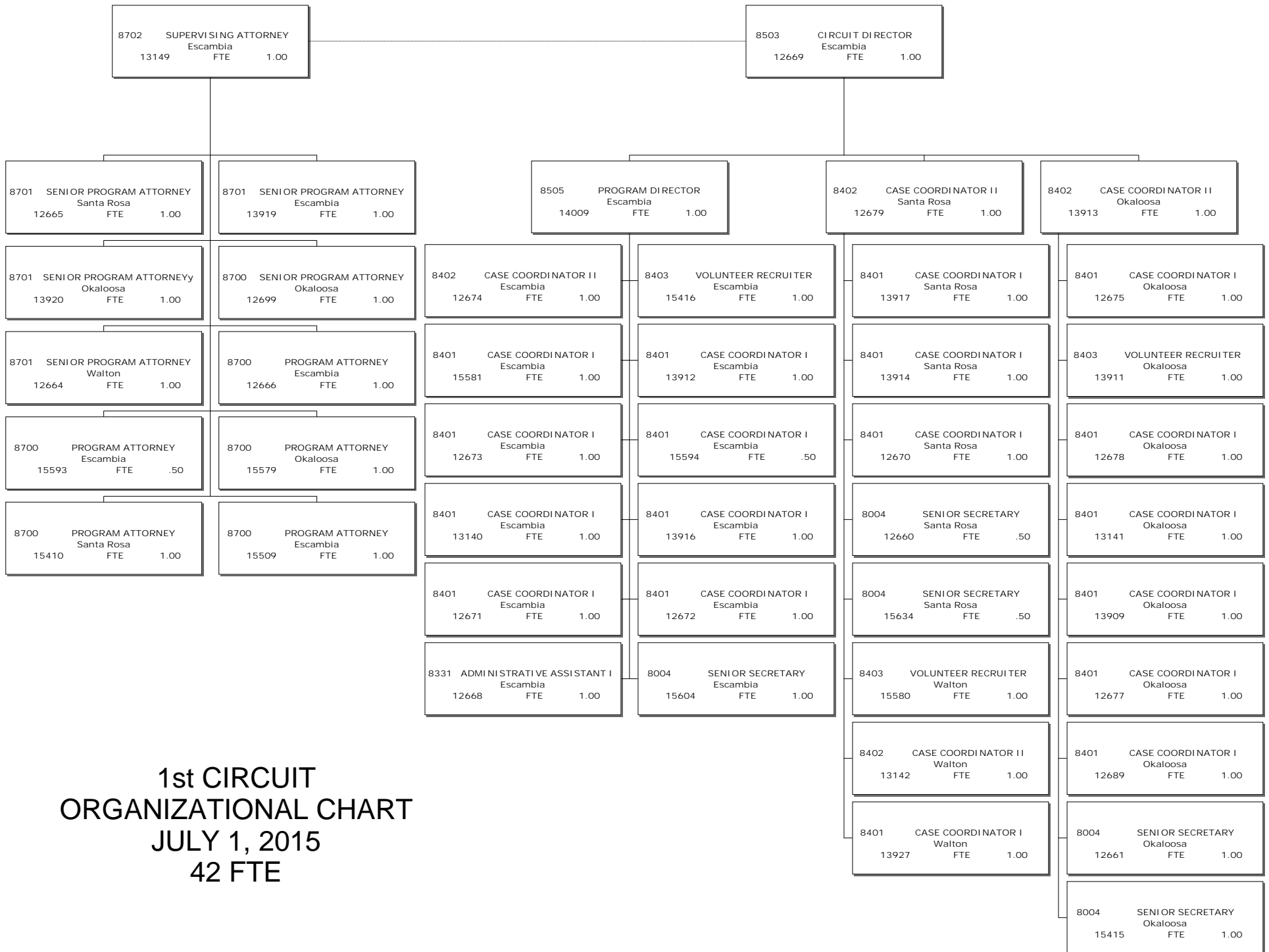
BRAD KING, CHAIR, STATE ATTORNEY, FIFTH JUDICIAL CIRCUIT
 DIAMOND R. LITTY, PUBLIC DEFENDER, NINETEENTH JUDICIAL CIRCUIT
 JERRY HILL, STATE ATTORNEY, TENTH JUDICIAL CIRCUIT
 KATHLEEN A. SMITH, PUBLIC DEFENDER, TWENTIETH JUDICIAL CIRCUIT

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.



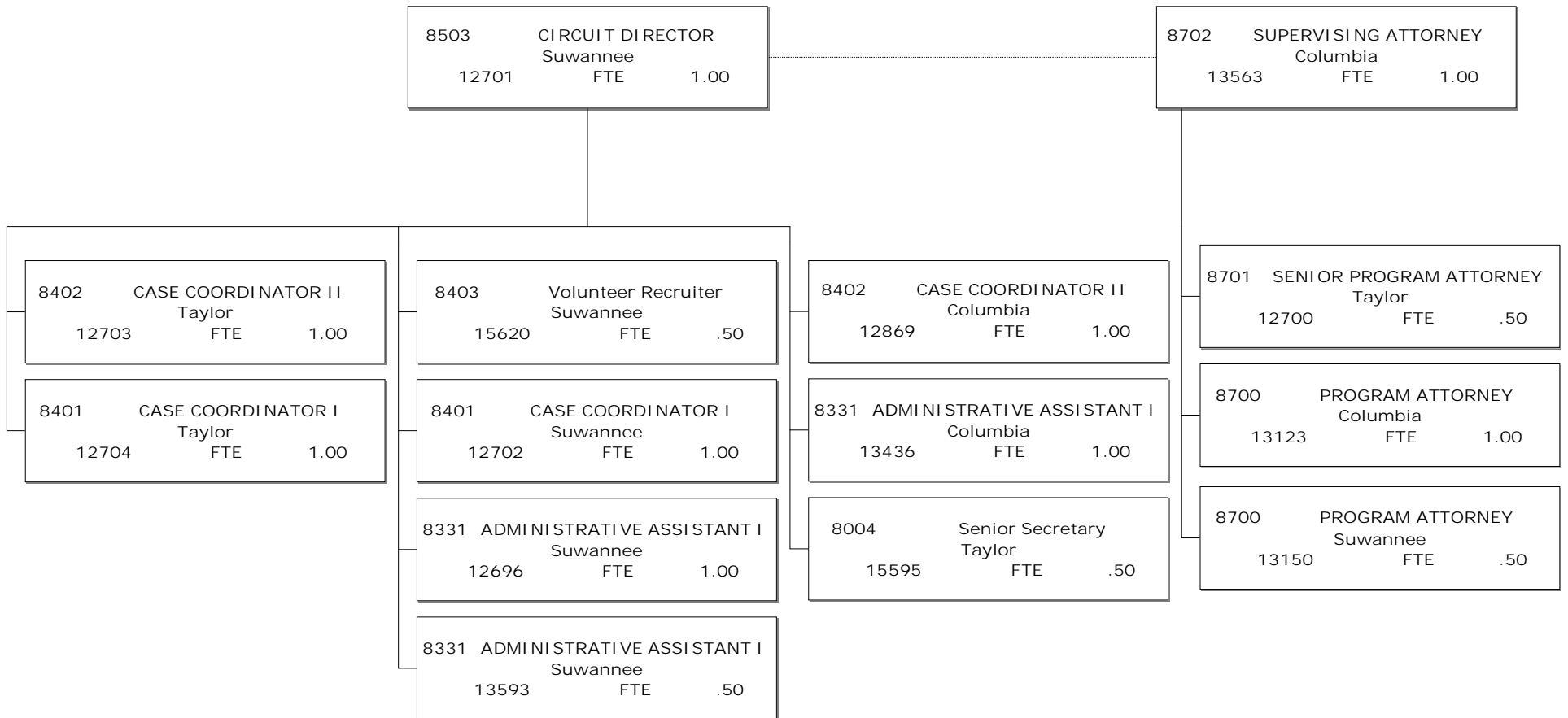
**STATEWIDE OFFICE
ORGANIZATION CHART
JULY 1, 2015
41.75 FTE**

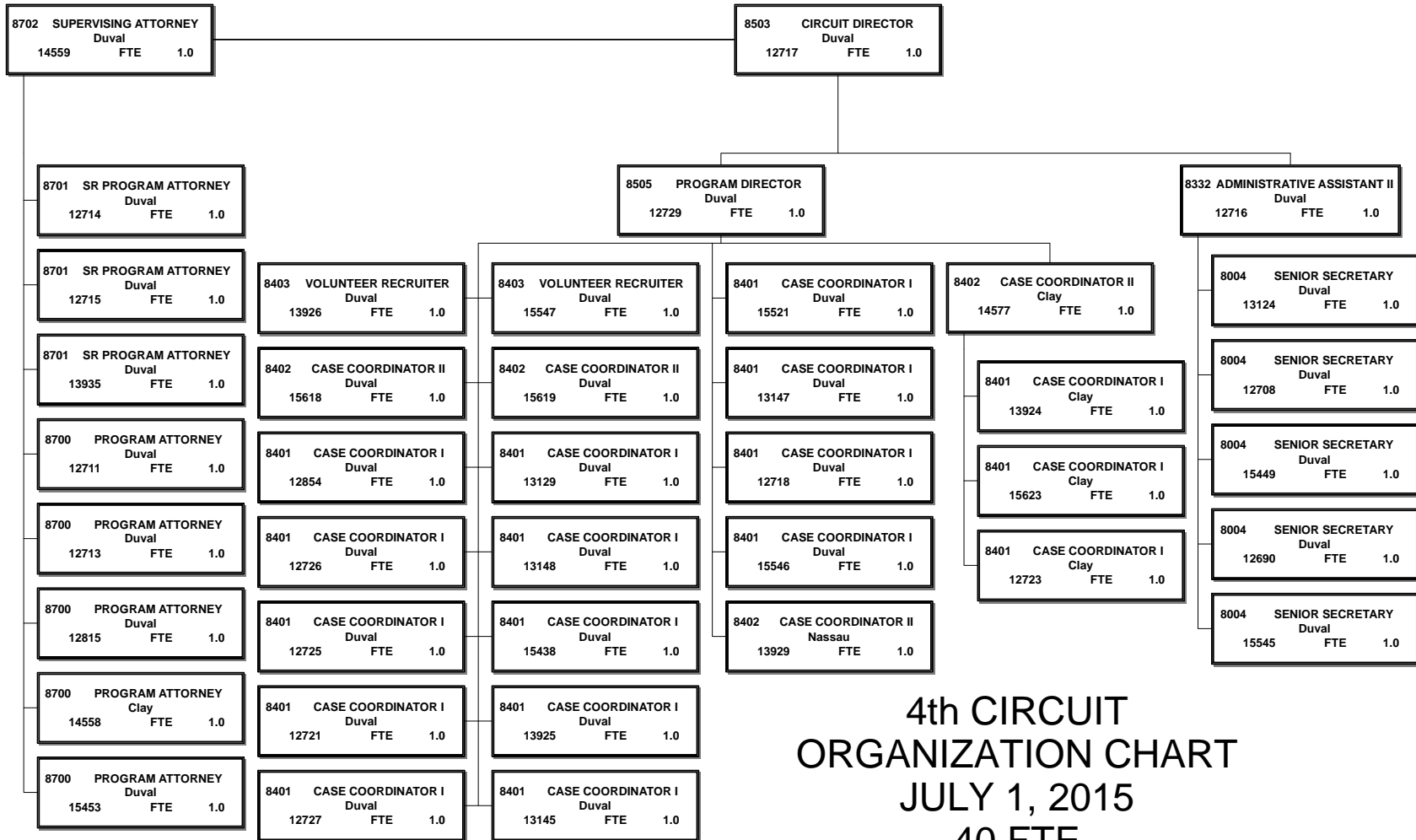




1st CIRCUIT
 ORGANIZATIONAL CHART
 JULY 1, 2015
 42 FTE

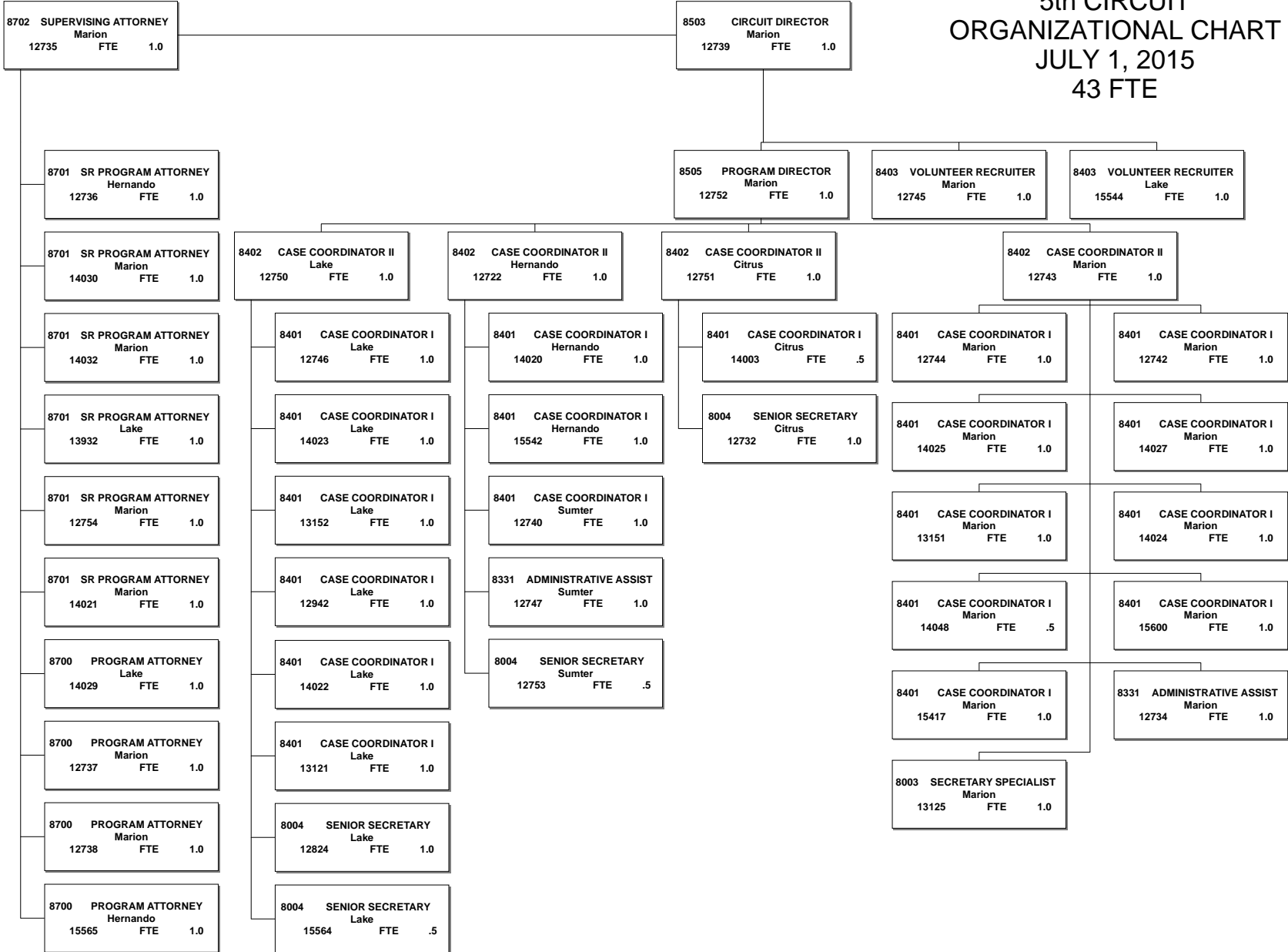
3rd CIRCUIT ORGANIZATIONAL CHART JULY 1, 2015 11.5 FTE



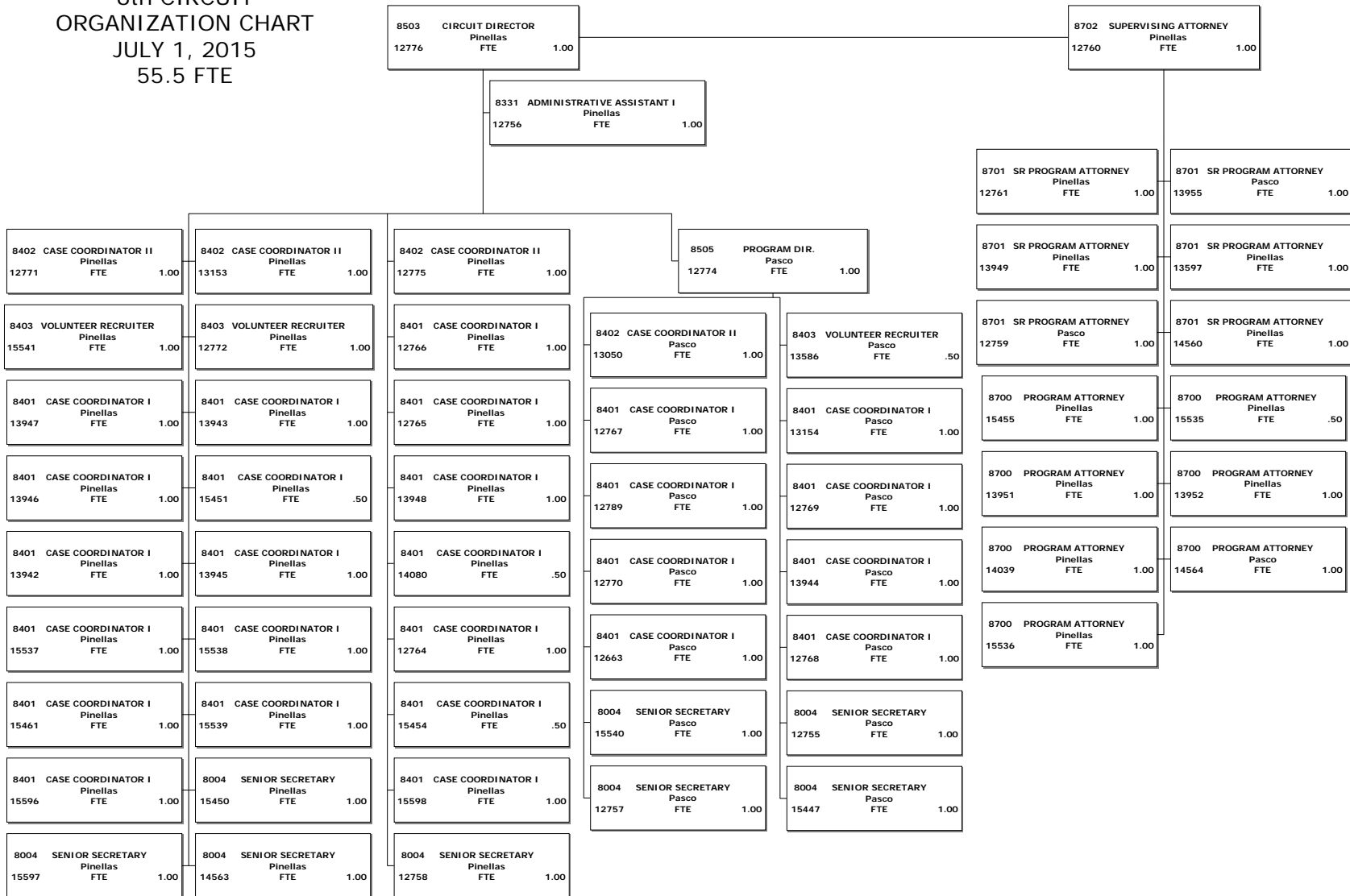


4th CIRCUIT
 ORGANIZATION CHART
 JULY 1, 2015
 40 FTE

**5th CIRCUIT
ORGANIZATIONAL CHART
JULY 1, 2015
43 FTE**

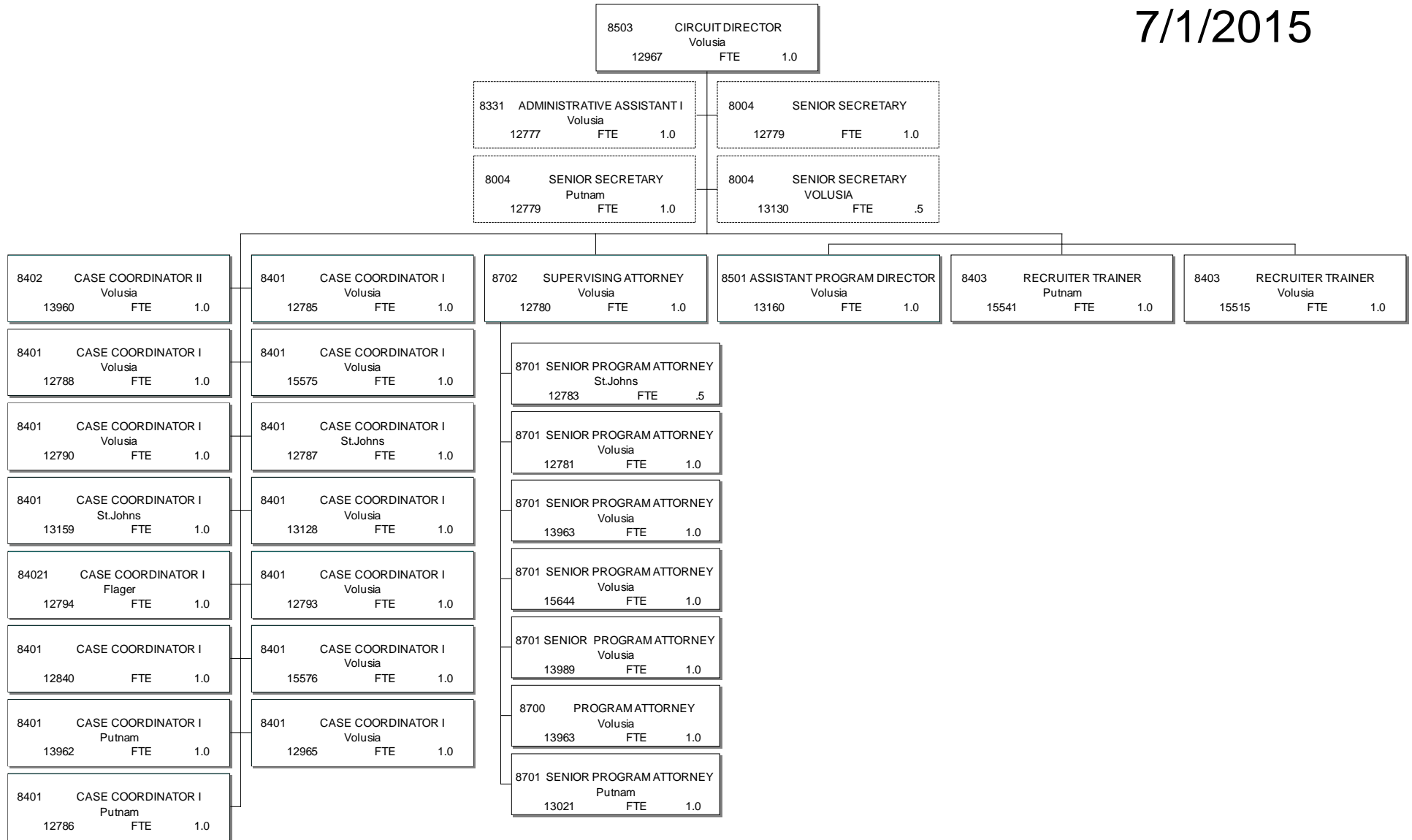


6th CIRCUIT
 ORGANIZATION CHART
 JULY 1, 2015
 55.5 FTE



7th Circuit Organizational Chart

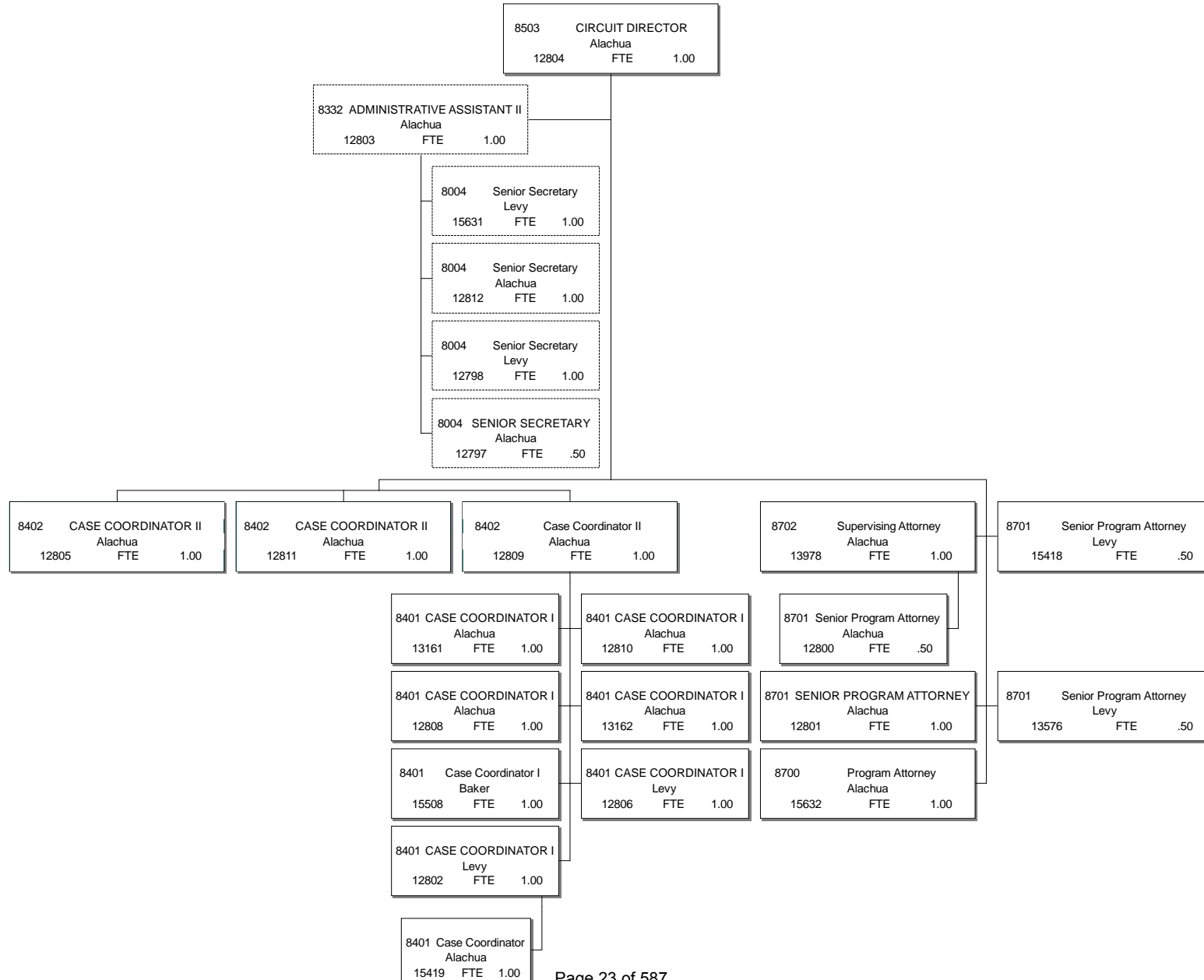
FTE: 30
7/1/2015



8th Circuit Organizational Chart

FTE: 20

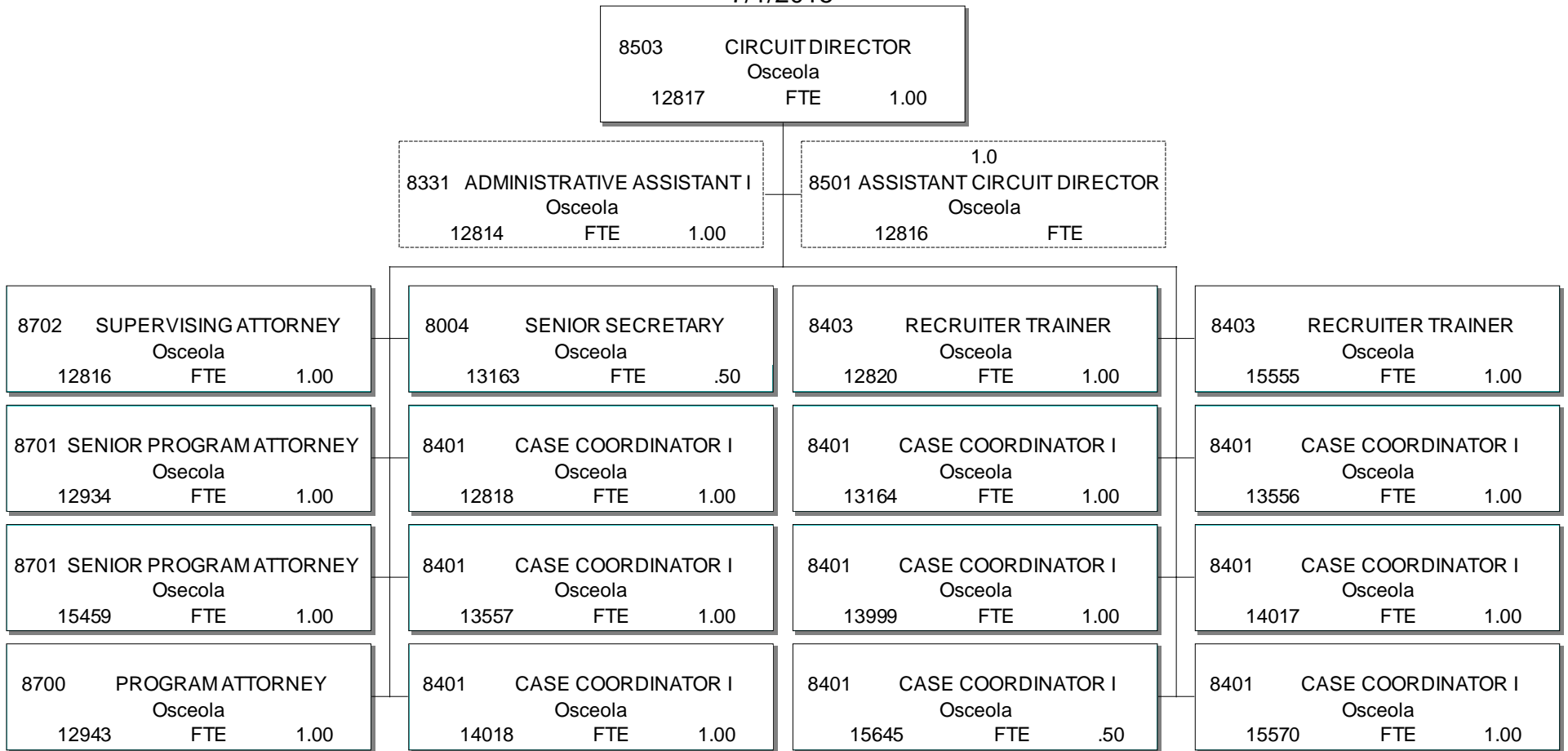
7/1/2015



9th Circuit Organizational Chart

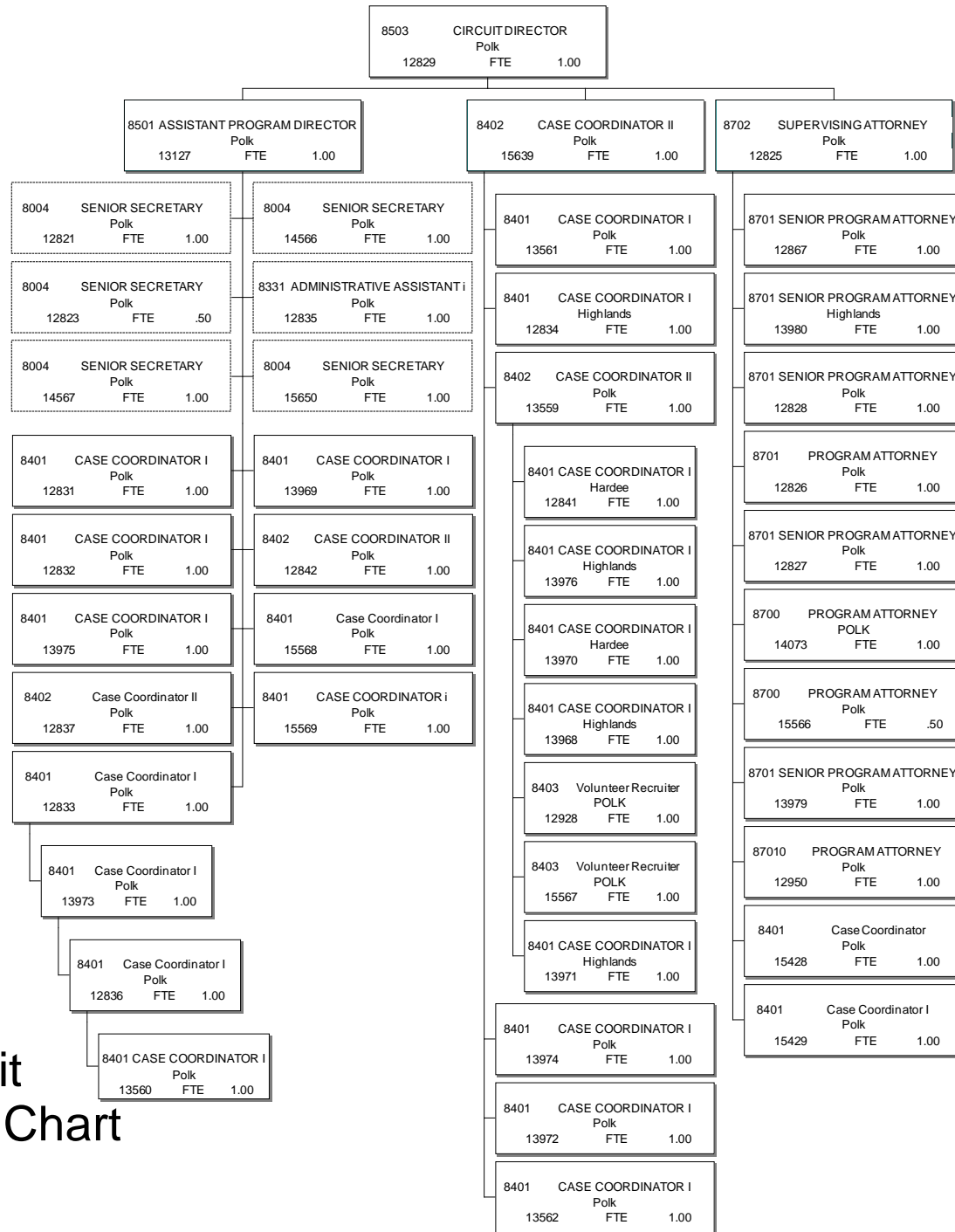
17 FTE

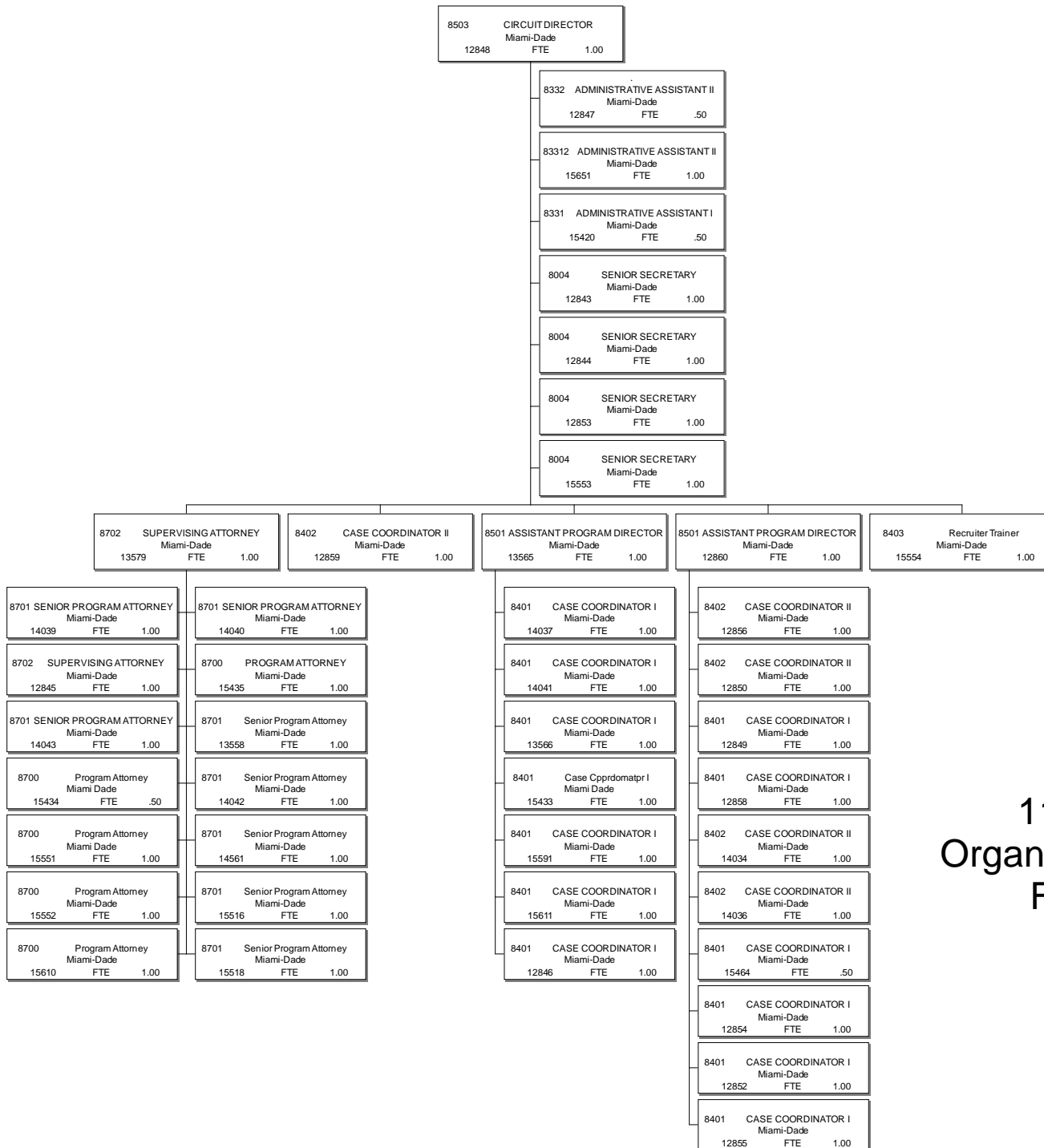
7/1/2015



10th Circuit Organizational Chart

FTE: 45
7/1/2015



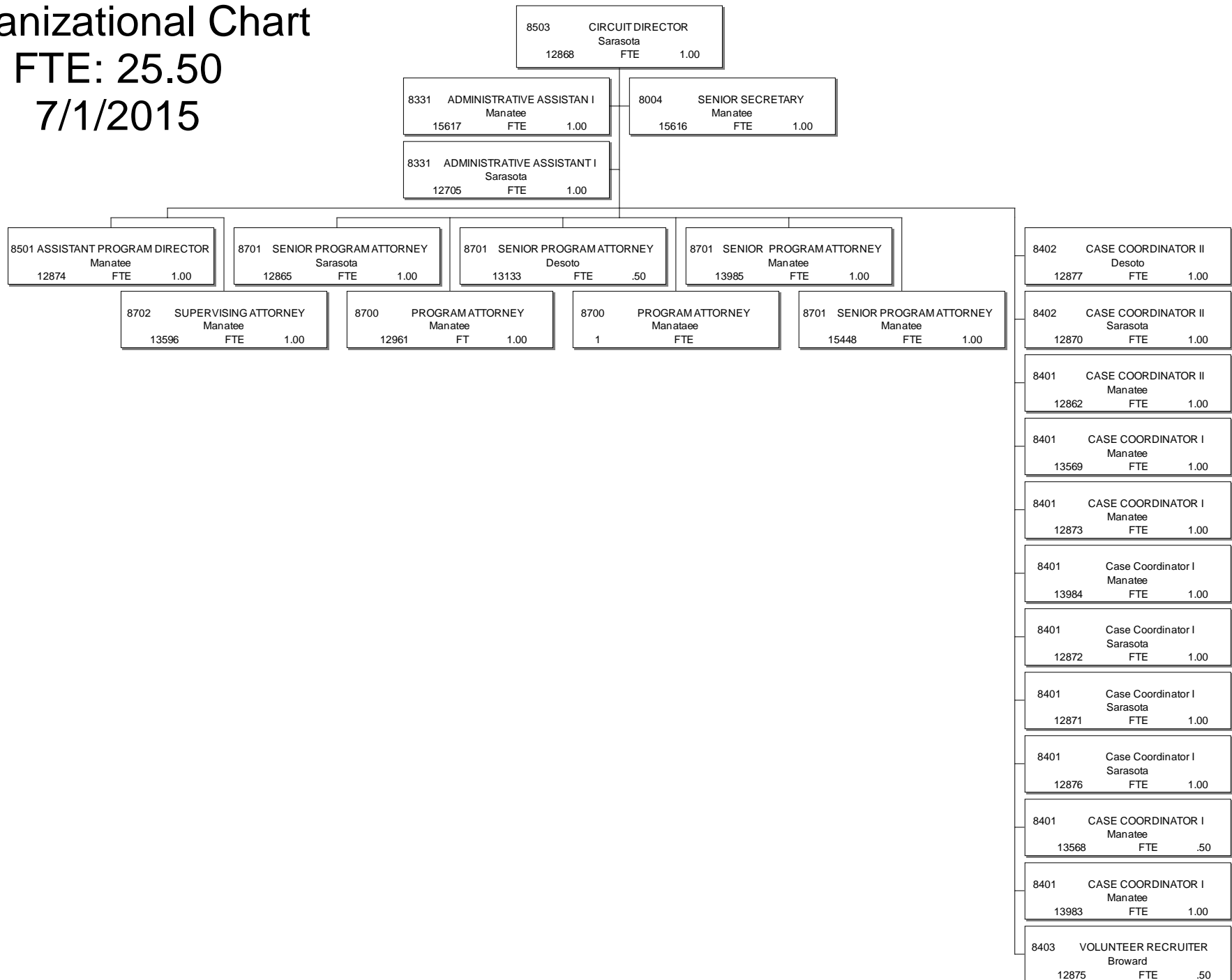


11th Circuit
 Organizational Chart
 FTE: 42.5
 7/1/2015

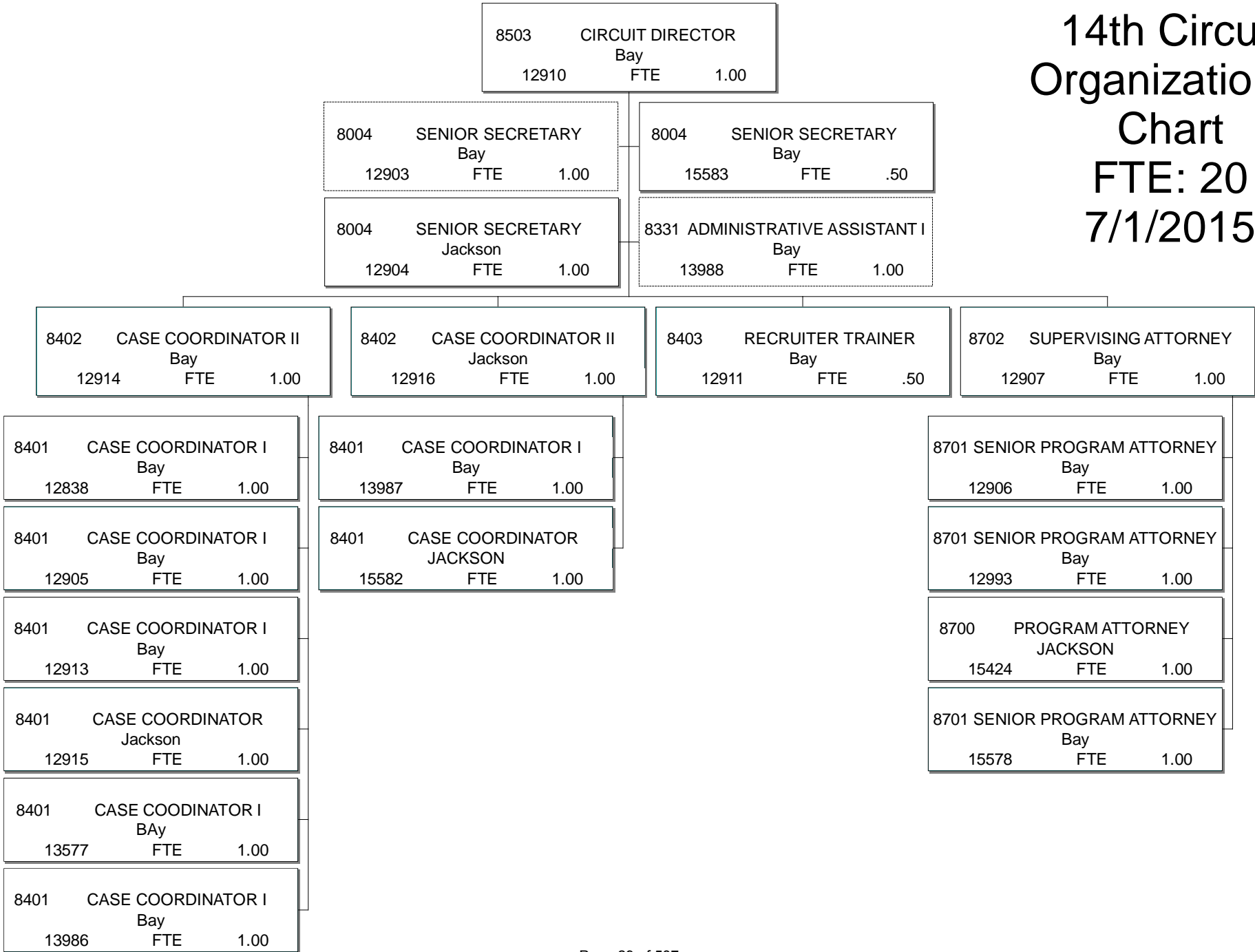
12th Circuit Organizational Chart

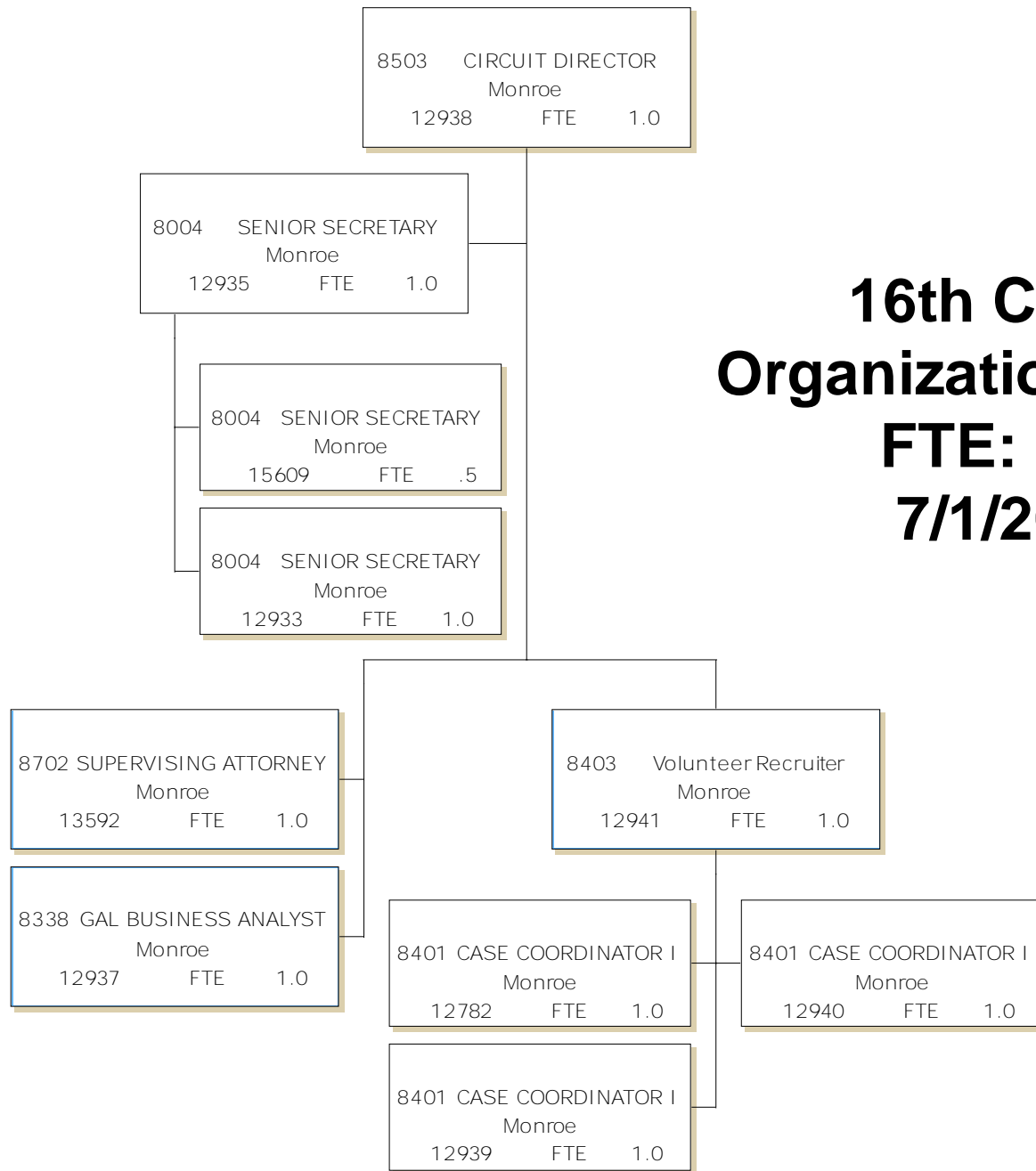
FTE: 25.50

7/1/2015



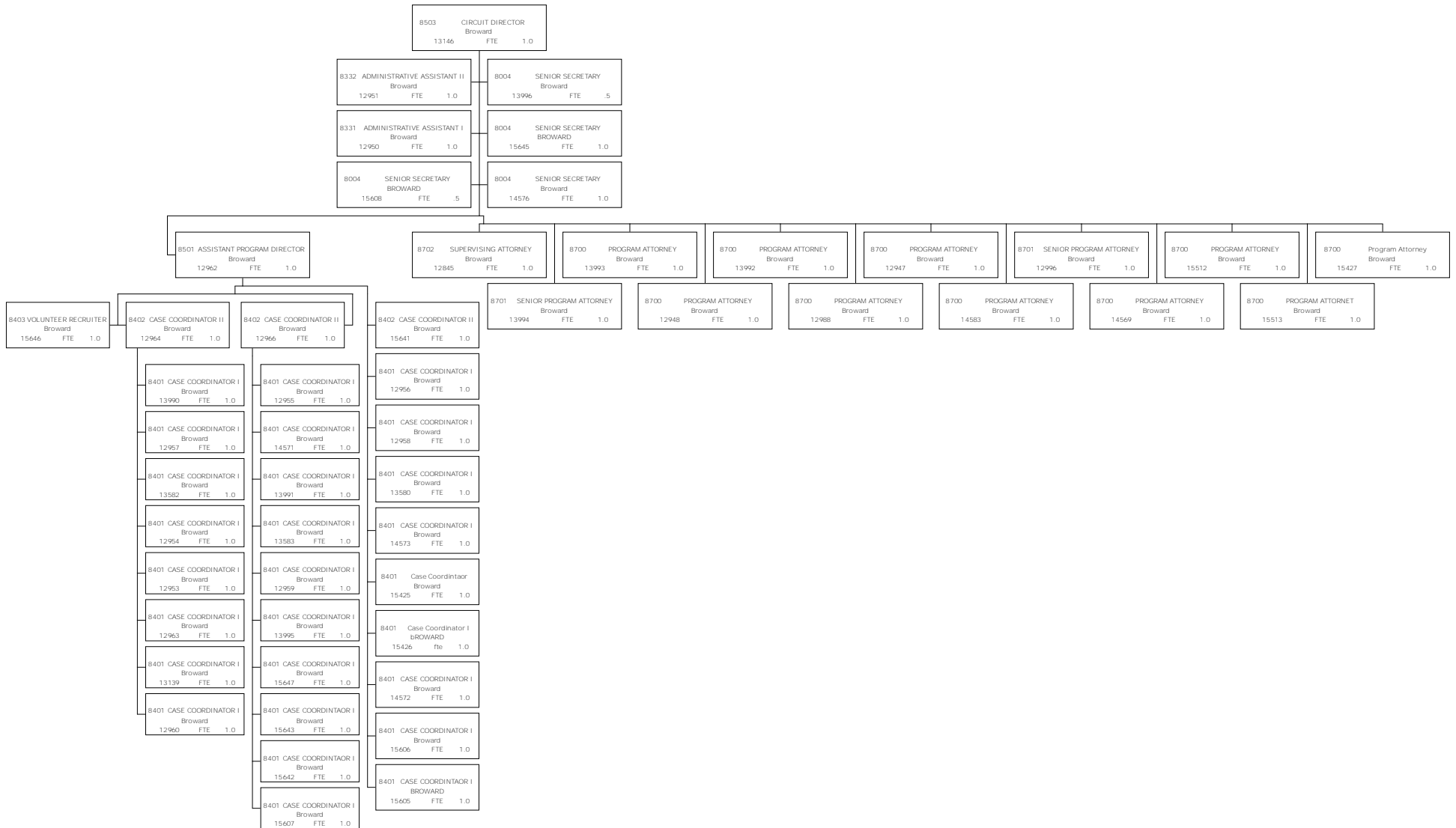
14th Circuit Organizational Chart FTE: 20 7/1/2015

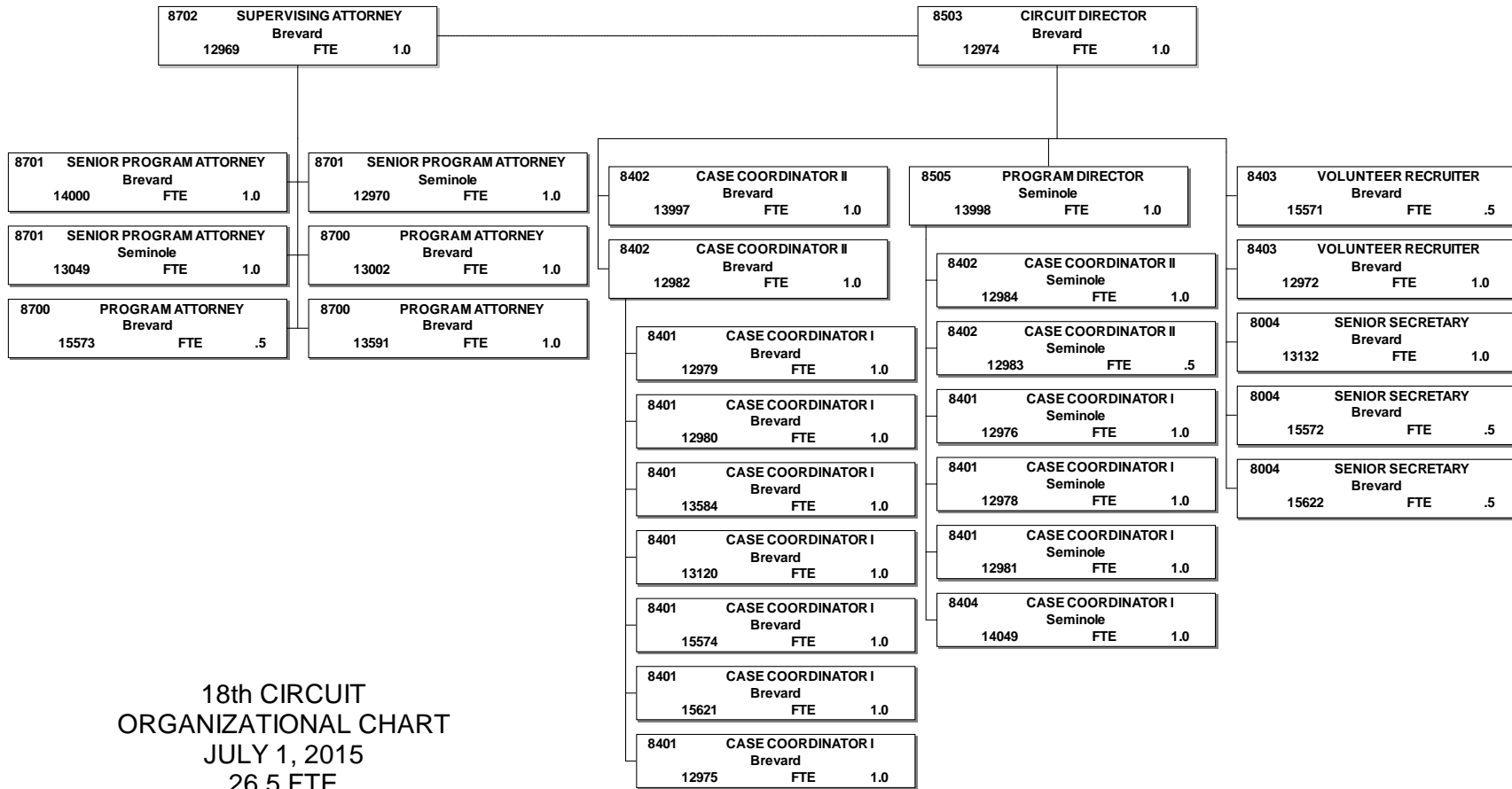




**16th Circuit
Organizational Chart
FTE: 9.50
7/1/2015**

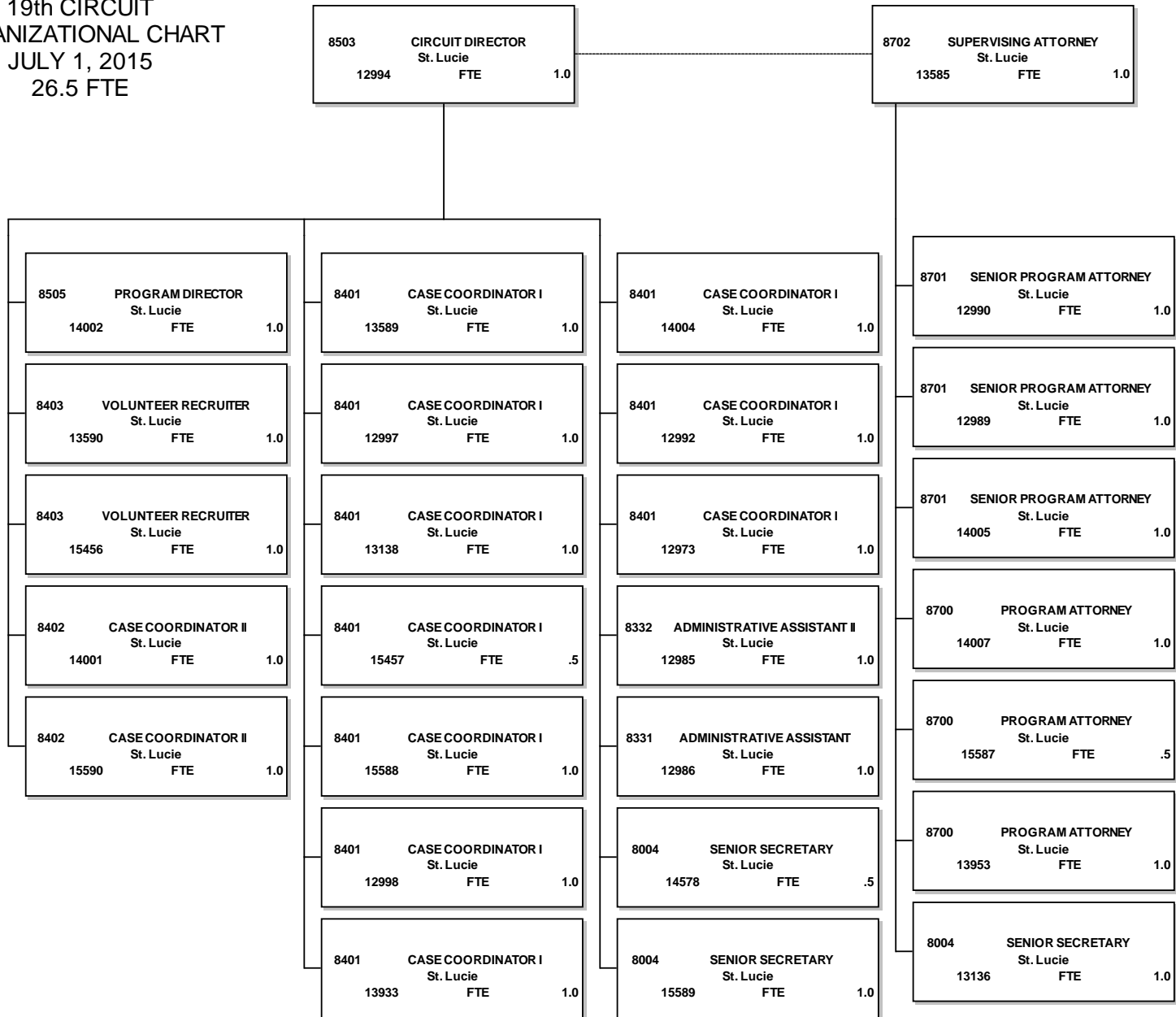
**17th Circuit
Organizational Chart
FTE: 53.50
7/1/2015**



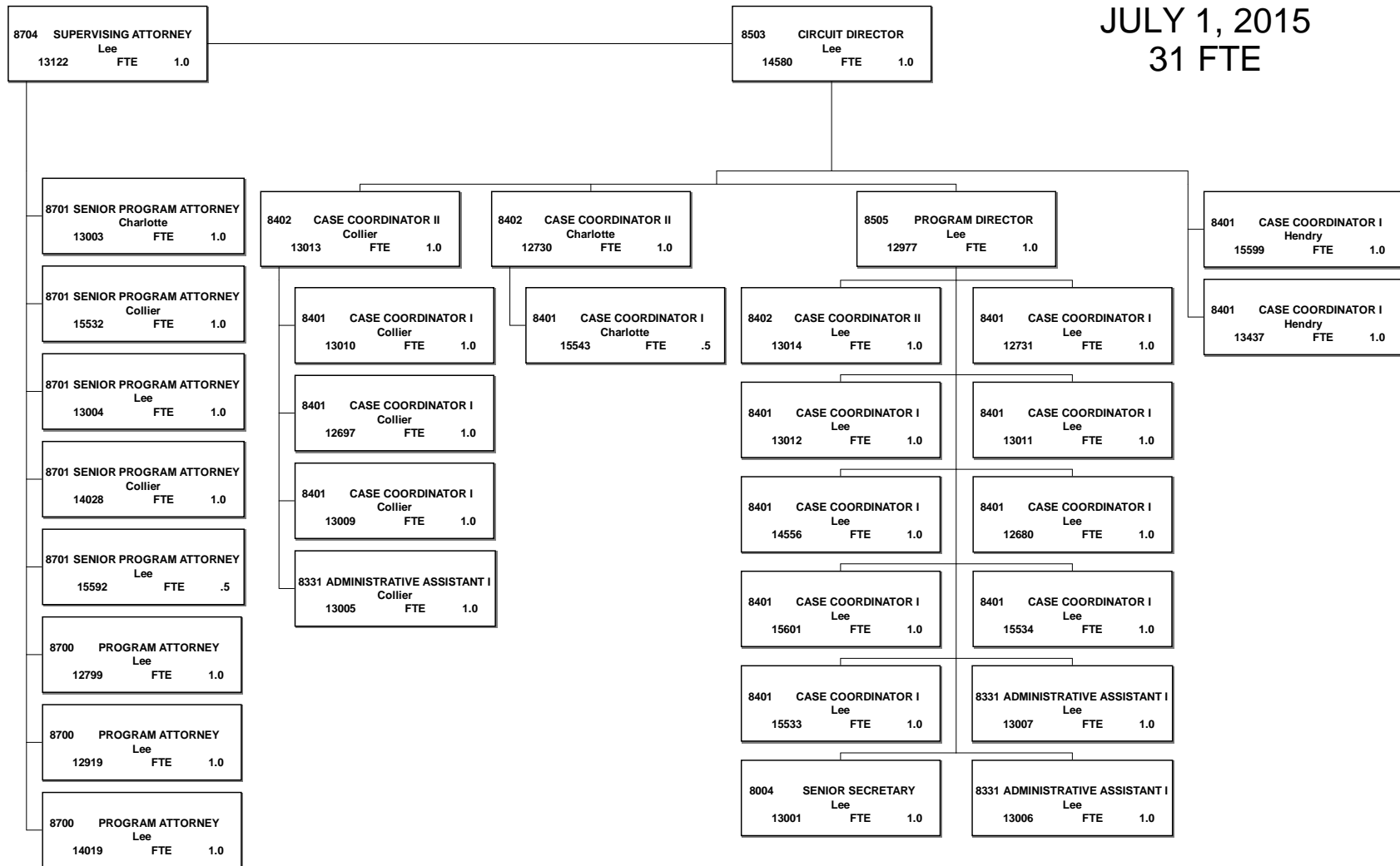


18th CIRCUIT
ORGANIZATIONAL CHART
JULY 1, 2015
26.5 FTE

19th CIRCUIT
 ORGANIZATIONAL CHART
 JULY 1, 2015
 26.5 FTE

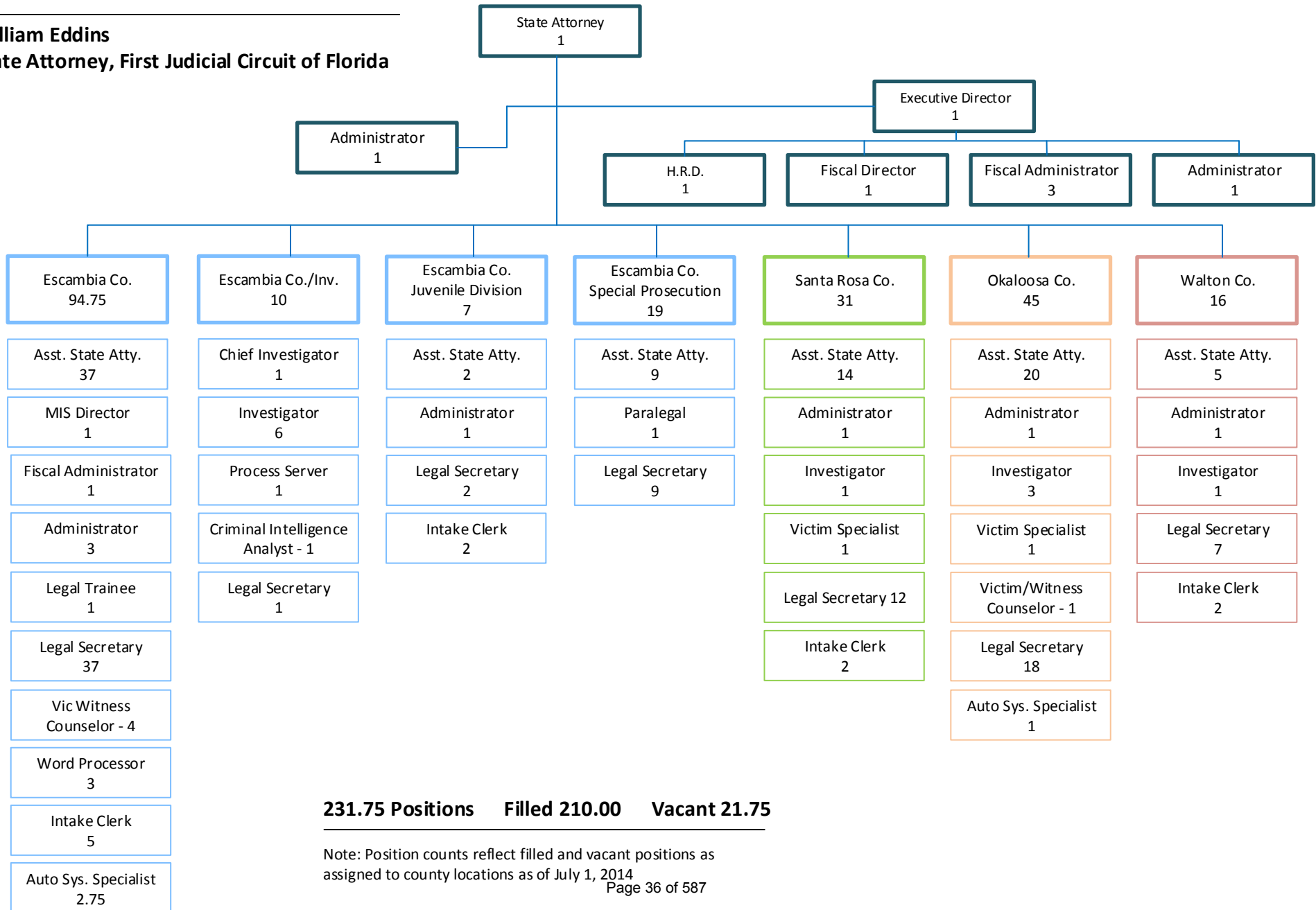


20th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2015 31 FTE



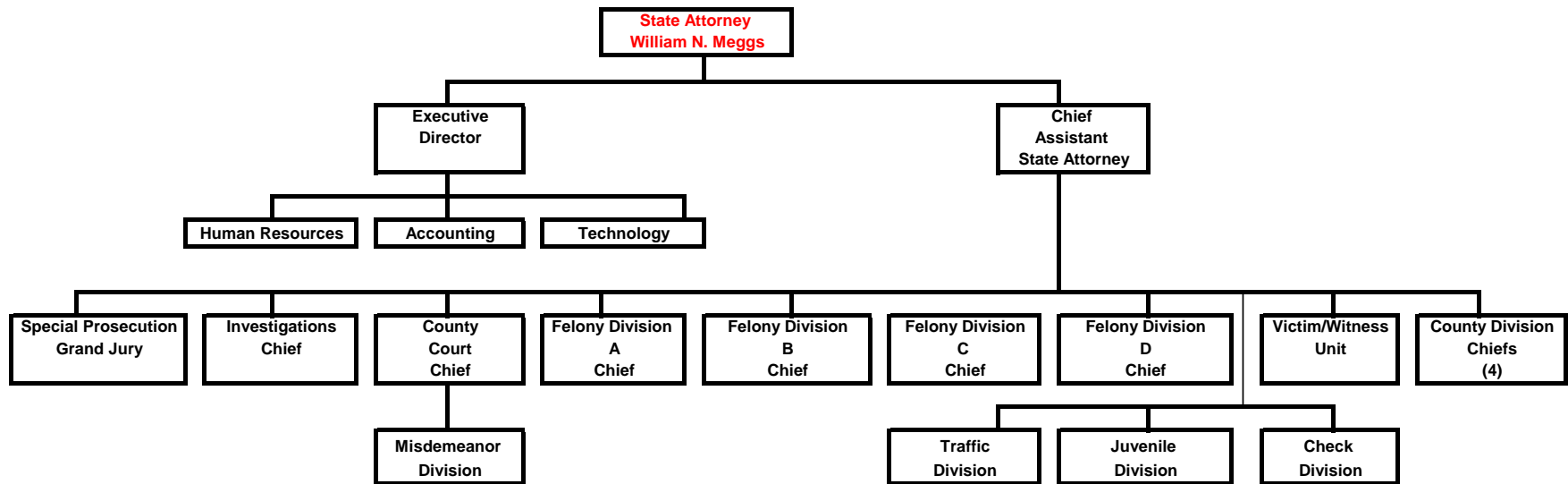
**Organizational Chart
July 1, 2015**

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



231.75 Positions Filled 210.00 Vacant 21.75

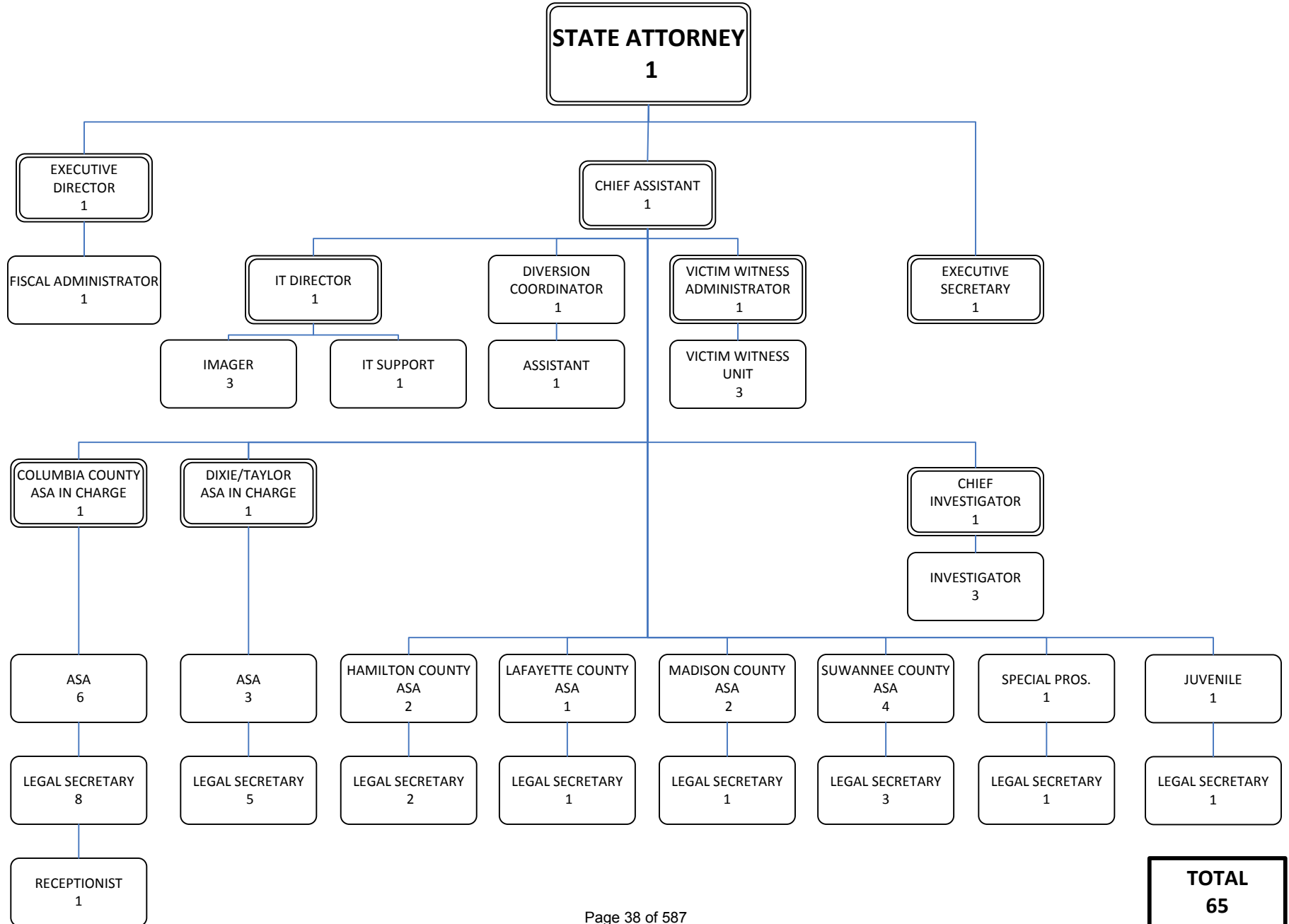
Note: Position counts reflect filled and vacant positions assigned to county locations as of July 1, 2014
Page 36 of 587



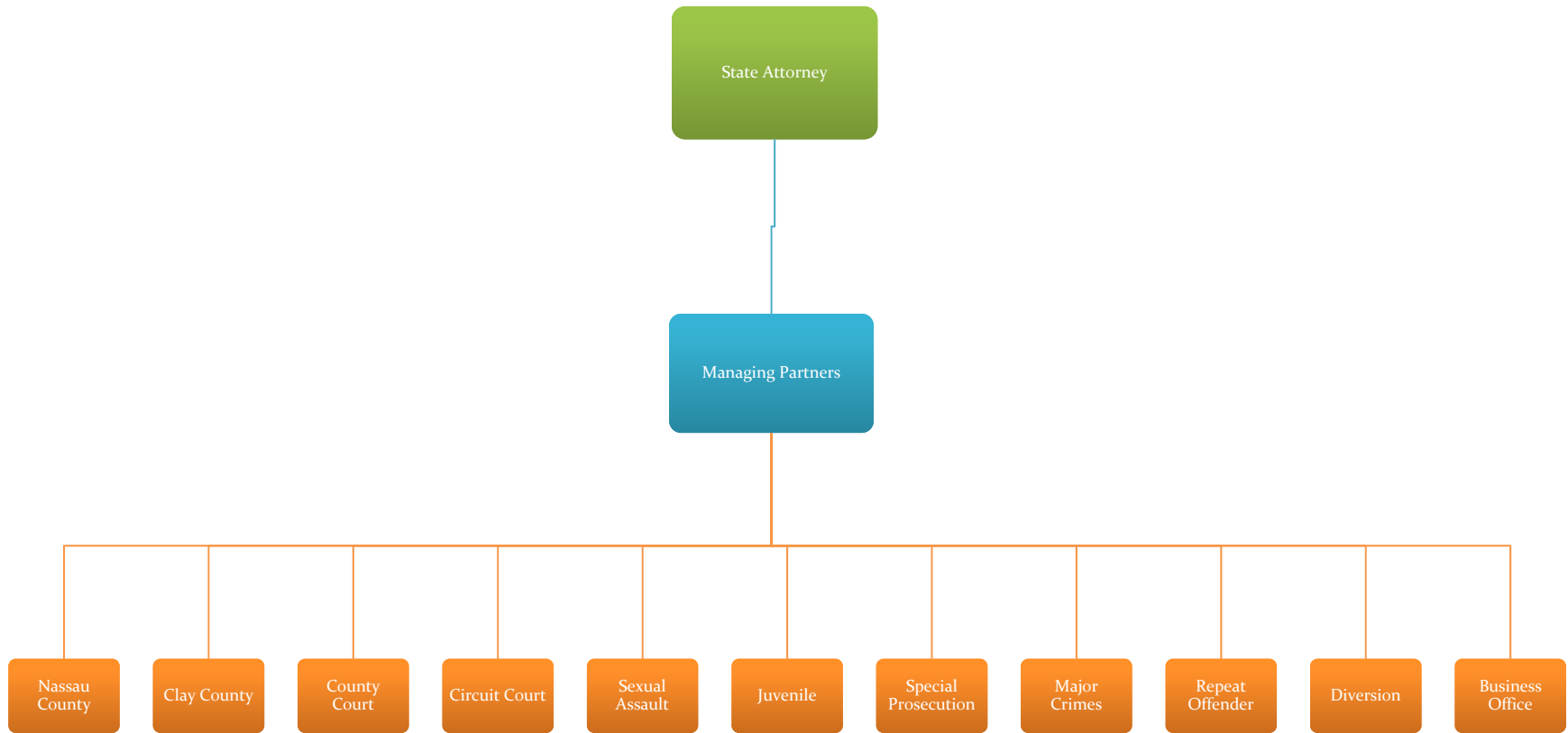
ORGANIZATIONAL CHART OFFICE OF THE STATE ATTORNEY THIRD JUDICIAL CIRCUIT

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

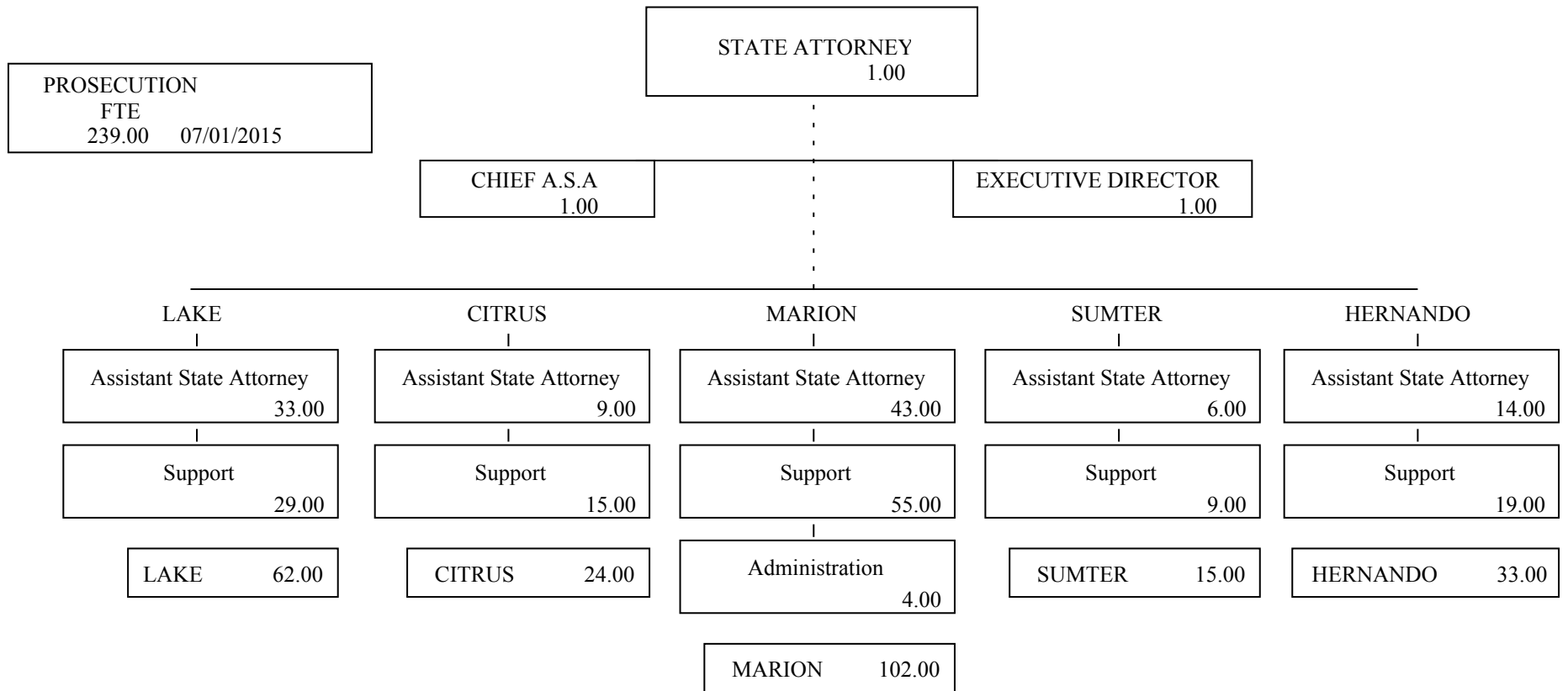
July 1, 2015



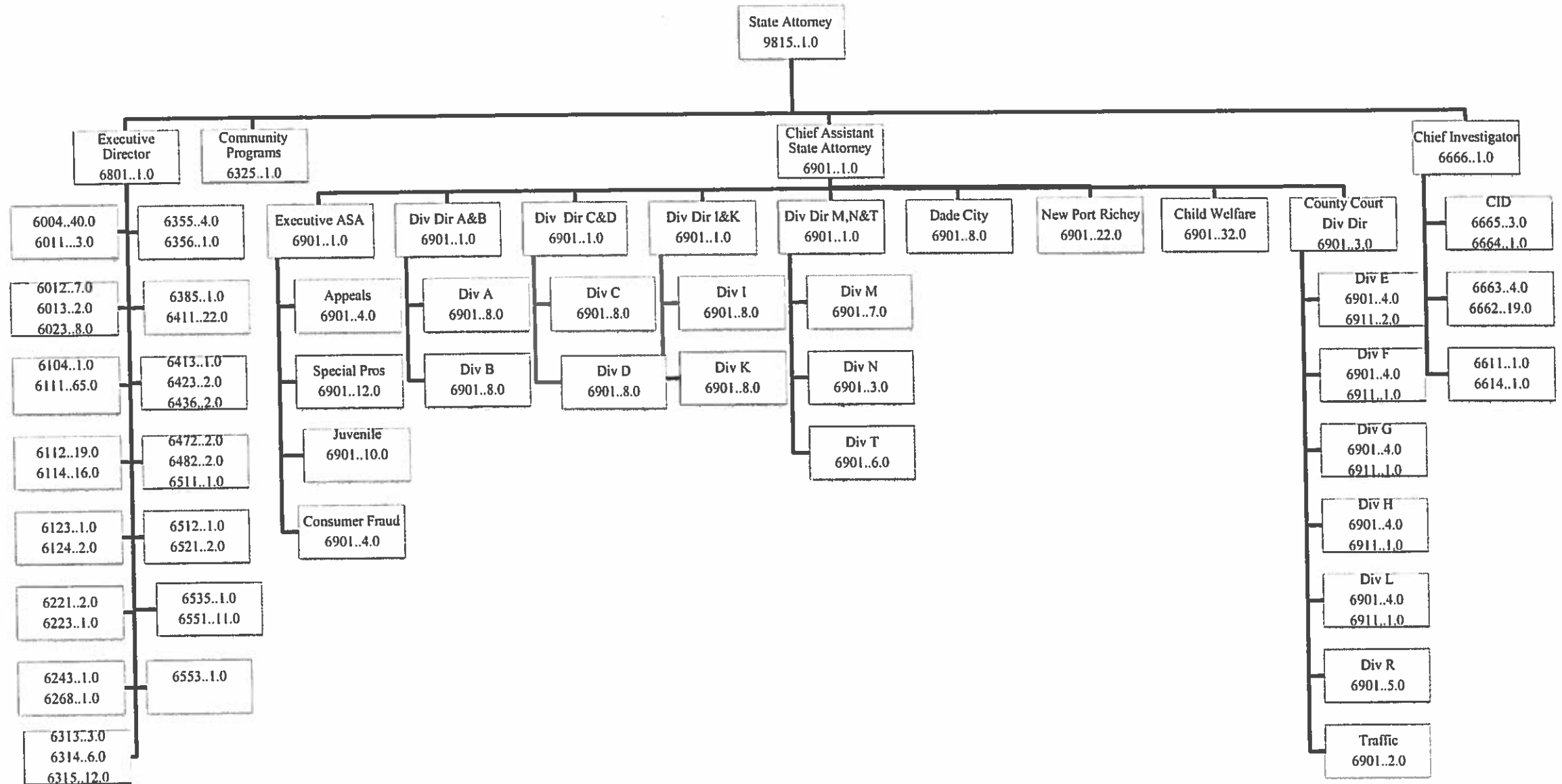
State Attorney's Office Fourth Judicial Circuit
July 1, 2015

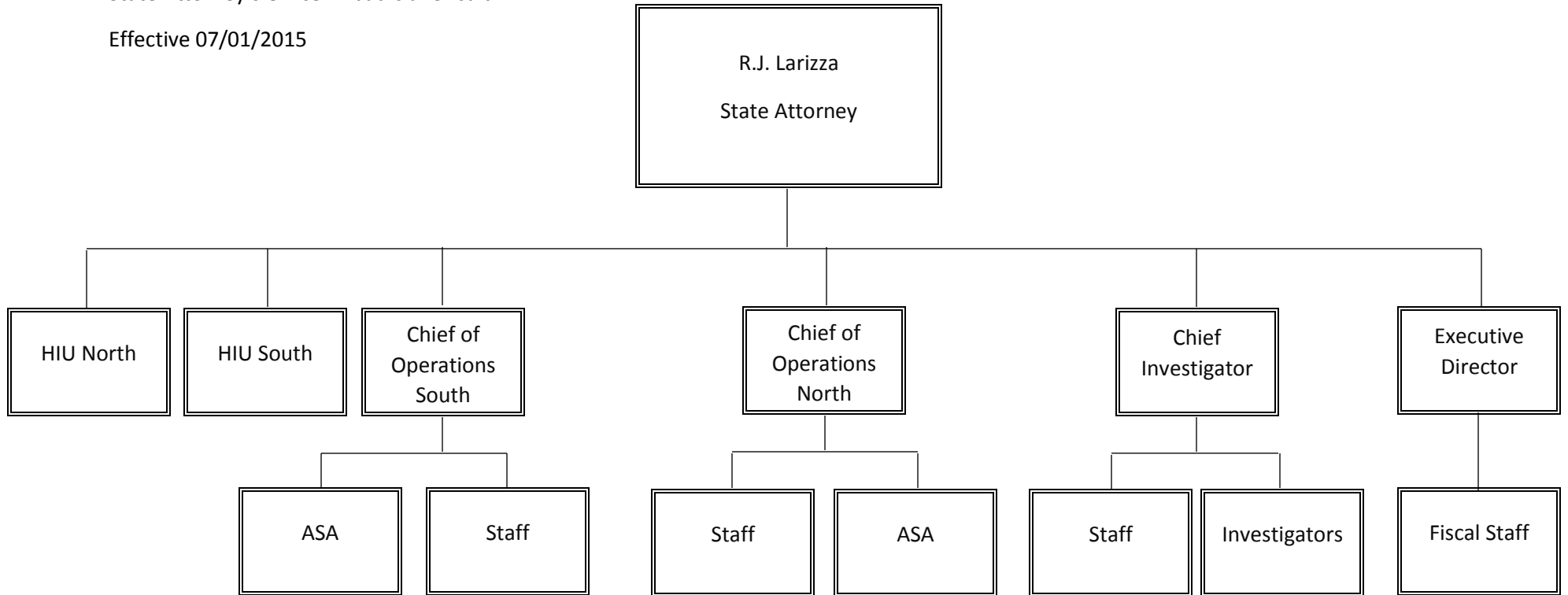


STATE ATTORNEY'S OFFICE, 5th JUDICIAL CIRCUIT

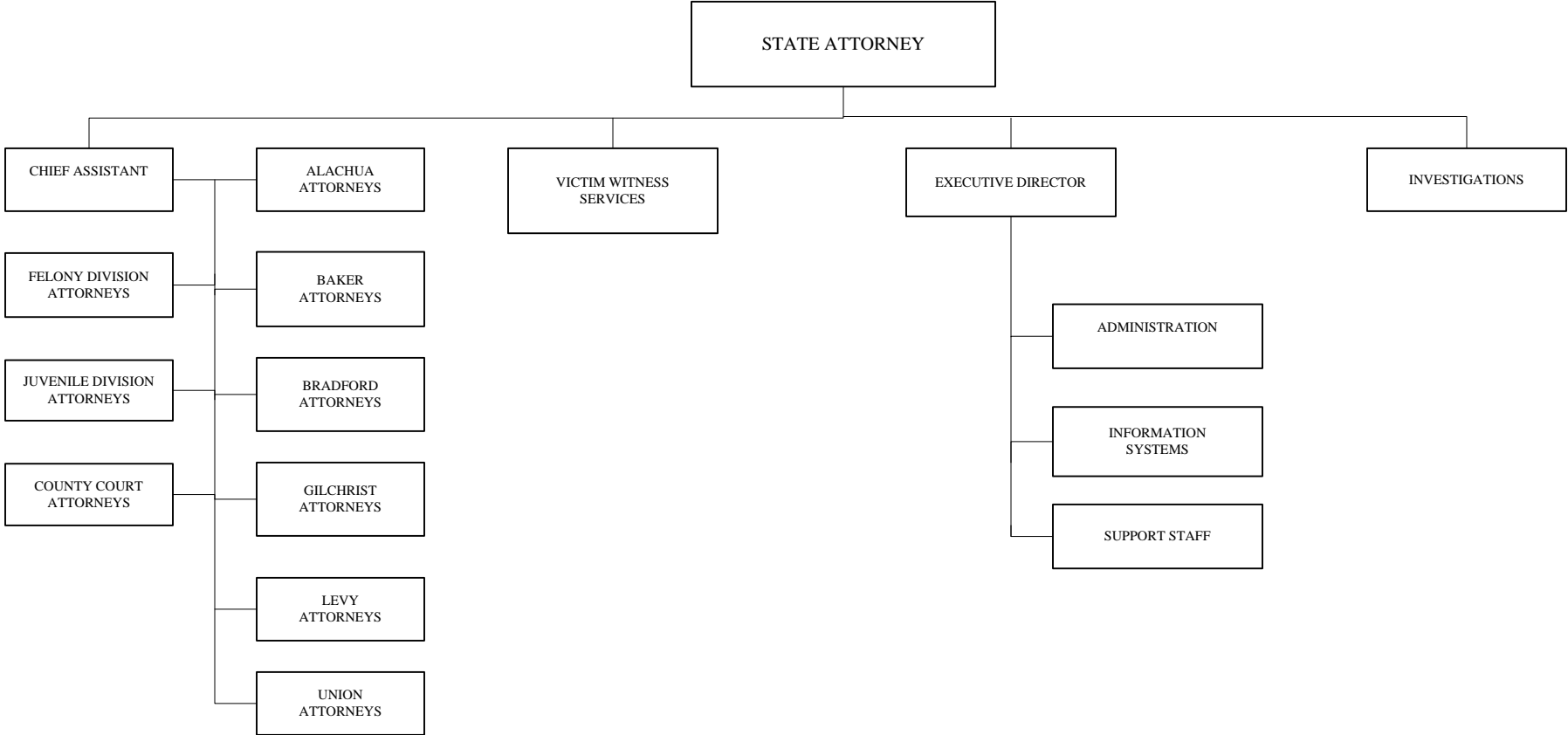


Schedule X
Organizational Structure
Office of the State Attorney - Sixth Judicial Circuit
Effective July 1, 2015

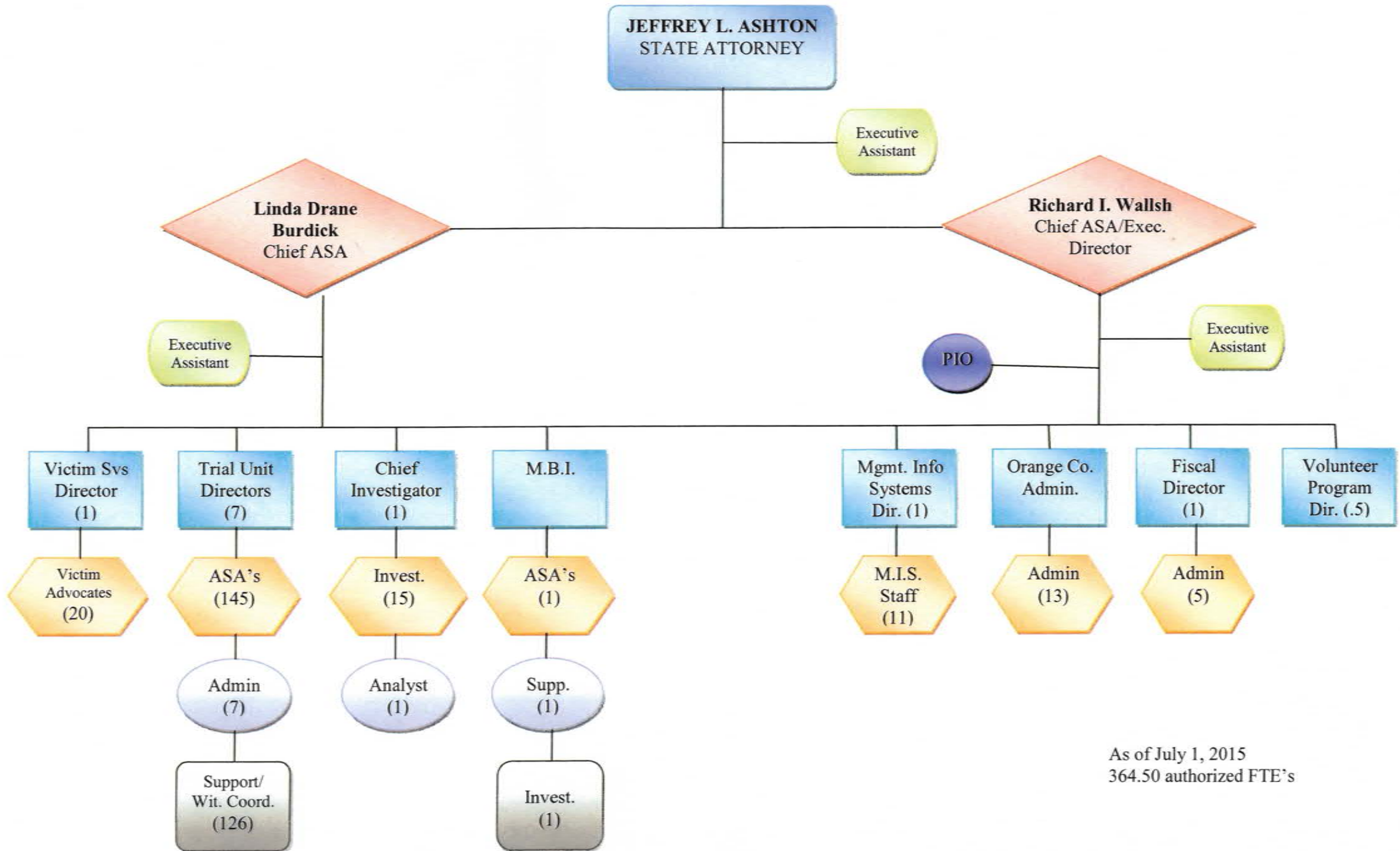




WILLIAM P. CERVONE
STATE ATTORNEY – EIGHTH CIRCUIT
ORGANIZATIONAL FLOW CHART

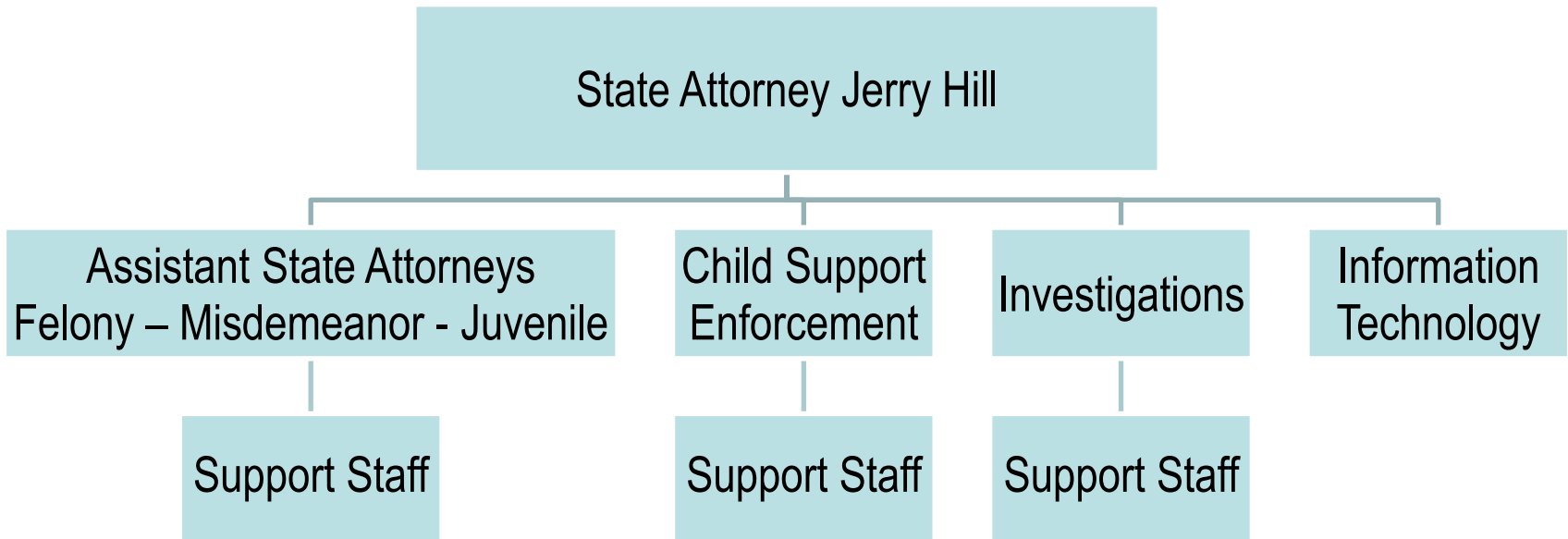


July 1, 2015



As of July 1, 2015
364.50 authorized FTE's

Office of the State Attorney 10th Judicial Circuit Organizational Chart

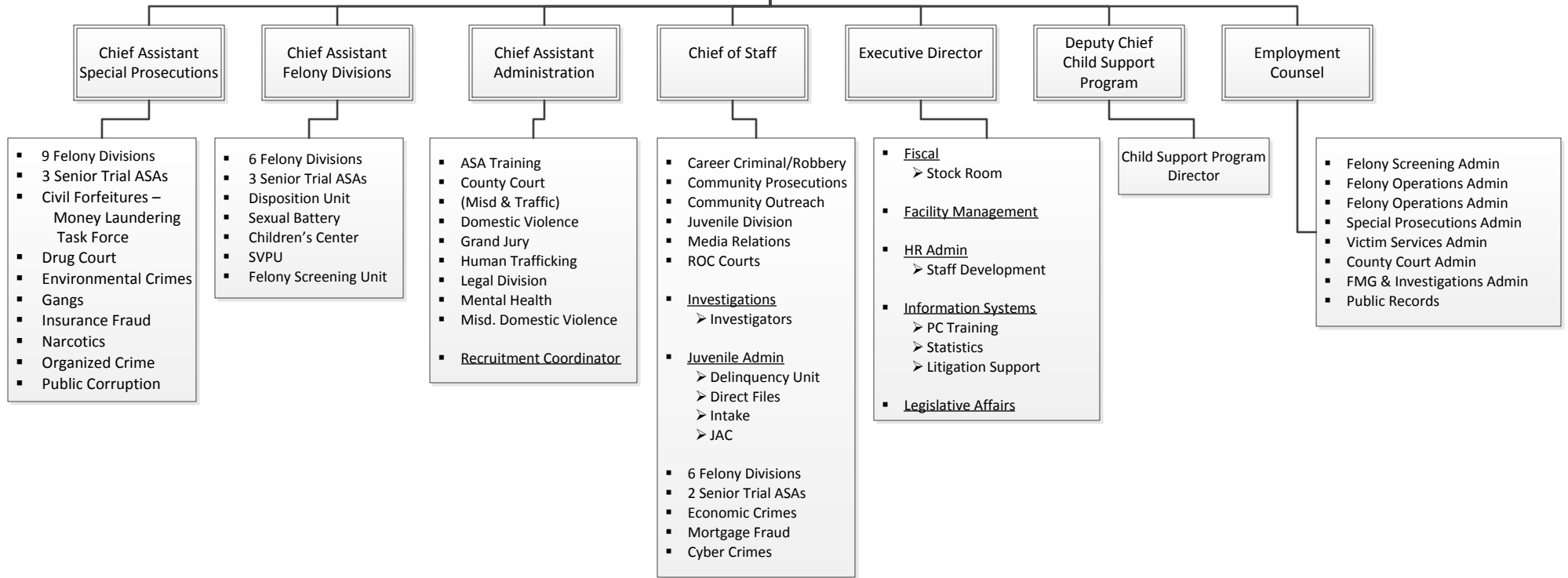


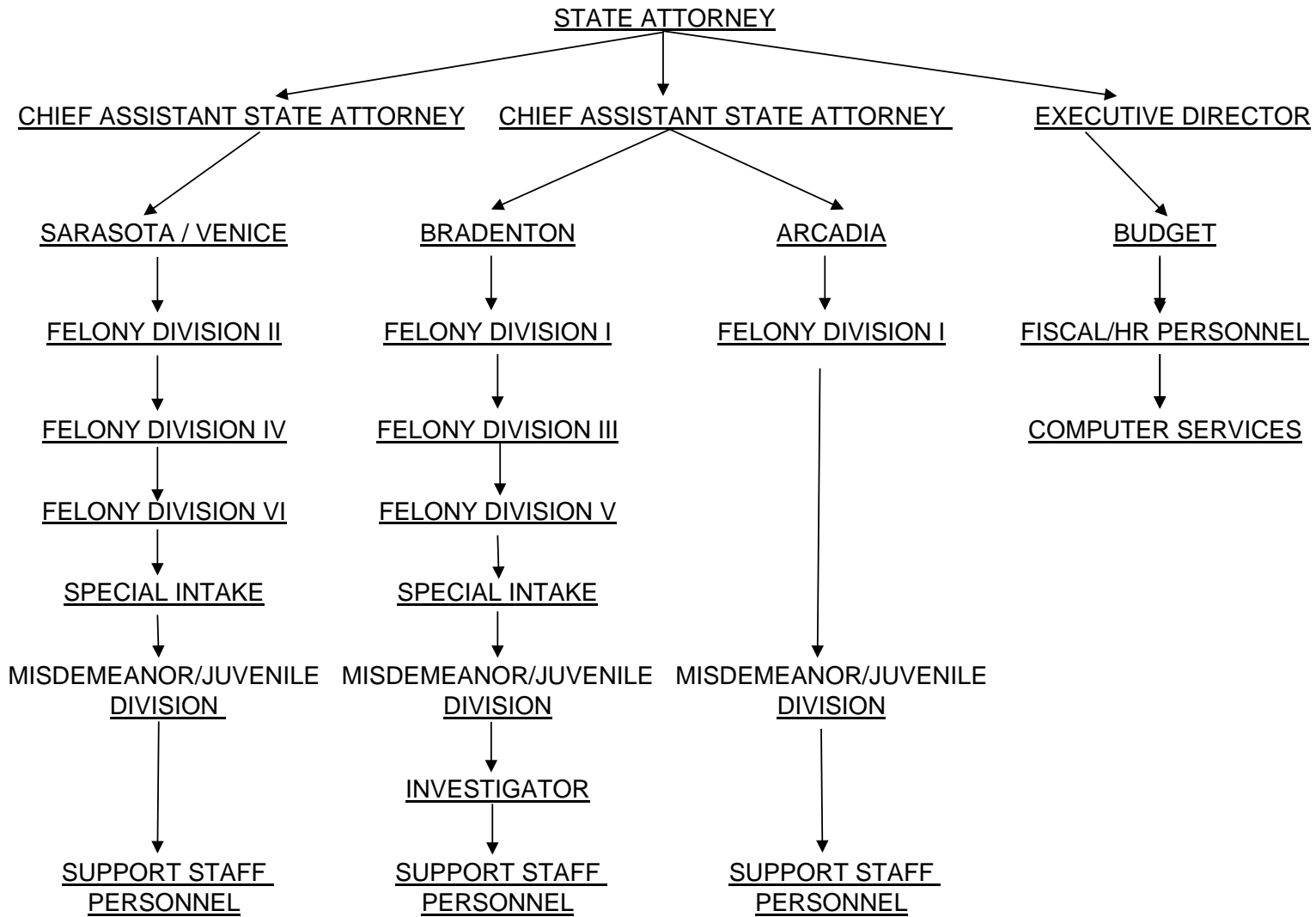
Office of the State Attorney

Eleventh Judicial Circuit Staff Organizational Chart

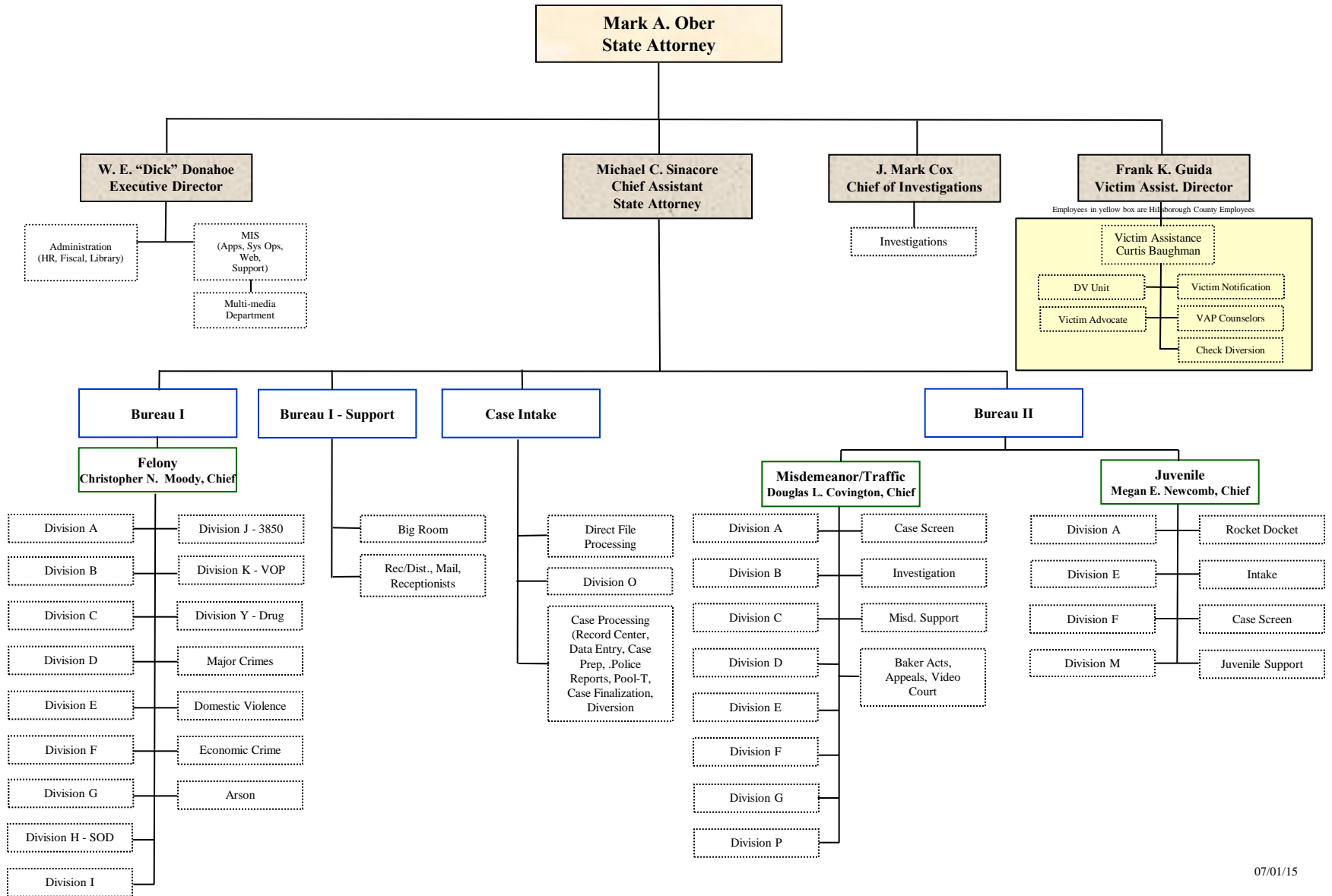
July 1, 2015

KATHERINE FERNANDEZ RUNDLE
STATE ATTORNEY

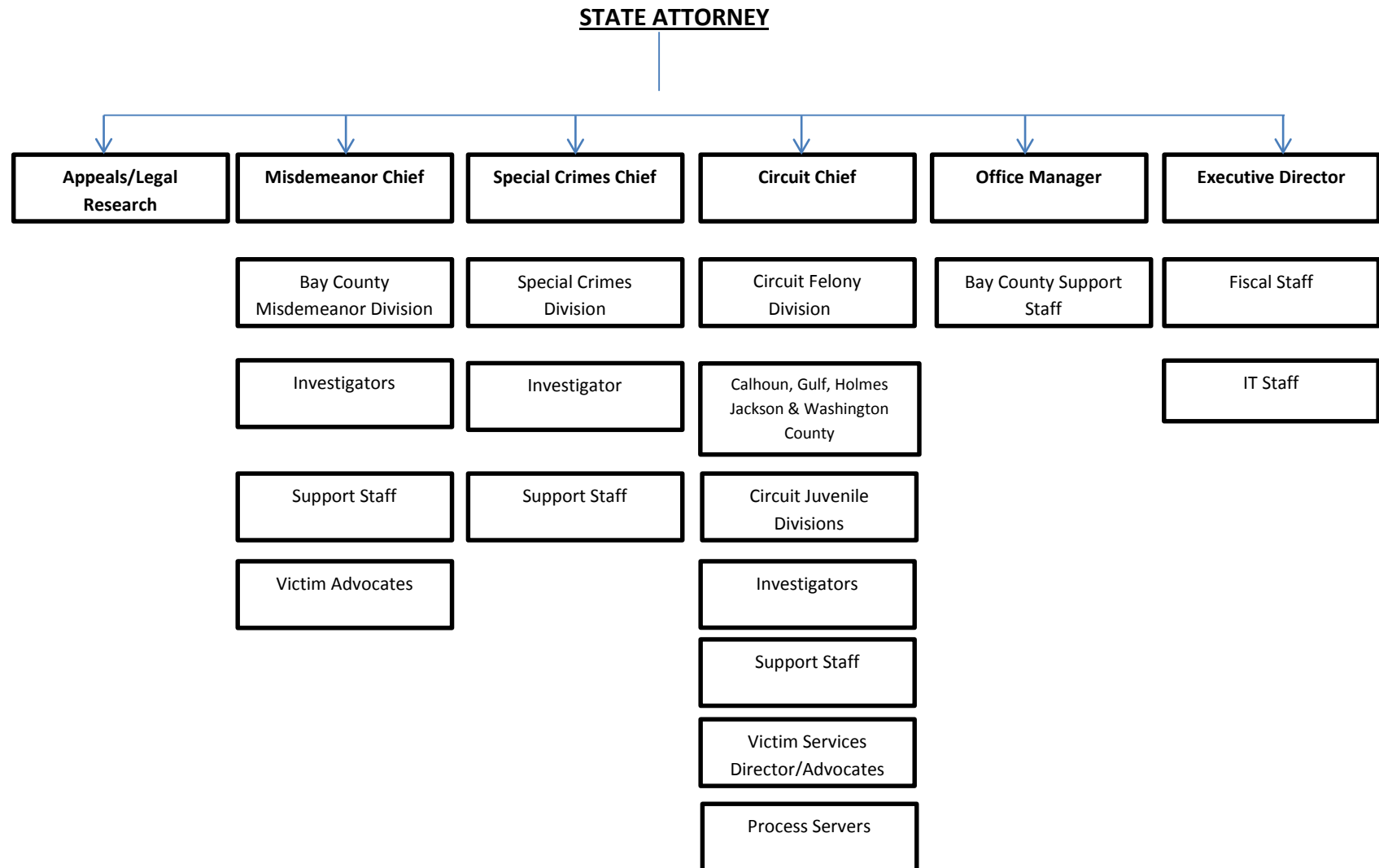


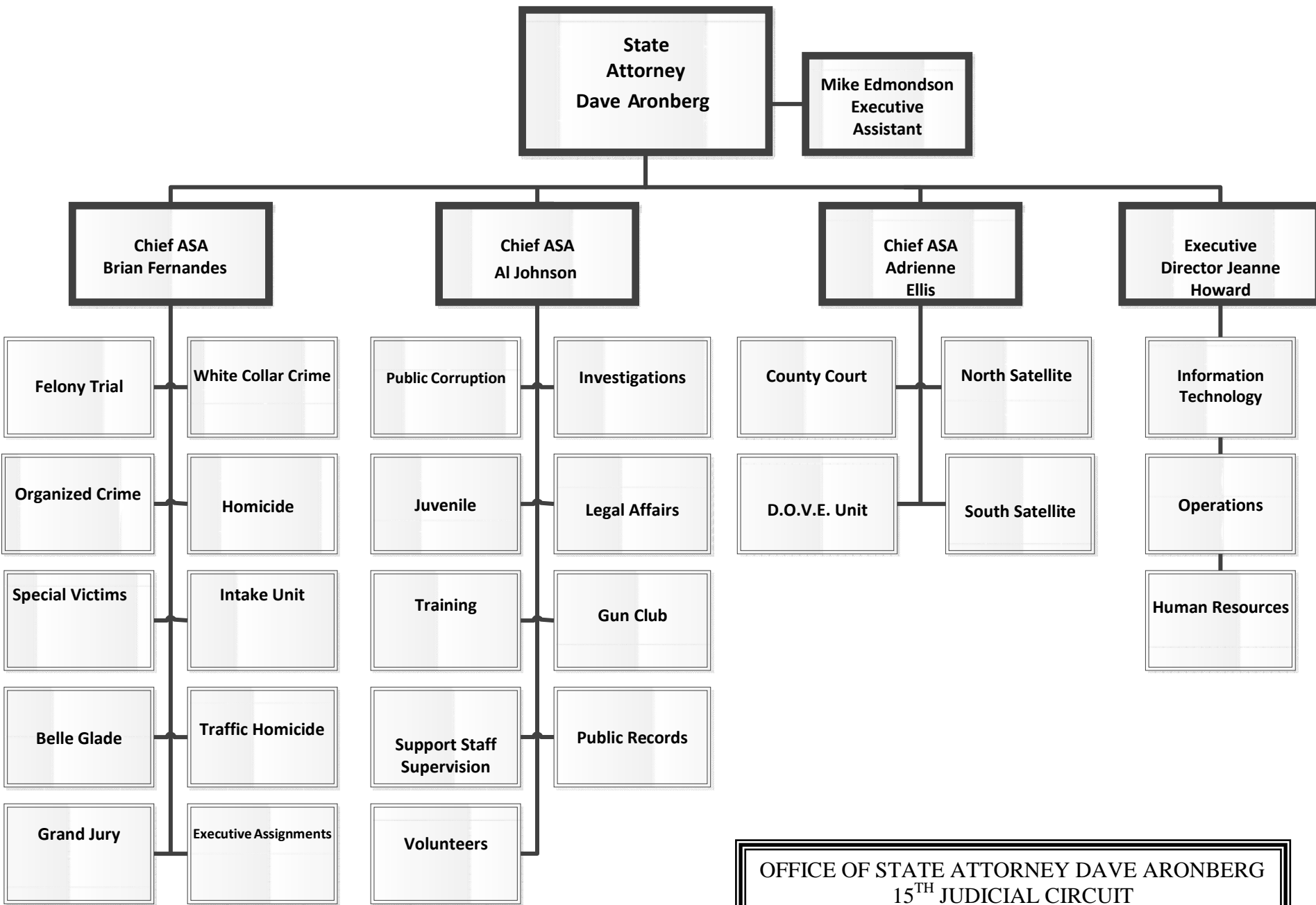


OFFICE OF THE STATE ATTORNEY 13TH JUDICIAL DISTRICT



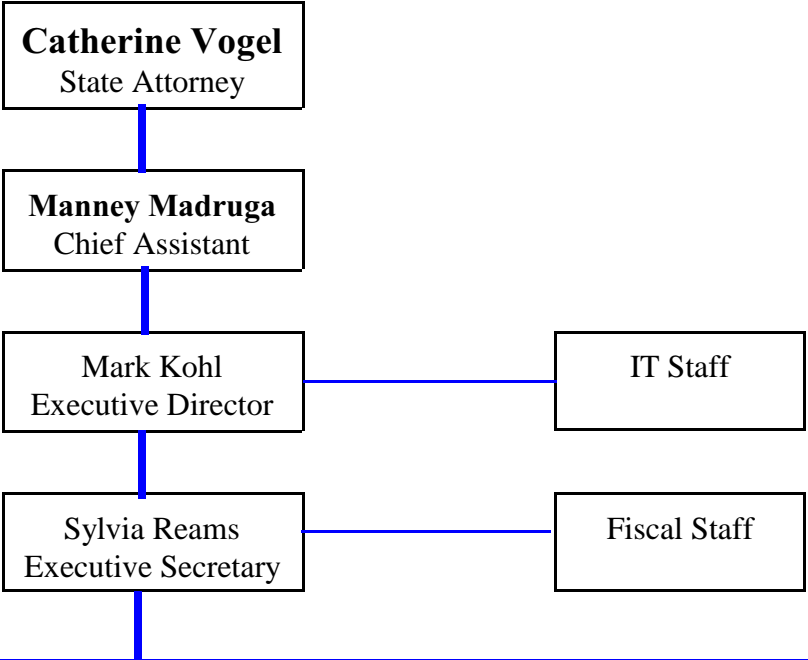
OFFICE OF THE STATE ATTORNEY – FOURTEENTH JUDICIAL CIRCUIT





OFFICE OF STATE ATTORNEY DAVE ARONBERG
 15TH JUDICIAL CIRCUIT
 JULY 1, 2015

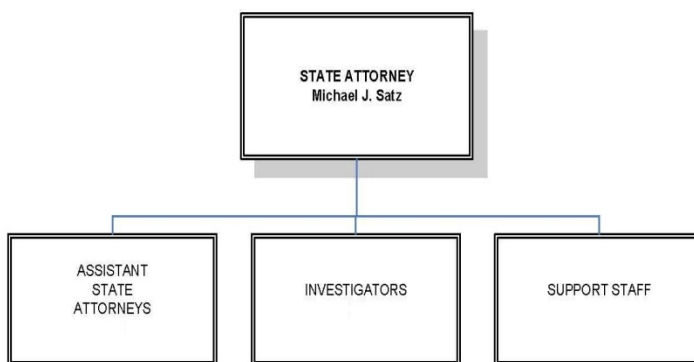
State Attorney, Sixteenth Judicial Circuit
Effective: July 1st, 2015



Plantation Key Office	Marathon Office	Investigations	Key West Office		
Felony Assistant & Supervising Attorney	Felony Assistant & Supervising Attorney	Chief Investigator	Felony & Juvenile Assistants	Misdemeanor Assistants	Victim Witness Staff
Assistant State Attorneys	Assistant State Attorney	Investigators	Secretarial & Support Staff	Secretarial & Support Staff	
Support Staff	Support Staff	Support Staff & Intake Clerks			



OFFICE OF THE STATE ATTORNEY 17TH JUDICIAL CIRCUIT





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

PROGRAM: PROSECUTION

**STATE ATTORNEY
PHIL ARCHER**

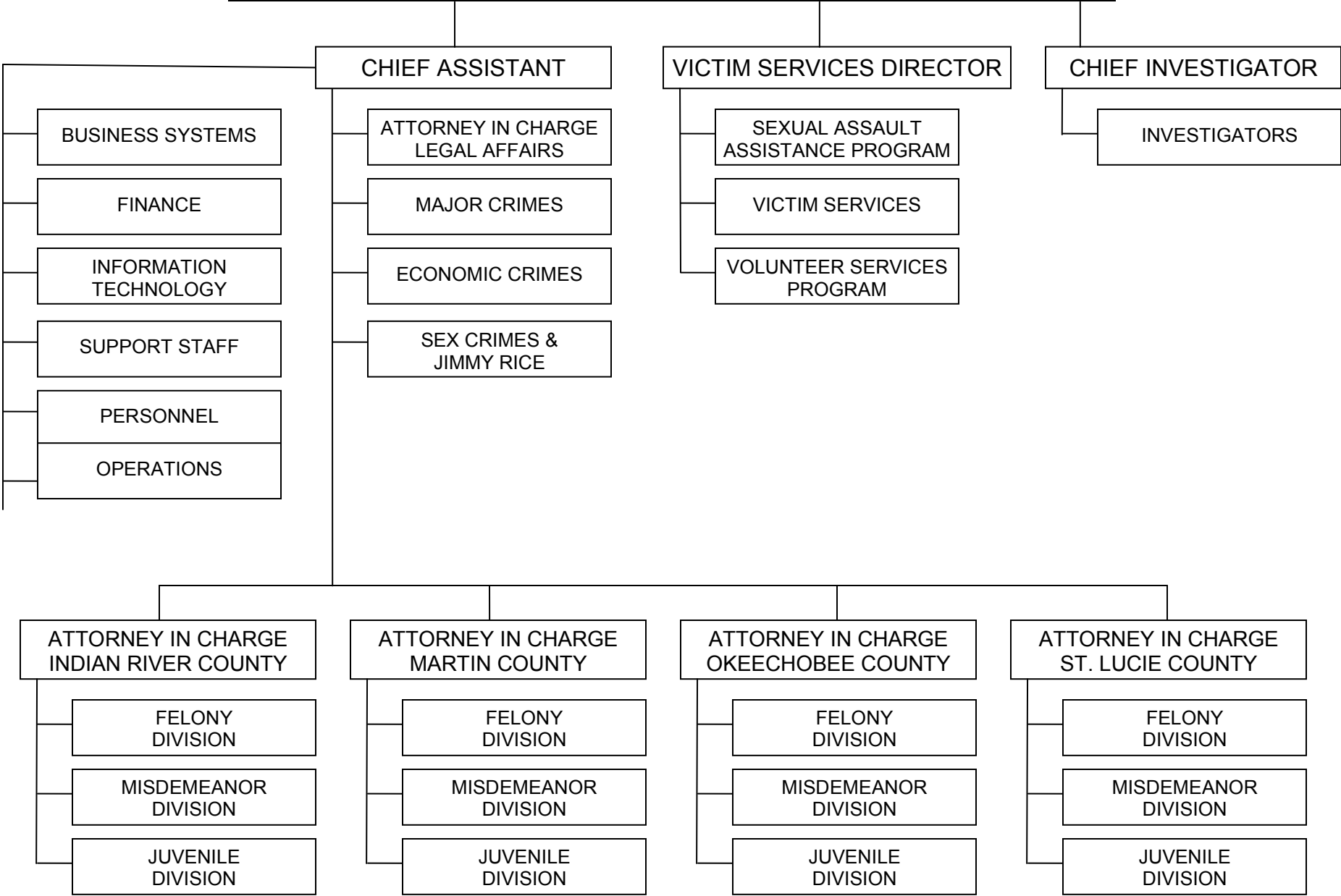
**ASSISTANT
STATE
ATTORNEYS**

**SUPPORT
STAFF**

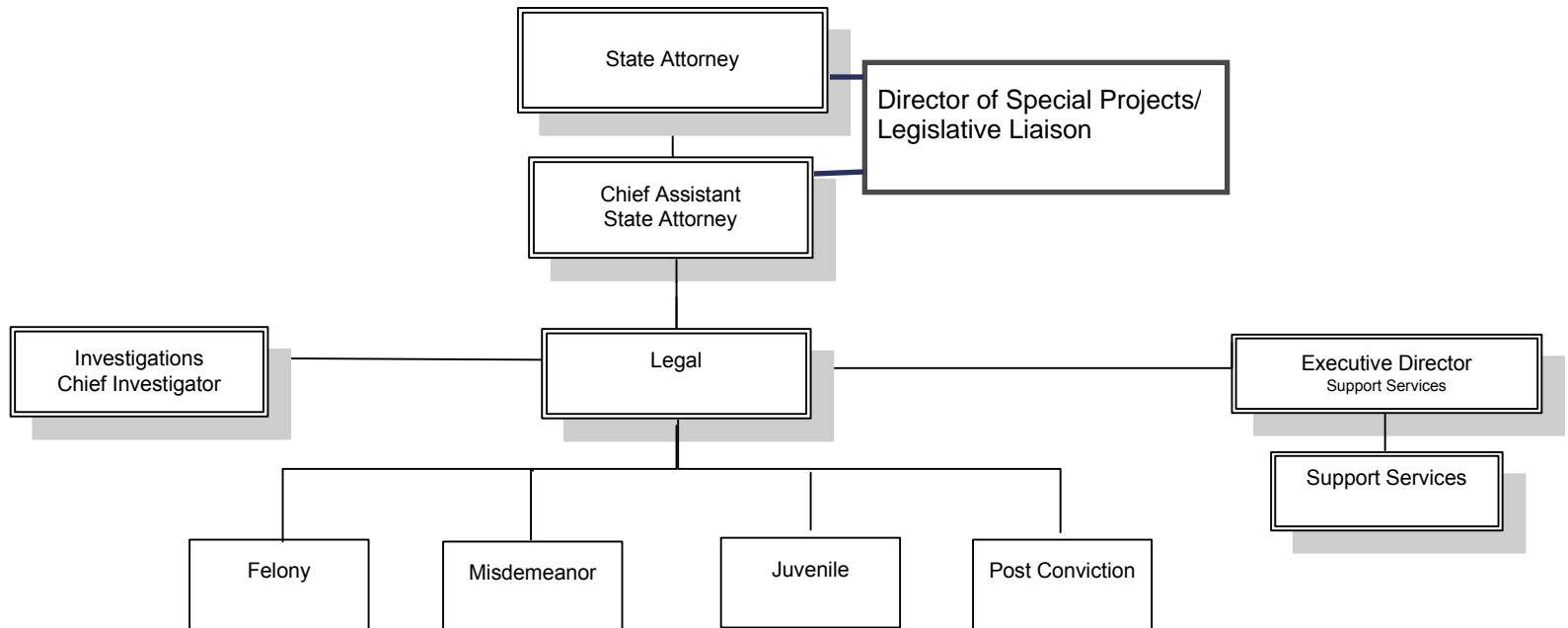
**Phil Archer
State Attorney**

07/01/2015

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

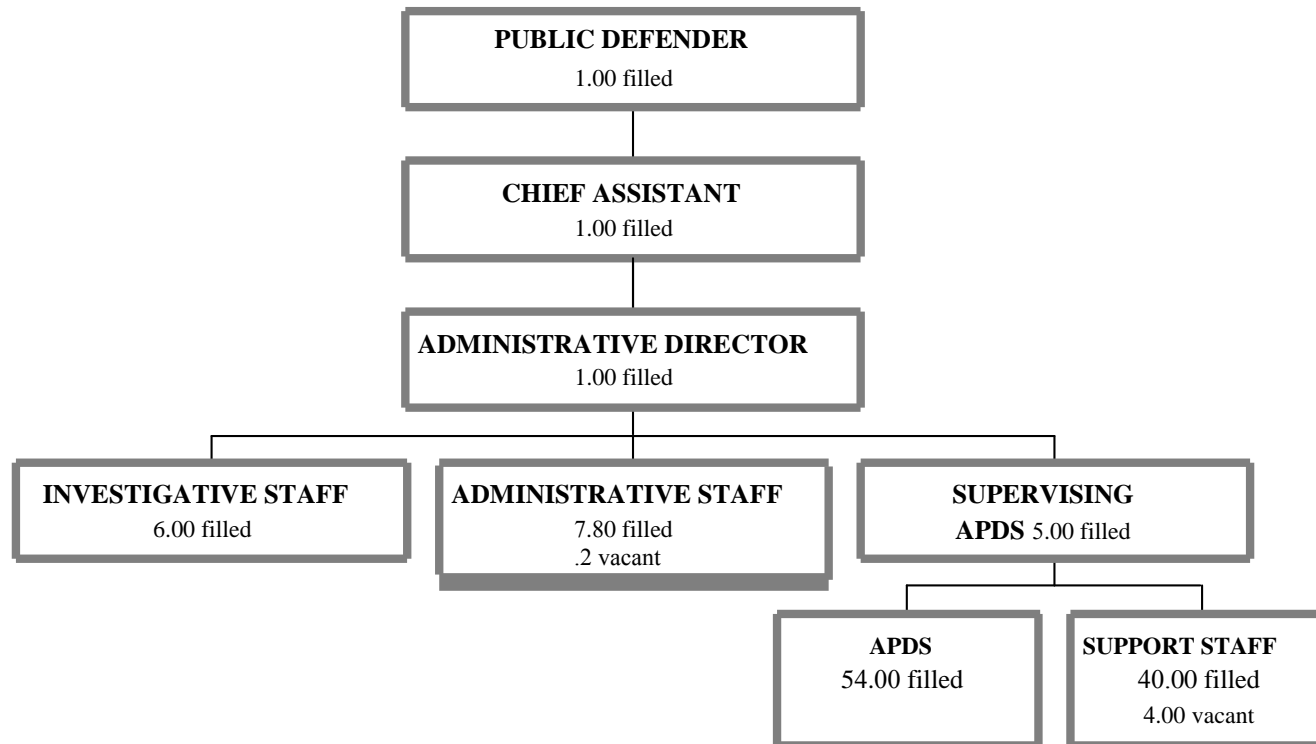


Office of the State Attorney, 20th Judicial Circuit



OFFICE OF PUBLIC DEFENDER FIRST JUDICIAL CIRCUIT ORGANIZATIONAL CHART

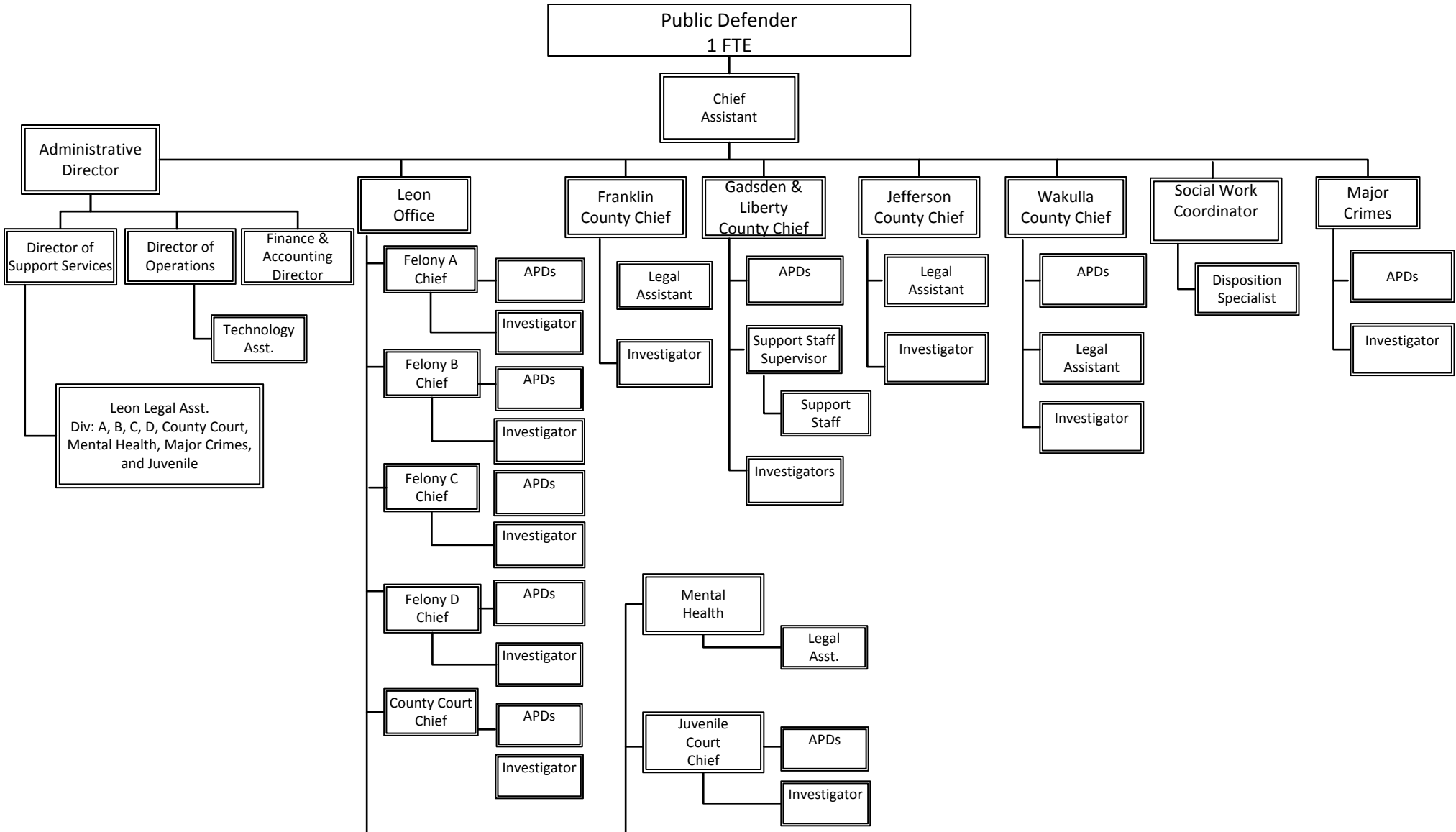
07/01/2015



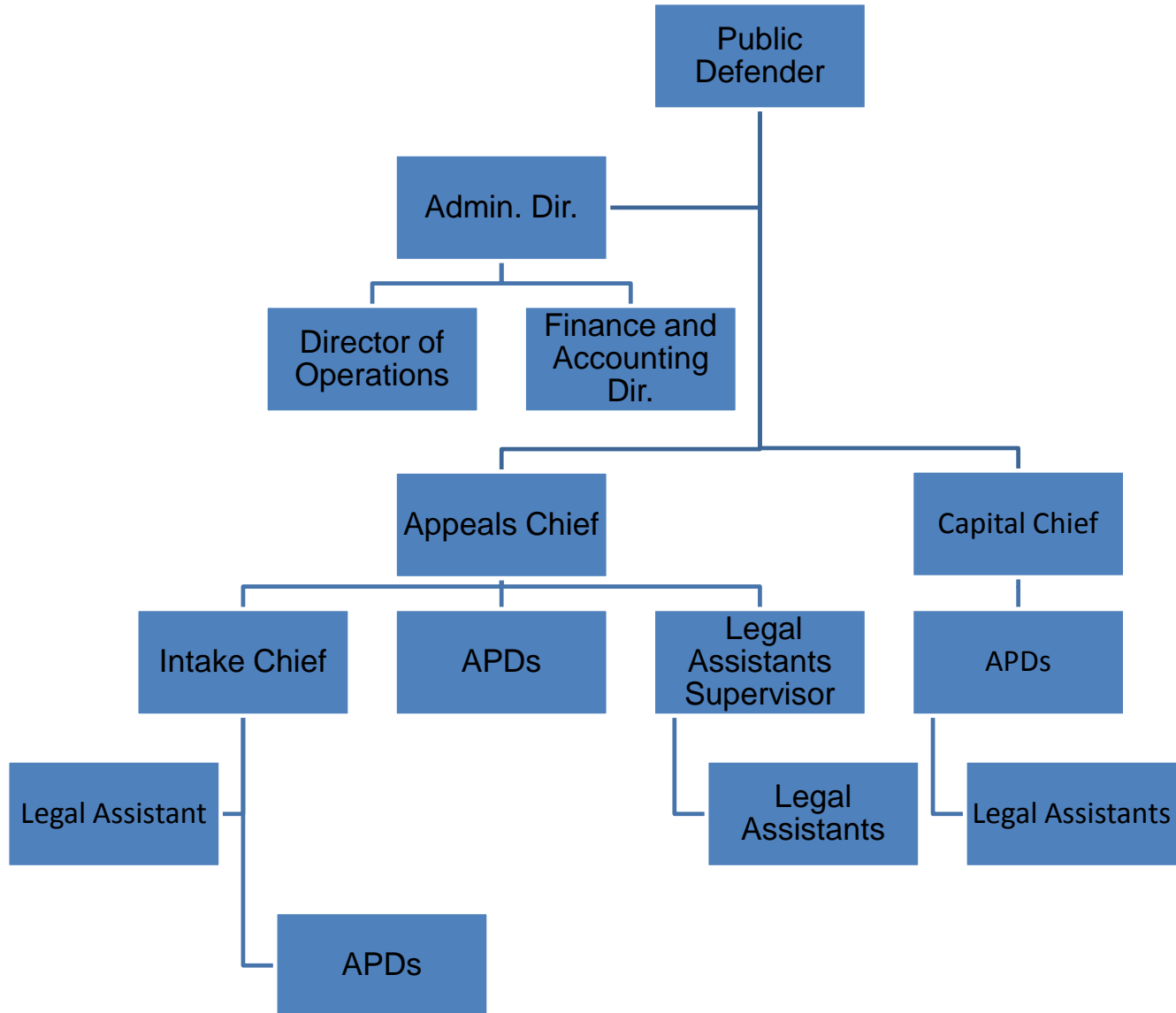
Office of the Public Defender, 2nd Judicial Circuit Organizational Chart

Effective July 1, 2015

Hon. Nancy Daniels, Public Defender



Public Defender, 2nd Judicial Circuit Appeals Division Organizational Chart

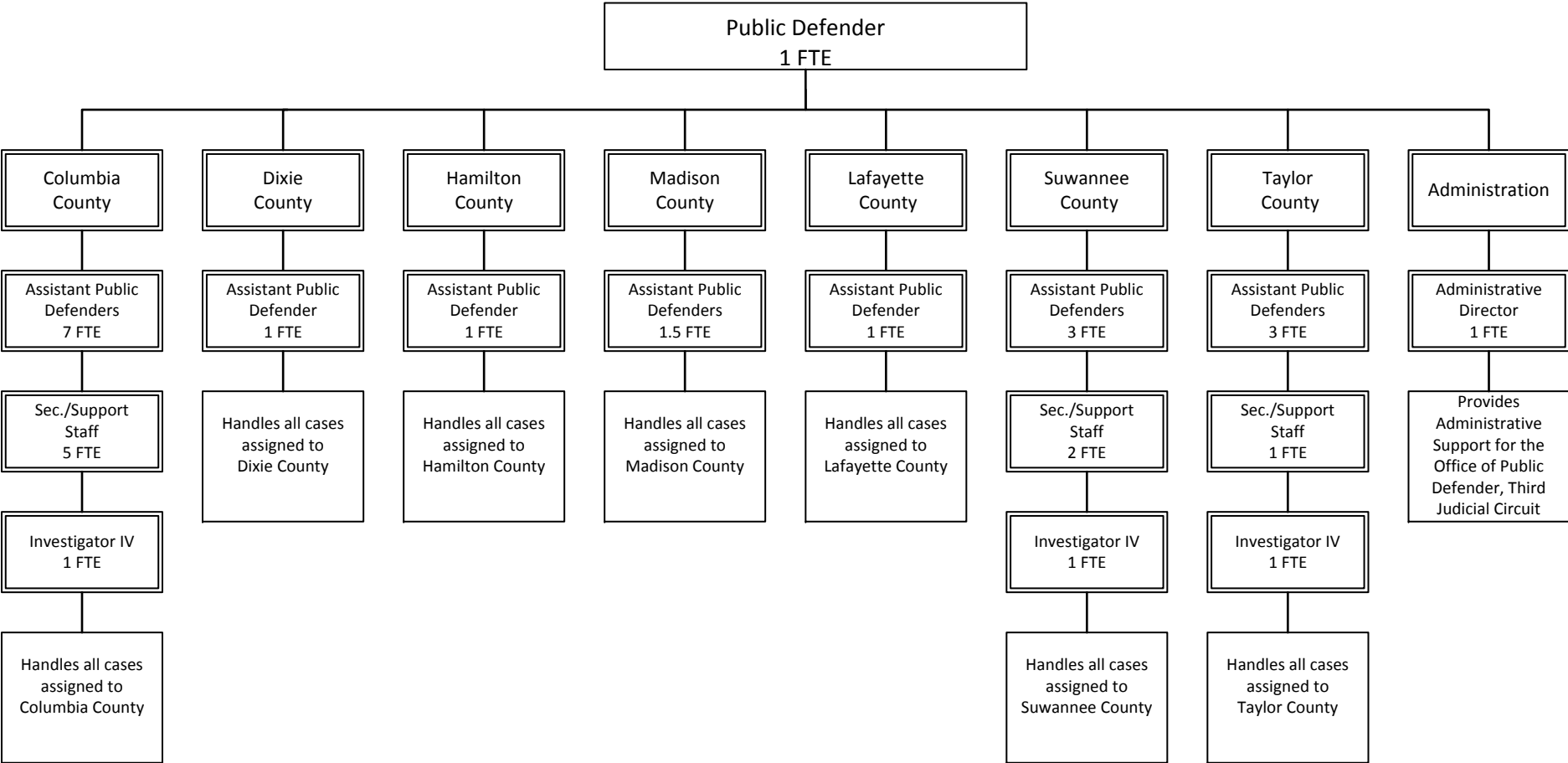


Office of the Public Defender, 3rd Judicial Circuit

Effective July 1, 2015

Hon. Blair Payne, Public Defender

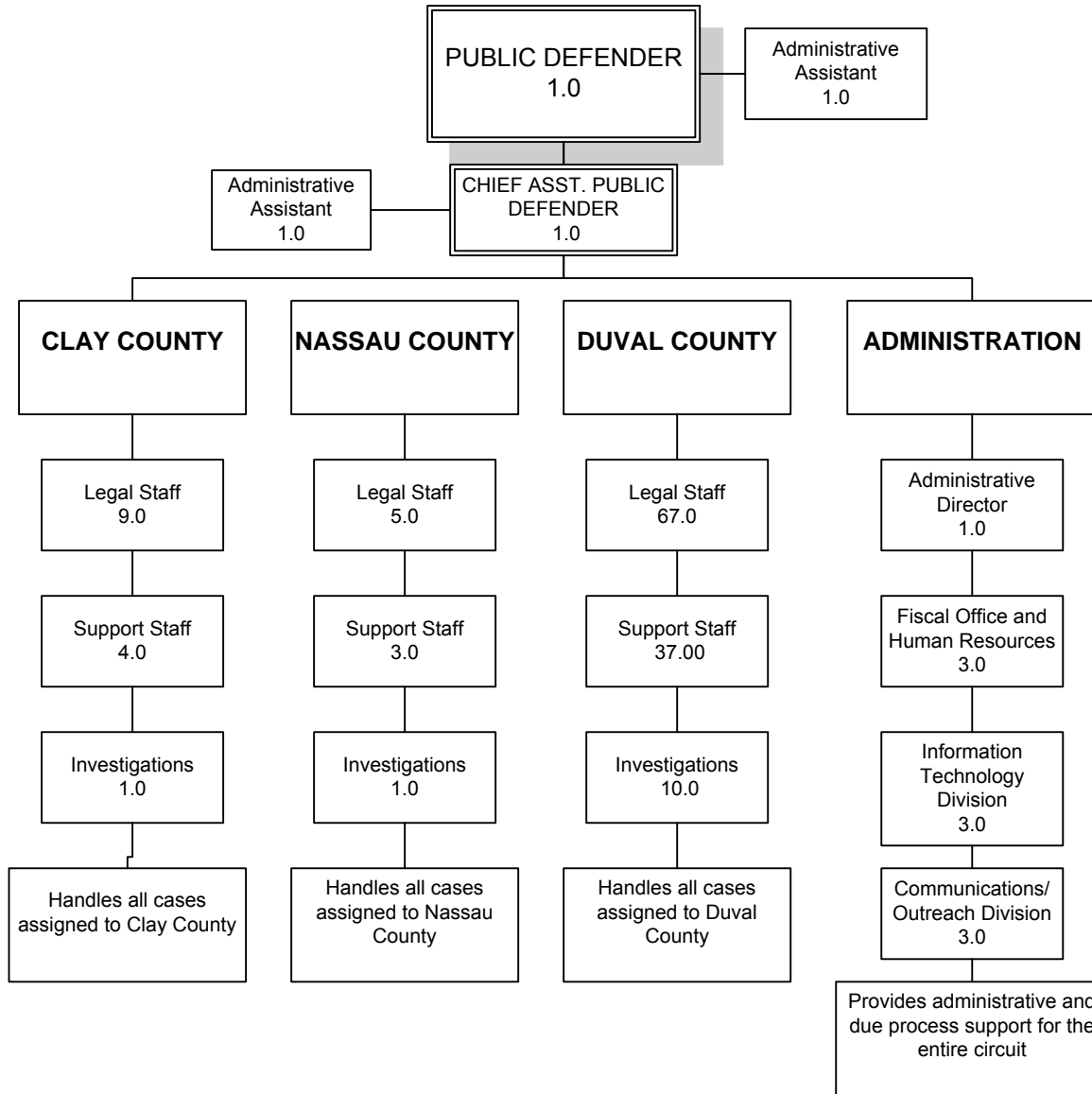
FTE 30.50



**SCHEDULE X
ORGANIZATIONAL CHART**

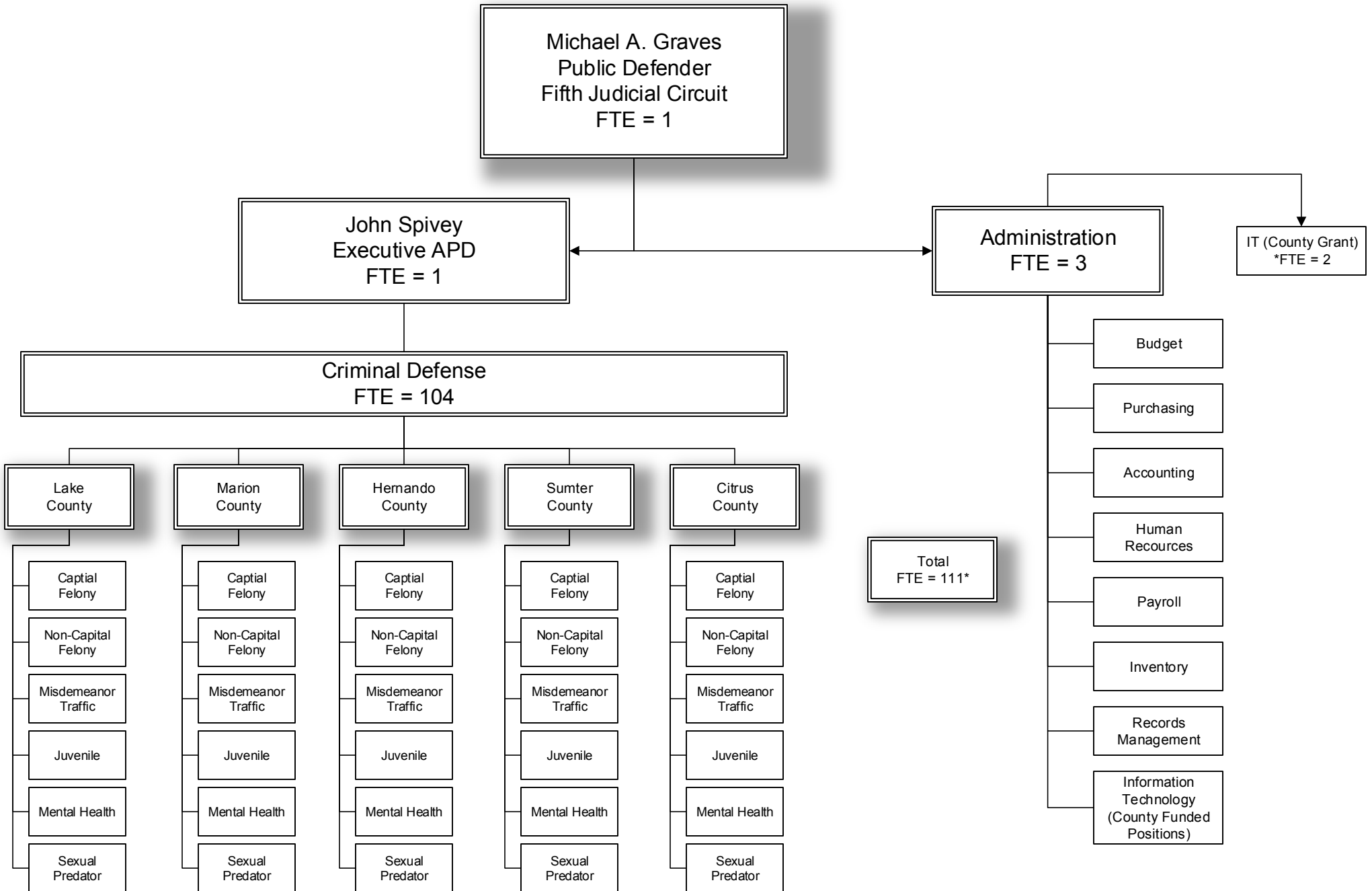
Office of the Public Defender, Fourth Judicial Circuit of Florida
Matt Shirk, Public Defender

FY 2015-16
Total FTE's: 151



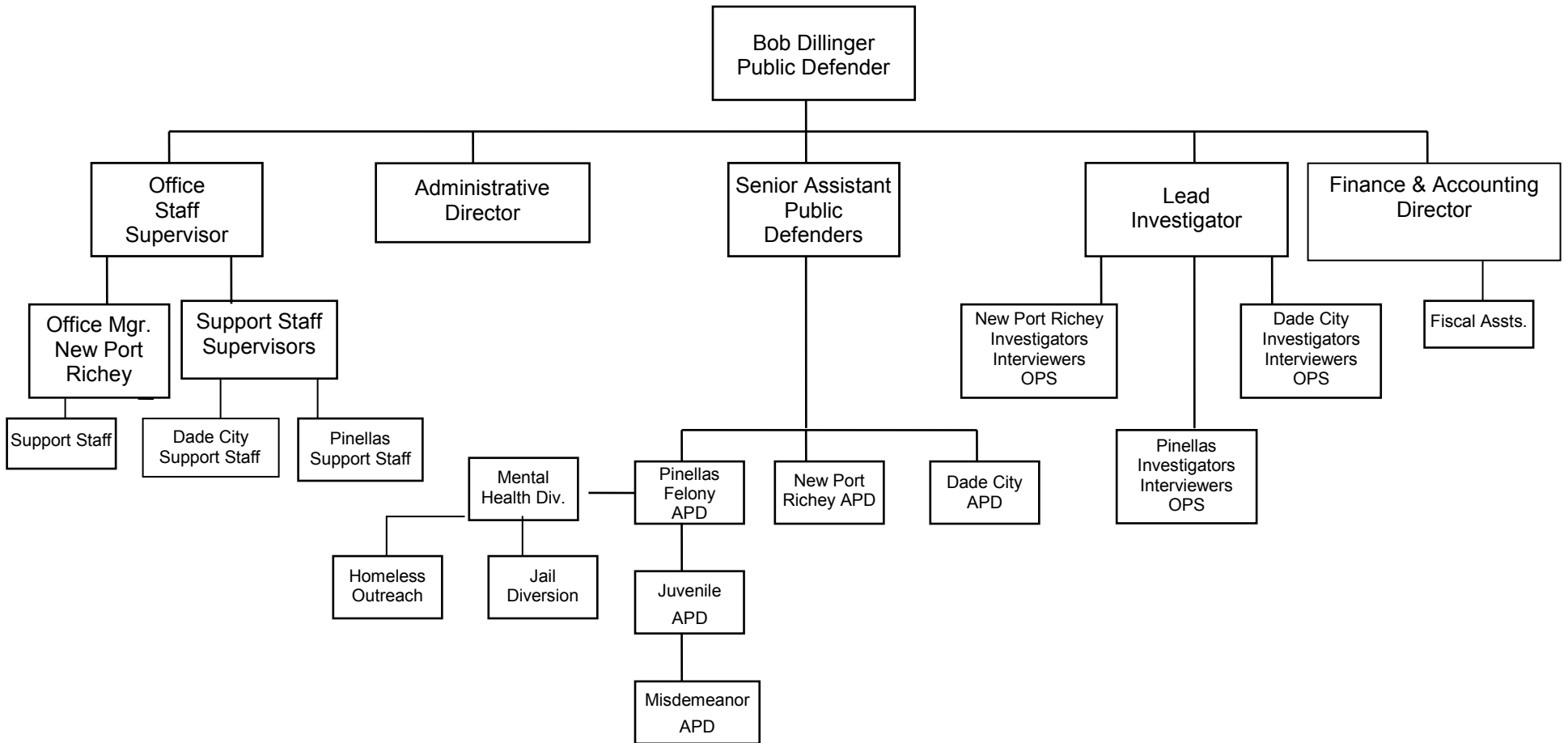
2015/2016 Fiscal Year

As of July 1, 2015



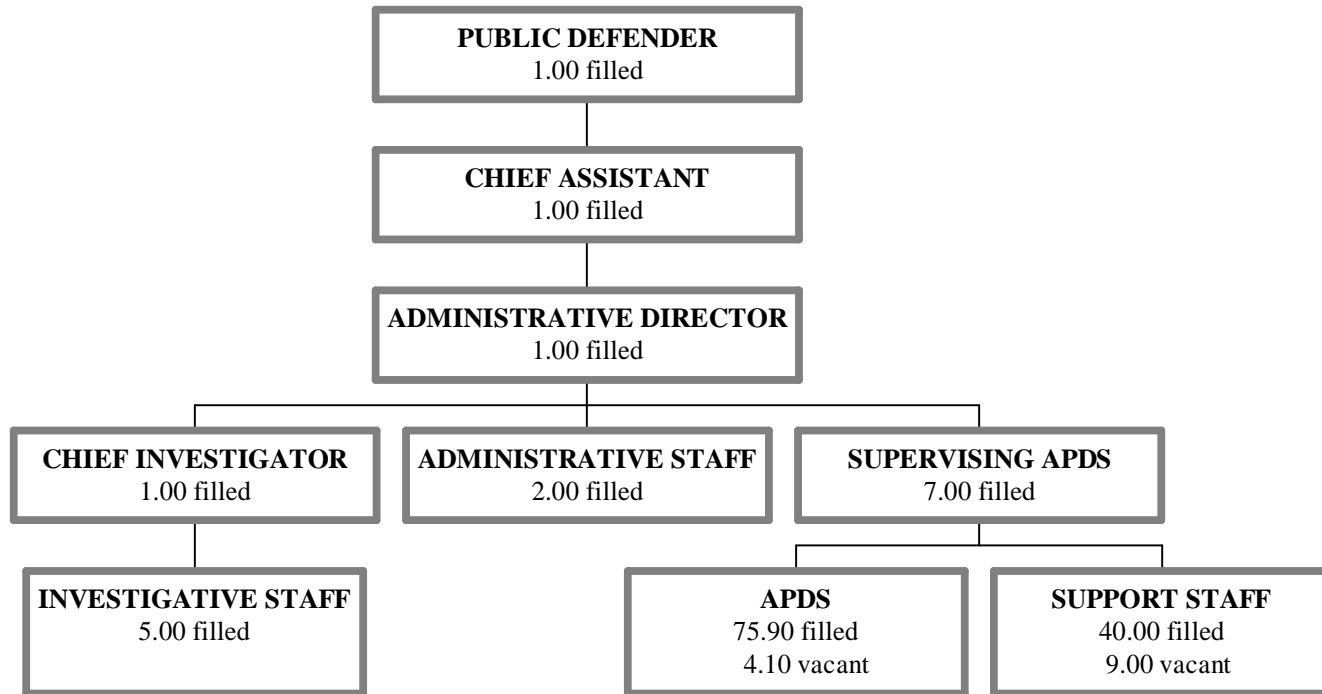
Organizational Chart

July 1, 2015

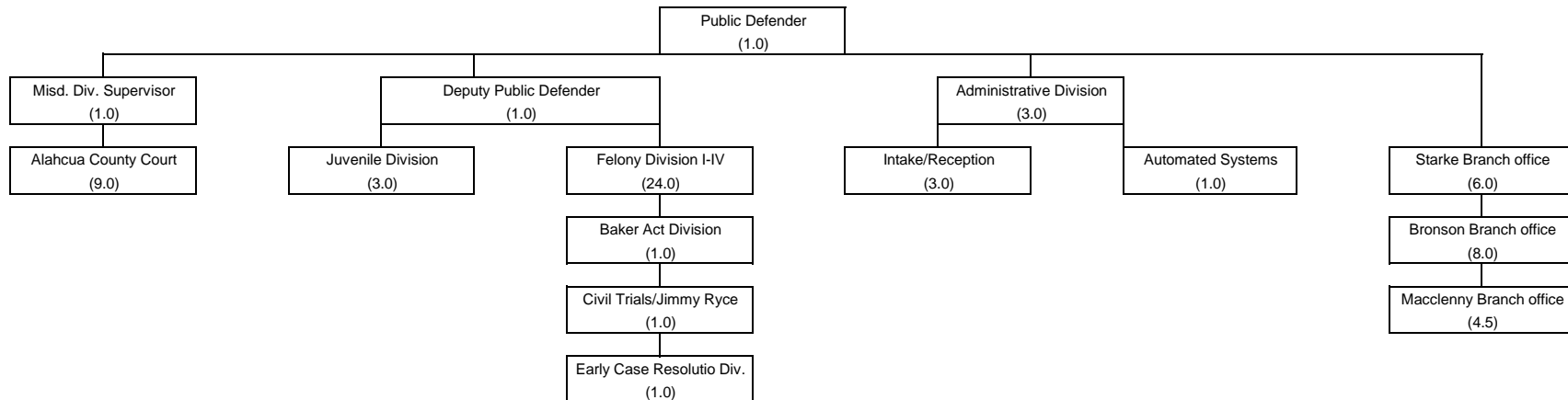


OFFICE OF PUBLIC DEFENDER SEVENTH JUDICIAL CIRCUIT ORGANIZATIONAL CHART

07/01/2015



**PUBLIC DEFENDER, 8TH CIRCUIT
ORGANIZATIONAL CHART AS OF JULY 1, 2015 (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.

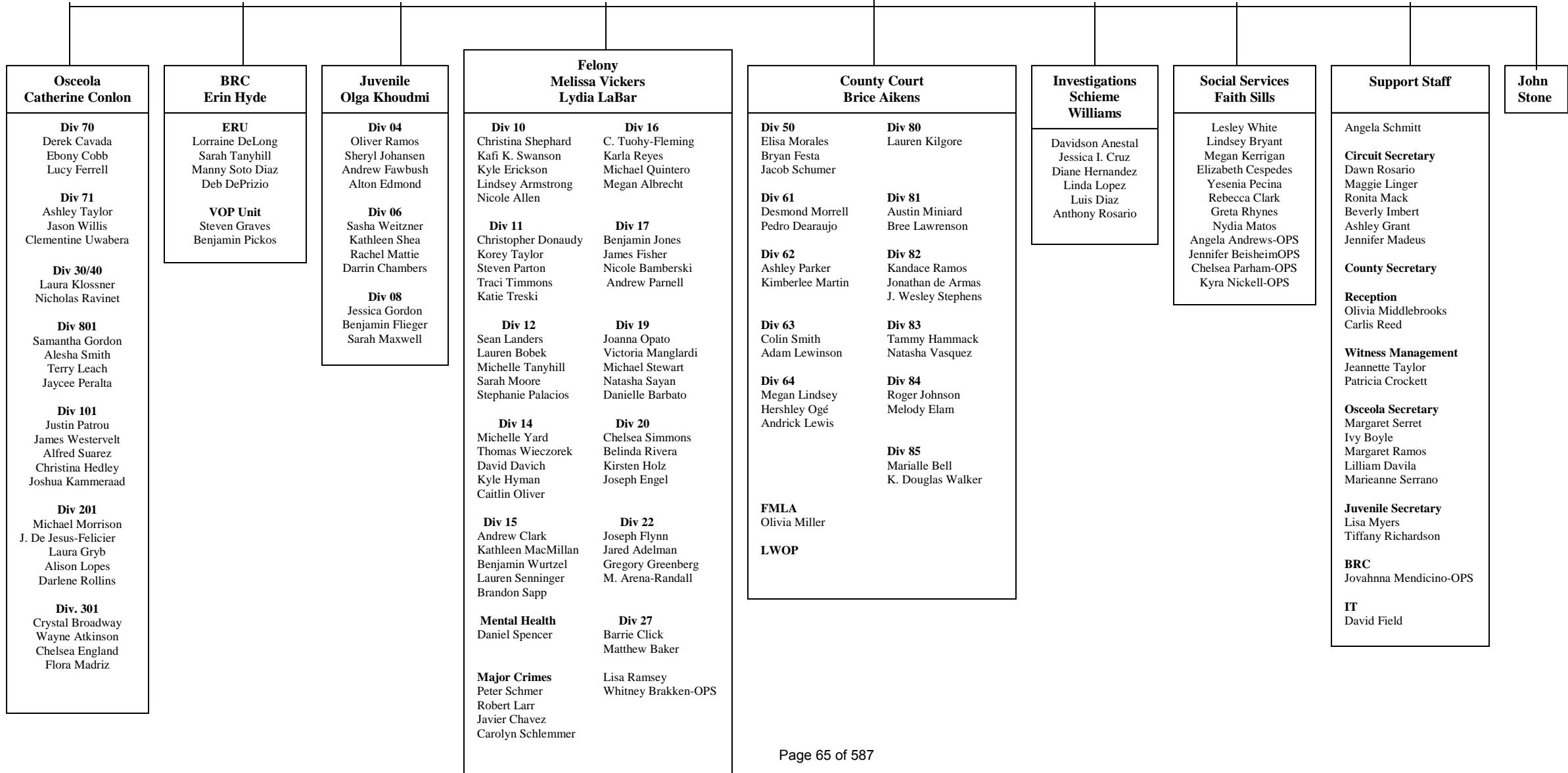
Stacy Scott is the Public Defender for the Eighth Judicial Circuit and is responsible for performing the duties described above, as provided by law, in Alachua, Baker, Bradford, Gilchrist, Levy and Unions Counties. Offices are maintained at Gainesville in Alachua County, Starke, in Bradford County, Macclenny,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

**PUBLIC DEFENDER
ROBERT WESLEY**

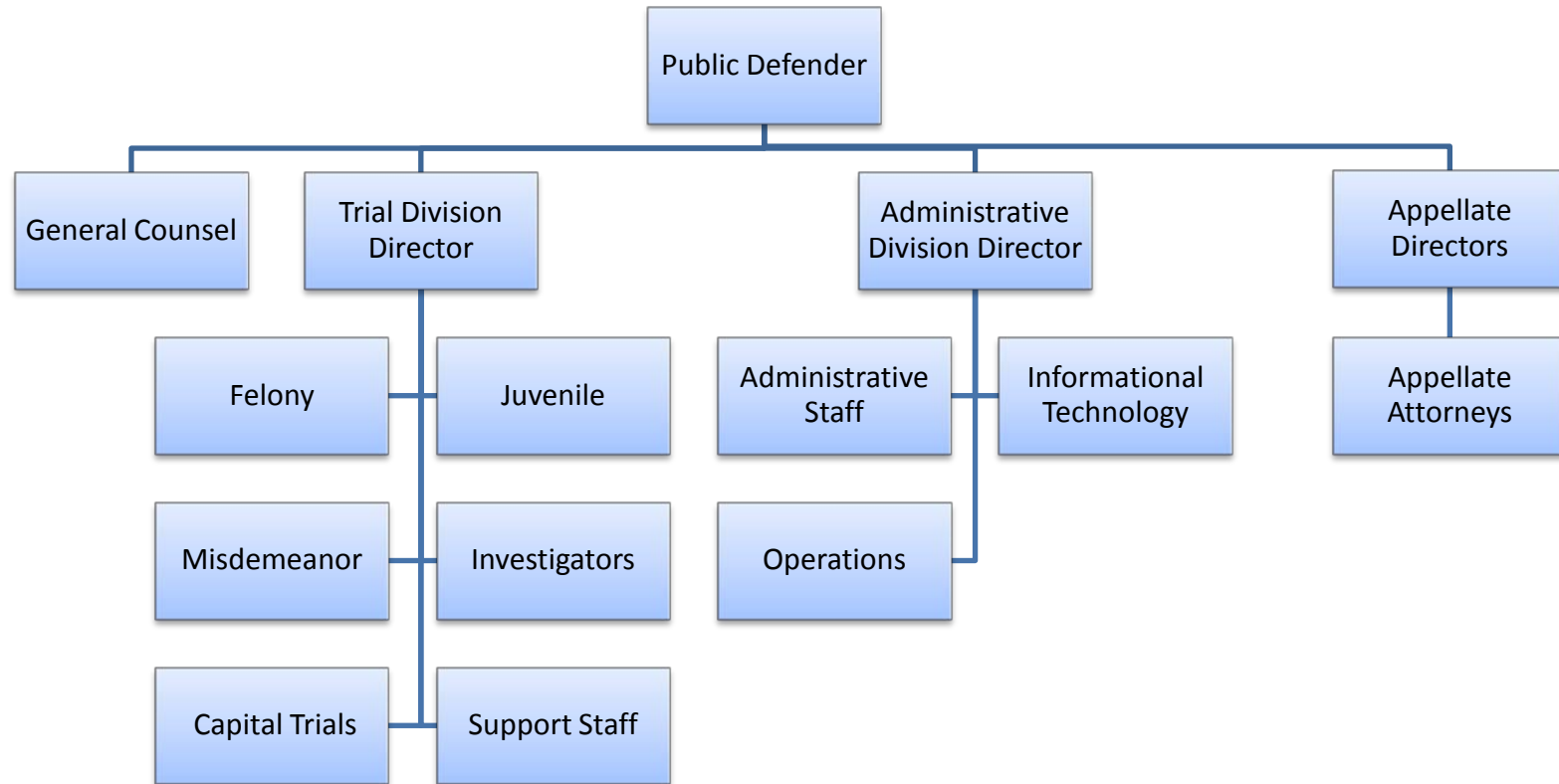
**Administration
To-Lan Trinh-Le**

Diem Cao
Jill Reid

**Chief Asst. Public
Defender
Eileen Forrester**



**OFFICE OF THE PUBLIC DEFENDER
TENTH JUDICIAL CIRCUIT
ORGANIZATIONAL CHART
*As of July 1, 2015***



Trials 115 FTE
Appeals 50 FTE

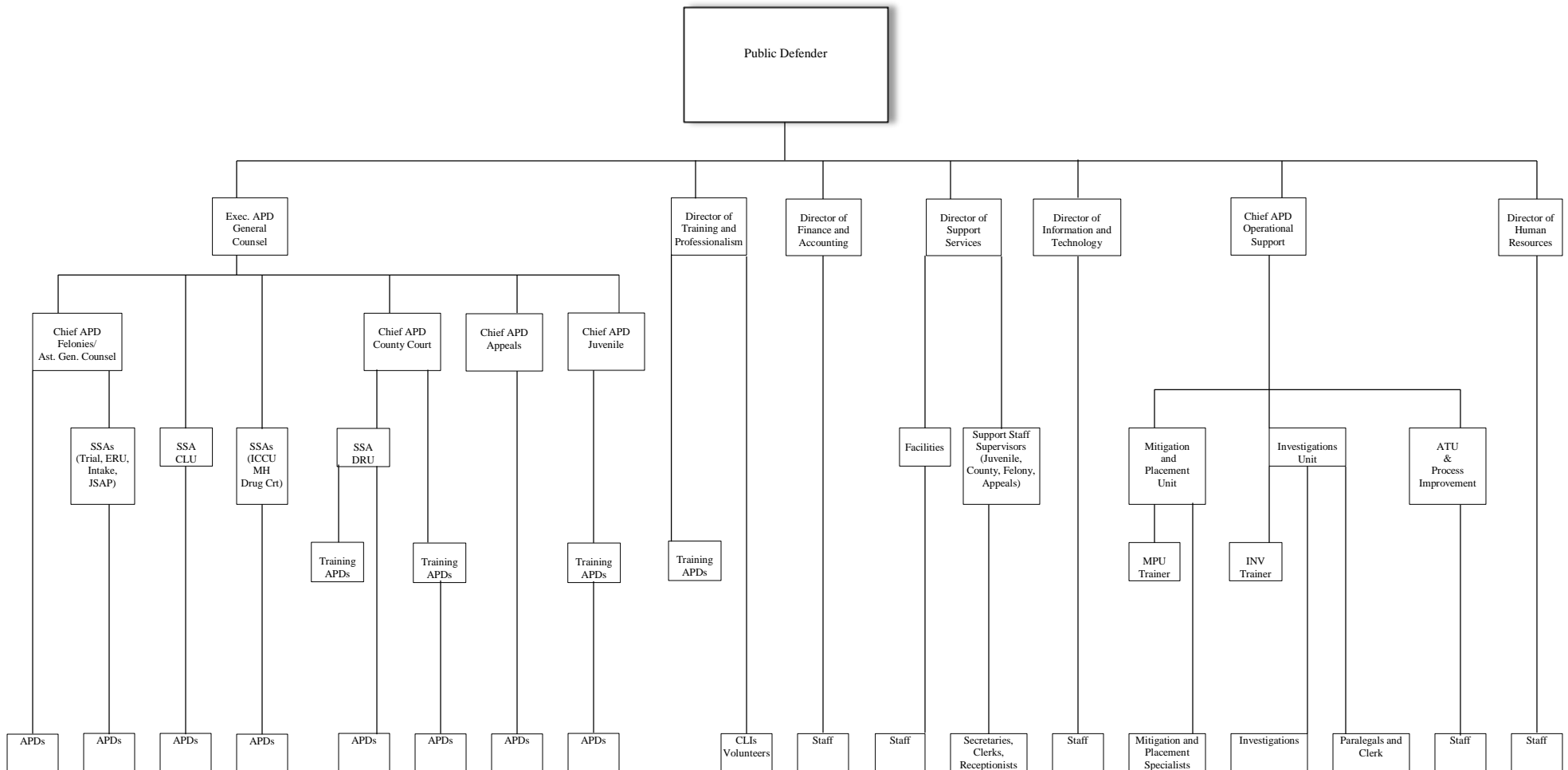


LAW OFFICES OF THE PUBLIC DEFENDER
Eleventh Judicial Circuit of Florida

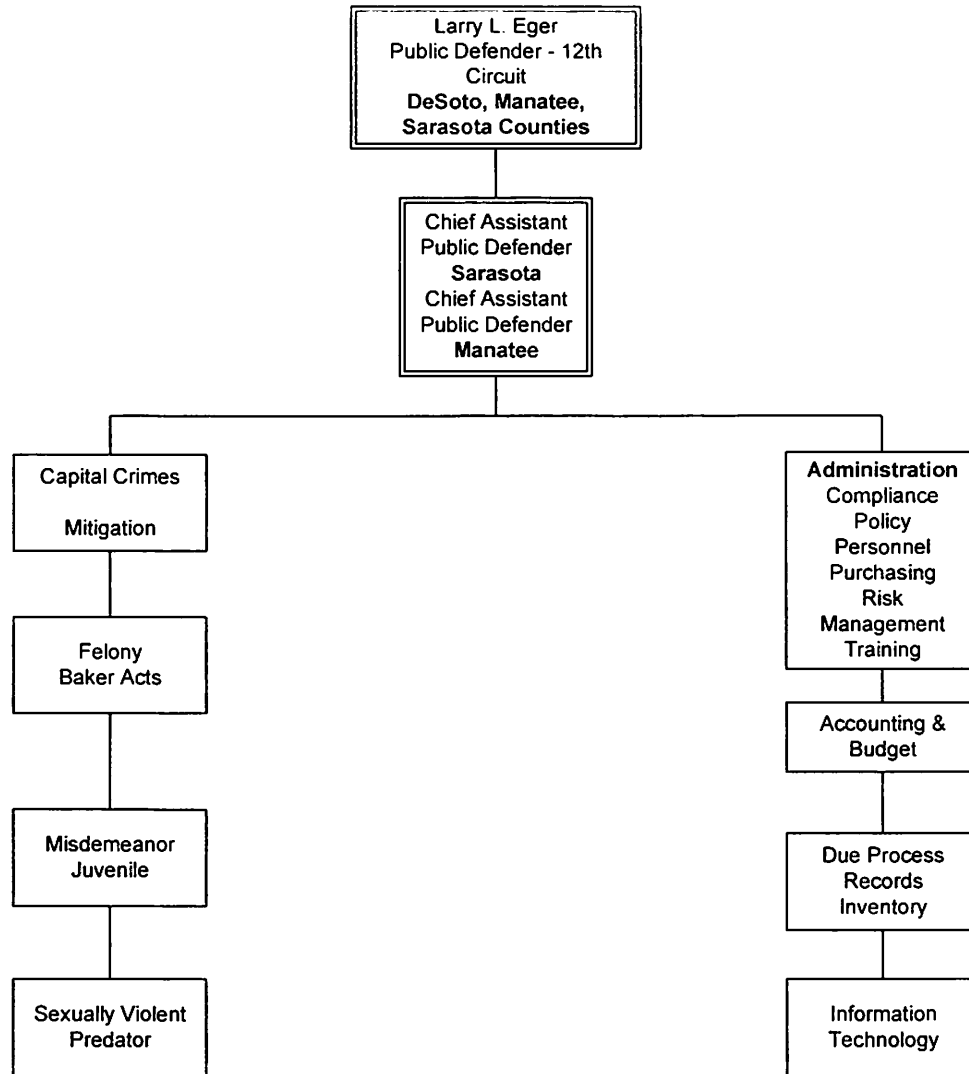


Revised: July 1, 2015

Organizational Chart

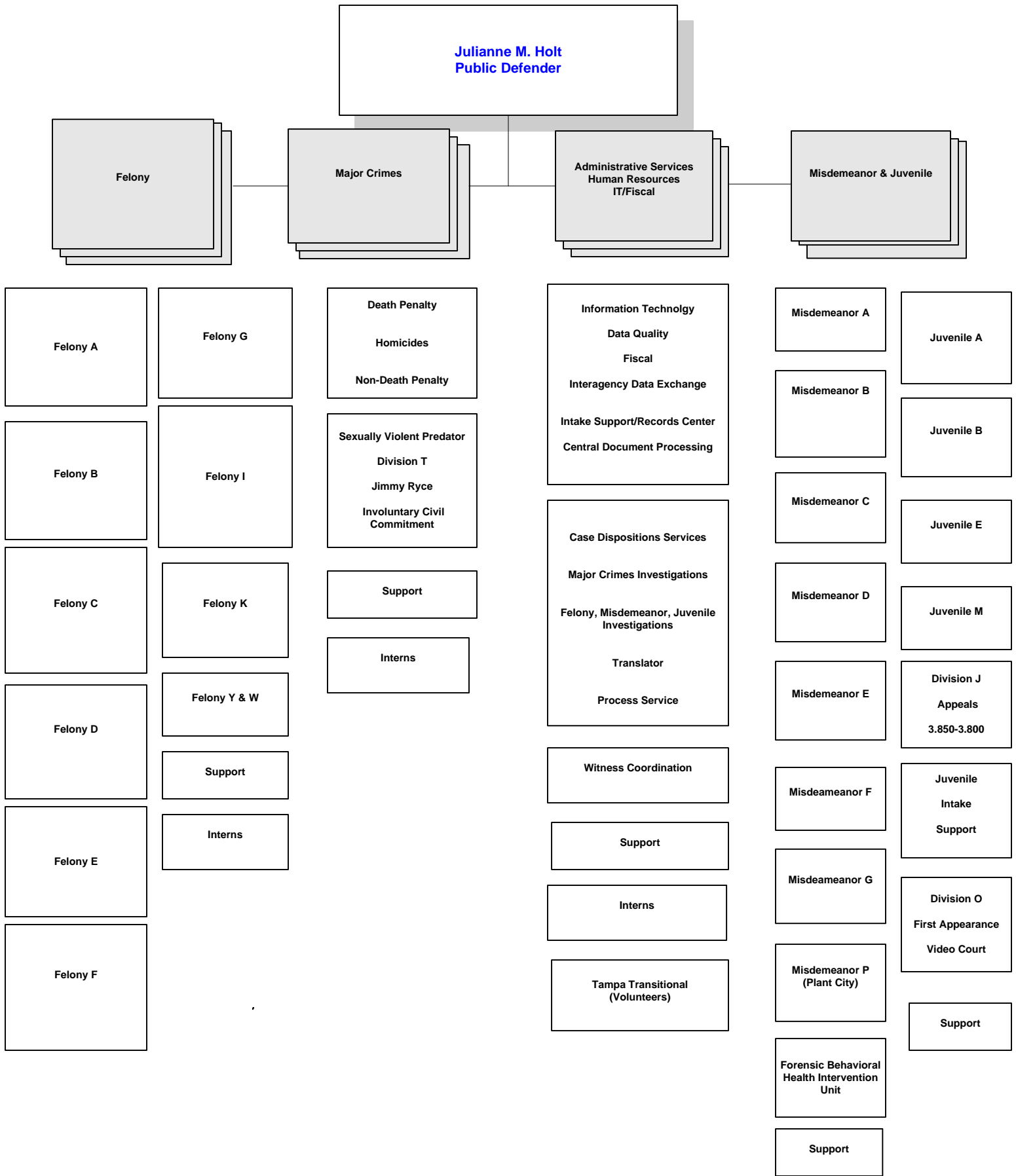


Office of the
Public Defender
Twelfth Judicial
Circuit
July 1, 2015

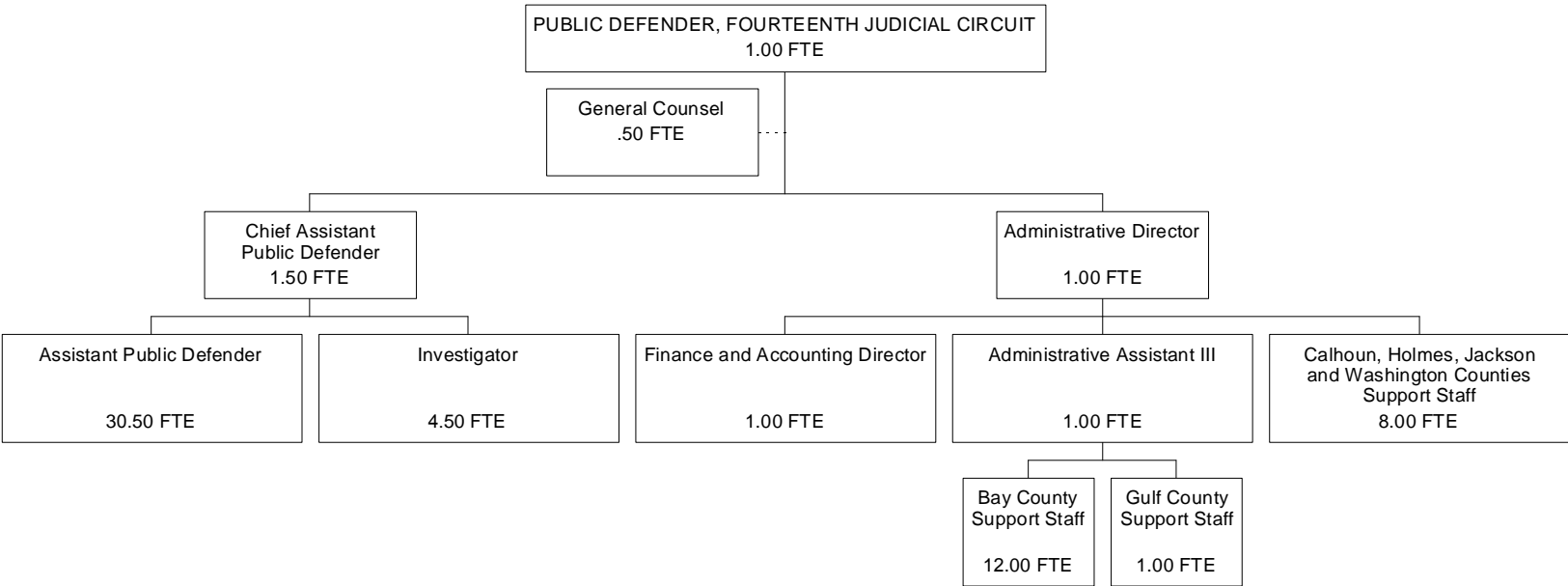


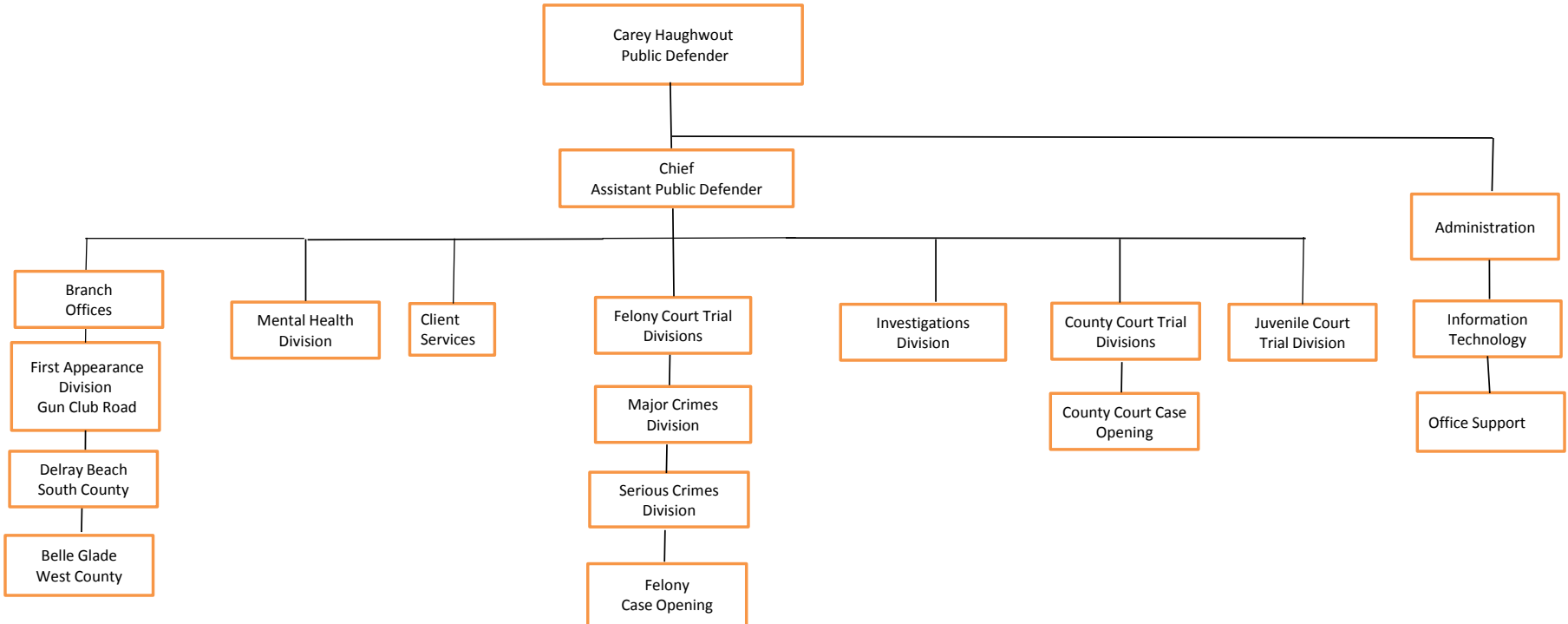
**97.5 FTE Positions
Appropriated**

**Julianne M. Holt
Public Defender**

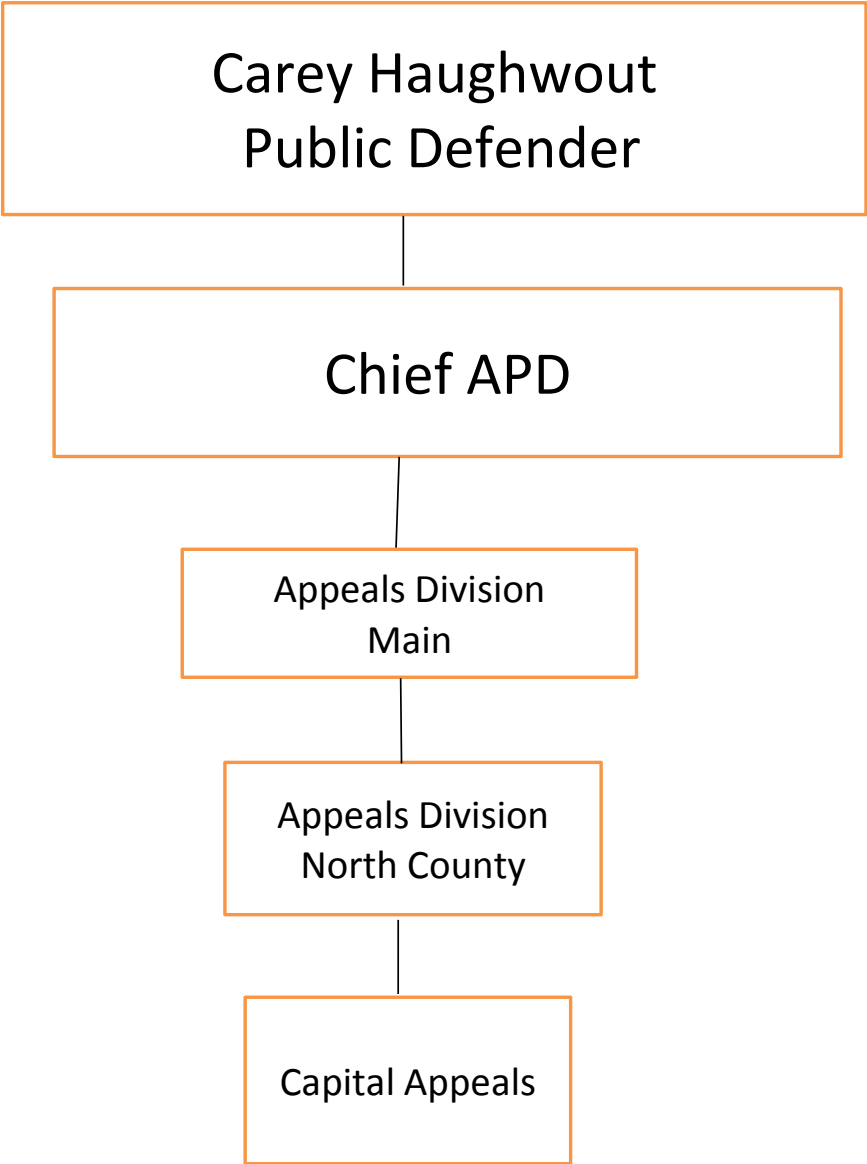


**OFFICE OF PUBLIC DEFENDER
FOURTEENTH JUDICIAL CIRCUIT
APPROVED FTE: 62.00**





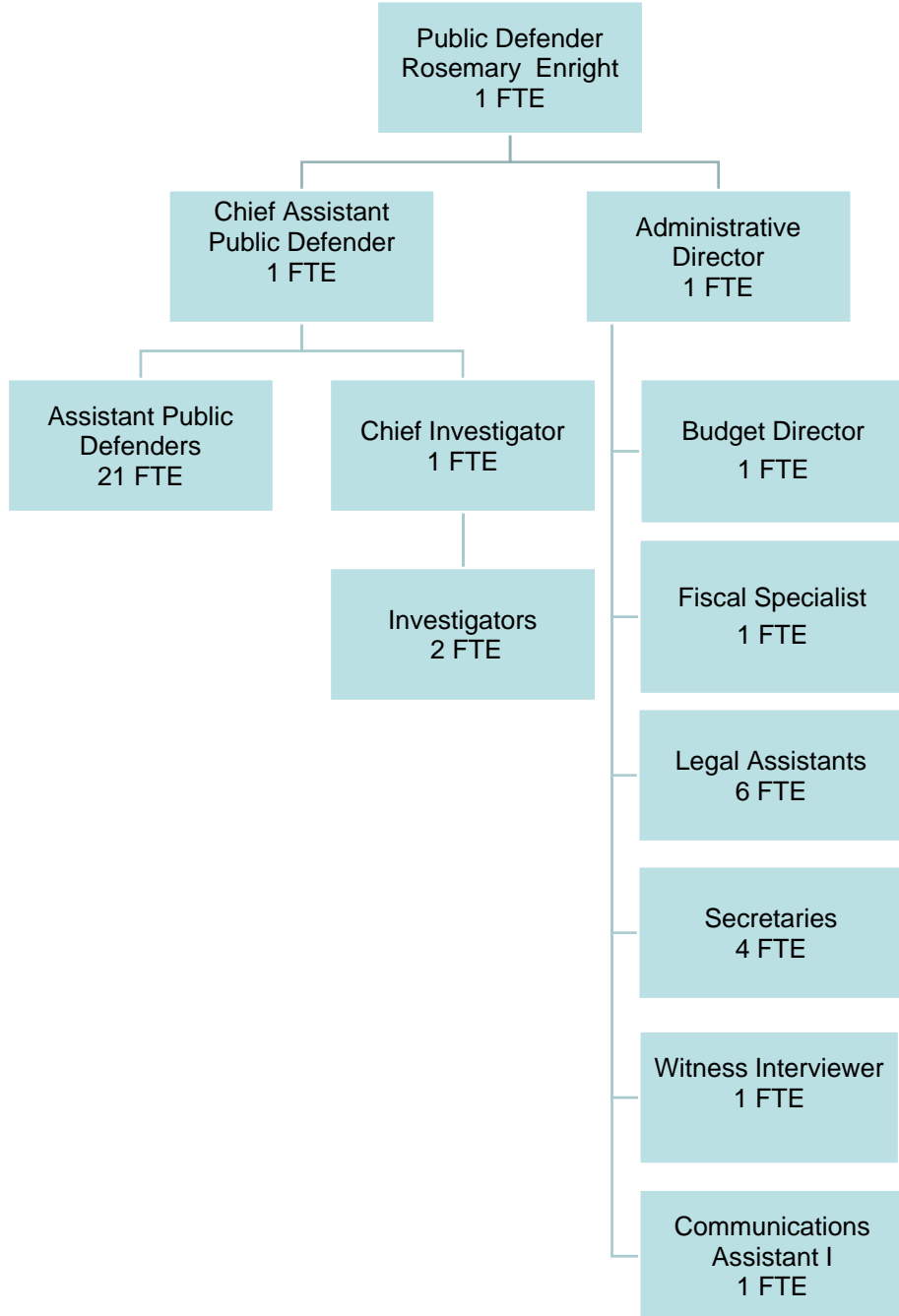
PUBLIC DEFENDER'S OFFICE, 15TH JUDICIAL
189.00 FTE POSITIONS STATE FUNDED
 Effective July 1, 2015

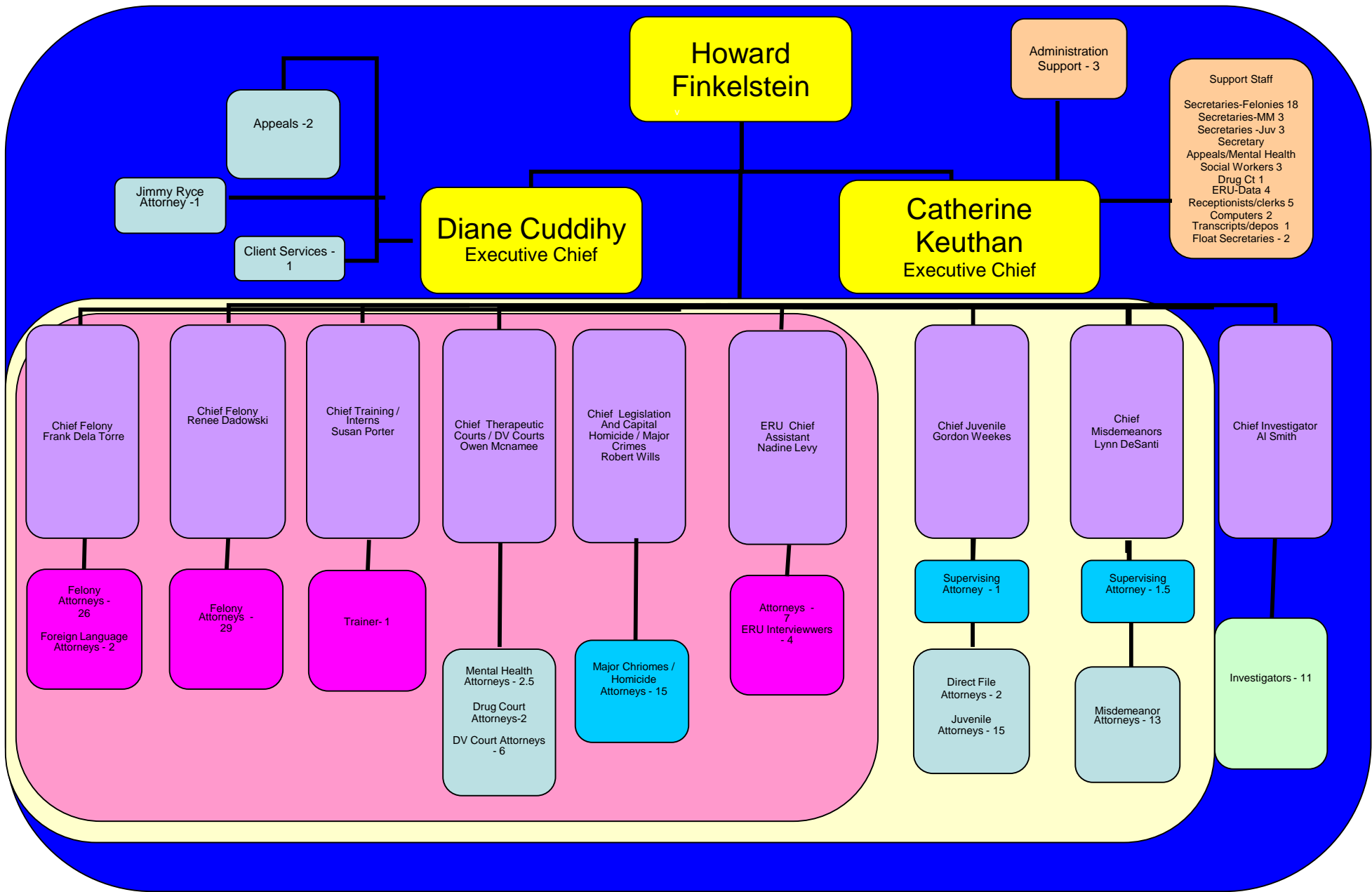


**PUBLIC DEFENDER'S APPELLATE OFFICE, 15
37.00 FTE POSITIONS STATE FUNDED**

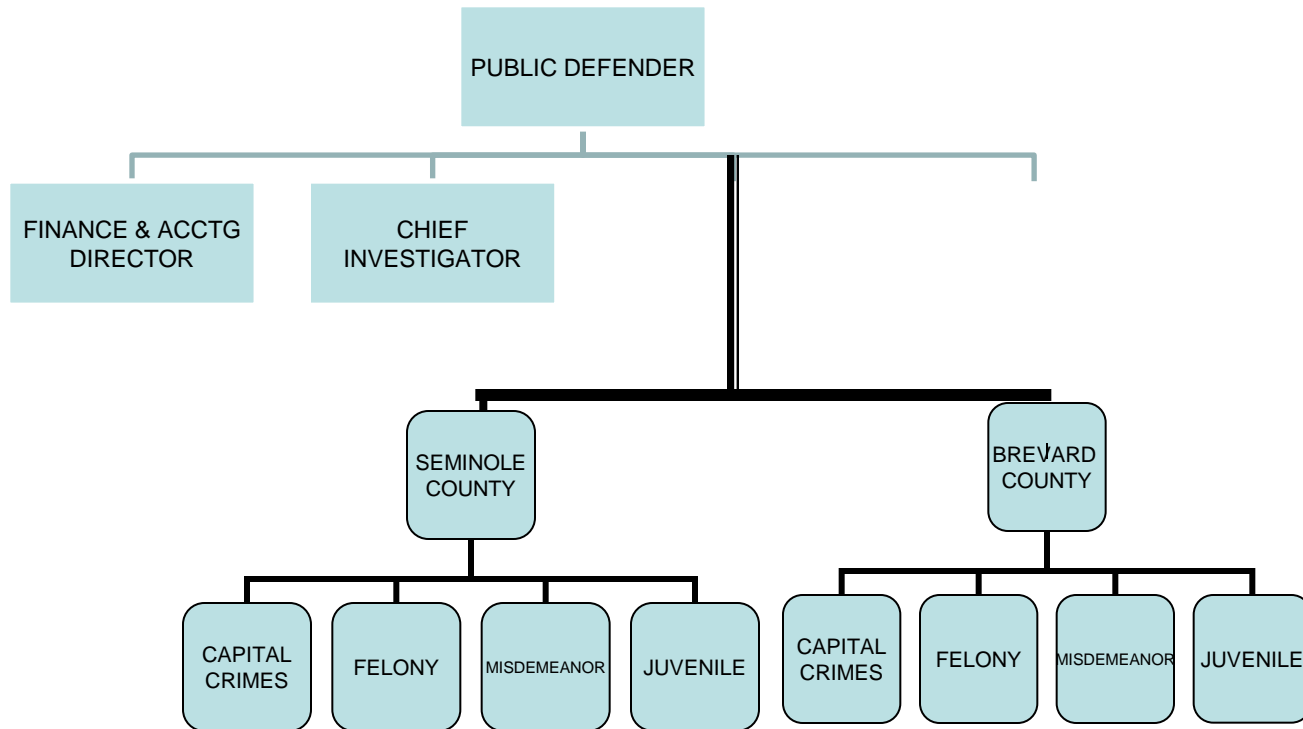
Effective: July 1, 2015

**OFFICE OF THE PUBLIC DEFENDER
SIXTEENTH JUDICIAL CIRCUIT
July 1, 2015**

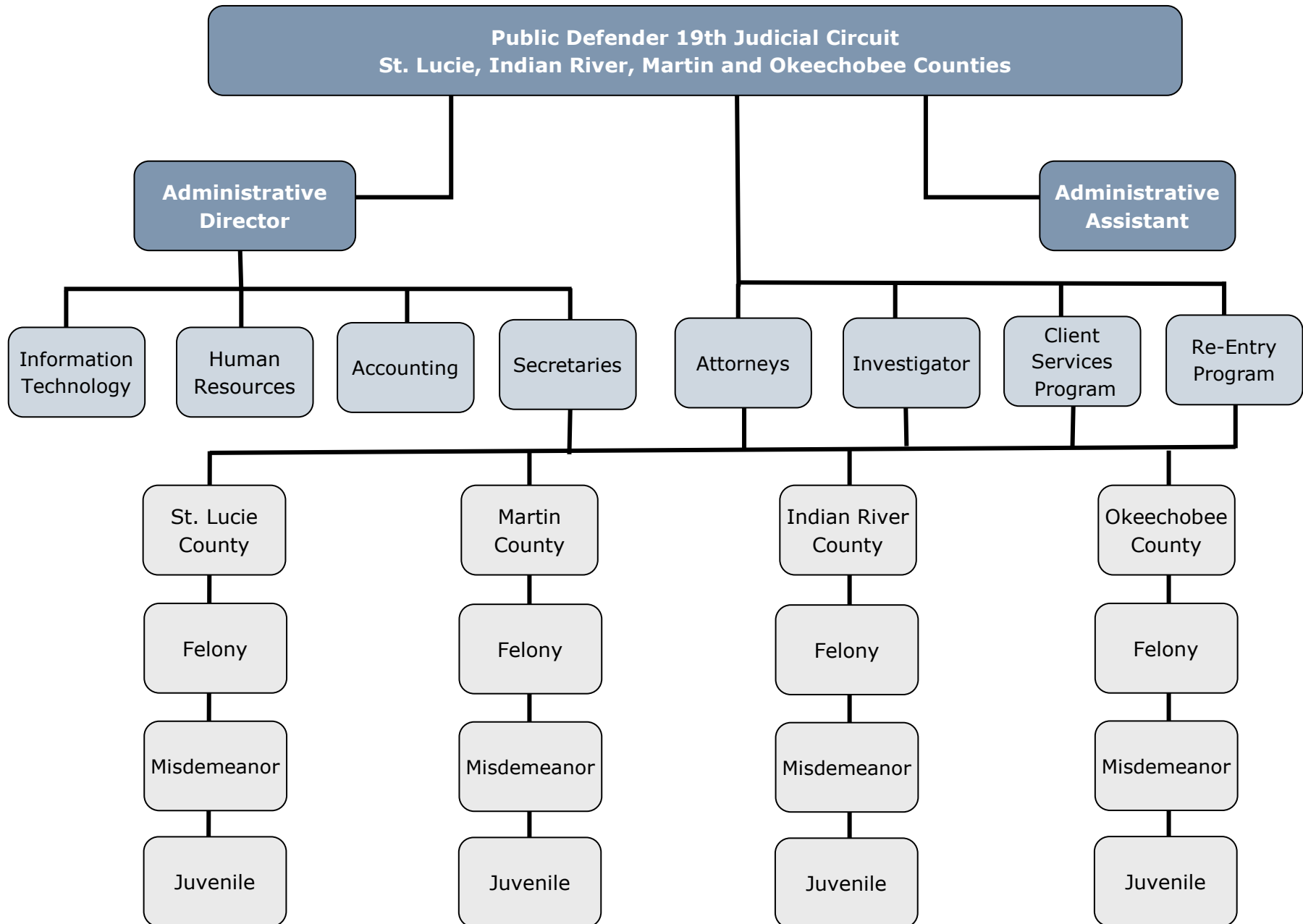




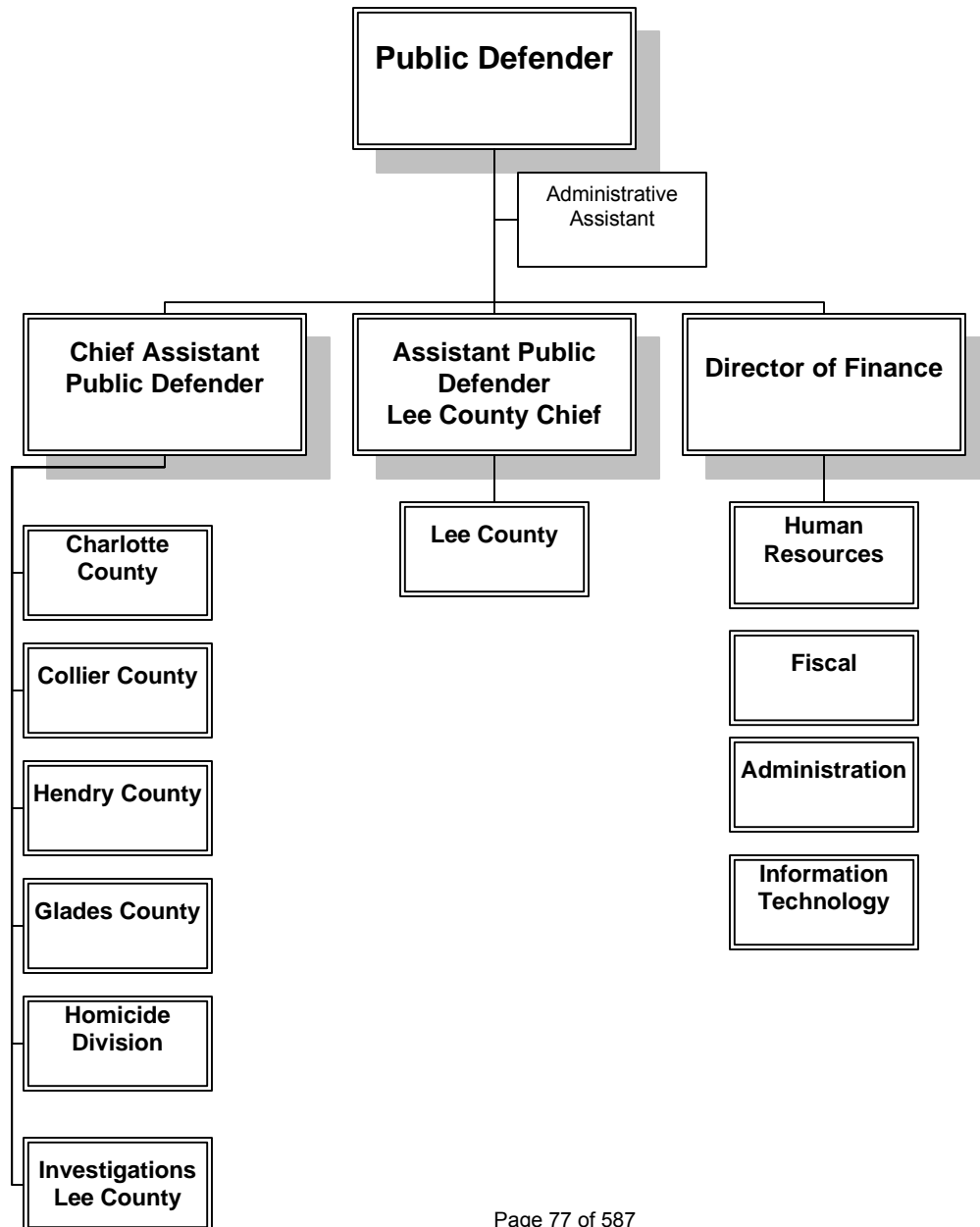
PUBLIC DEFENDER, EIGHTEENTH JUDICIAL CIRCUIT



119 FTE POSITIONS STATE FUNDED



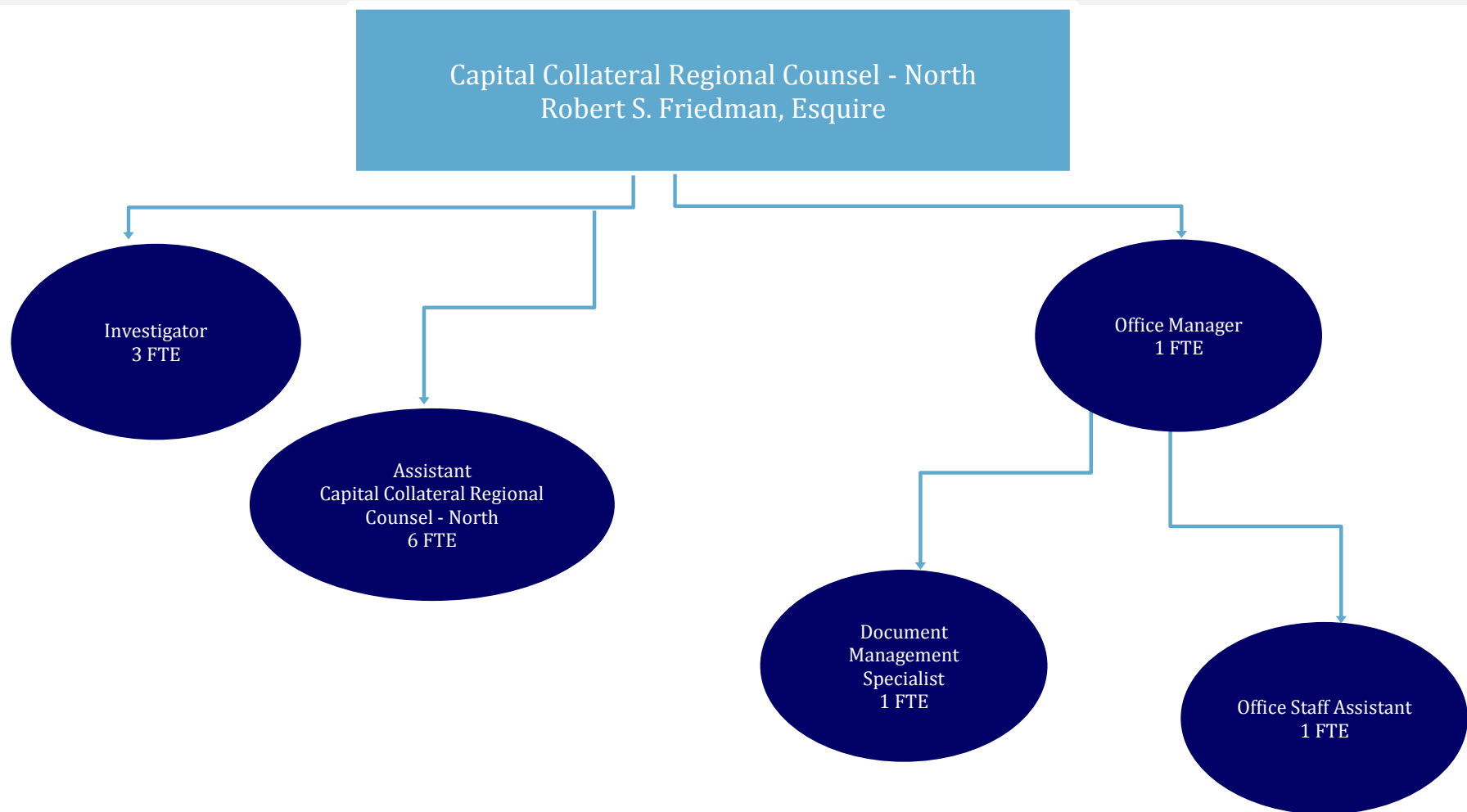
**Law Offices of Kathleen A. Smith
Public Defender – 20th Judicial Circuit
Organization Chart
As of July 1, 2015**



Authorized FTEs 138.0

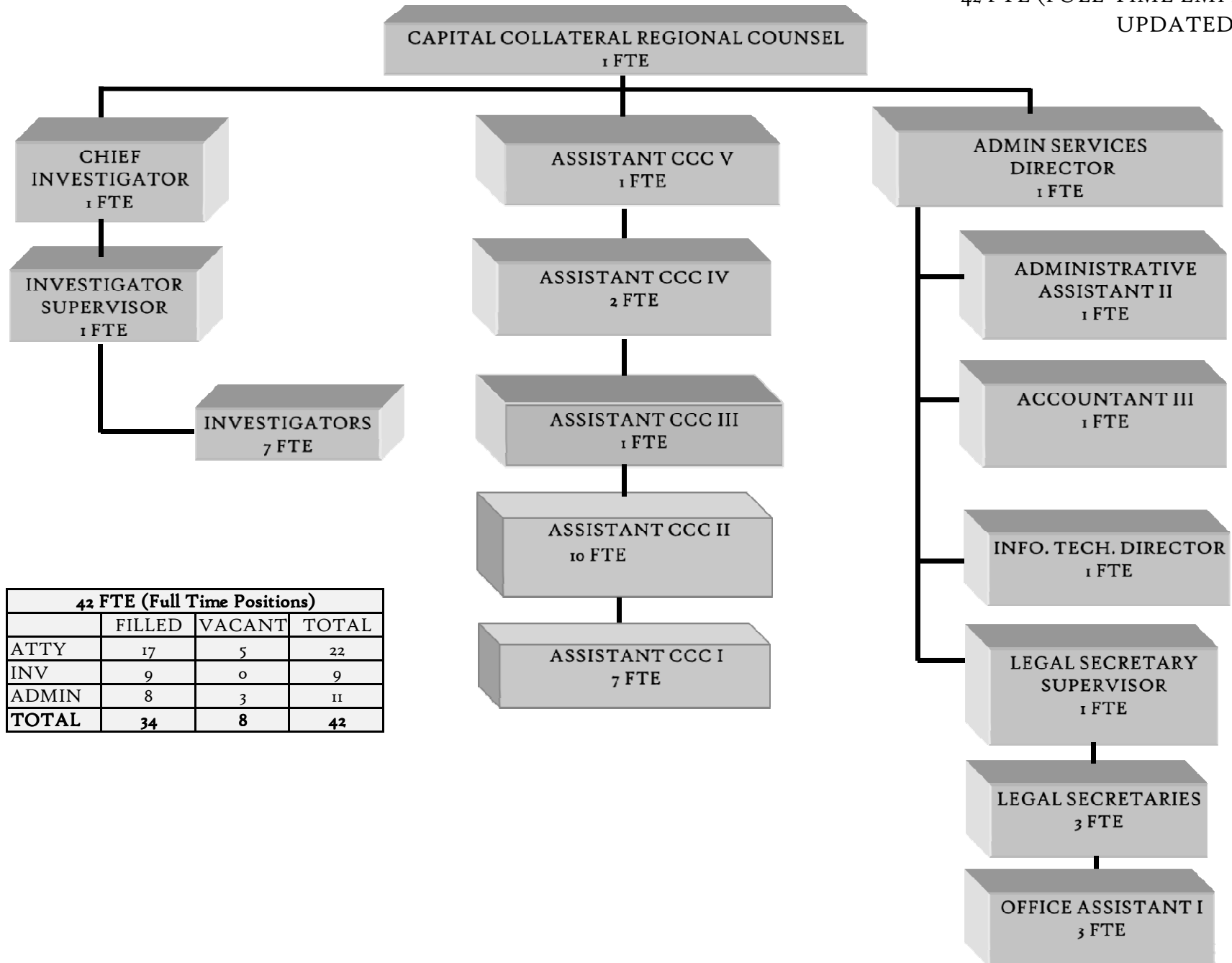
Capital Collateral Regional Counsel - North

Office Flow Chart FY 2015-16



CAPITAL COLLATERAL REGIONAL COUNSEL - MIDDLE REGION ORGANIZATIONAL CHART

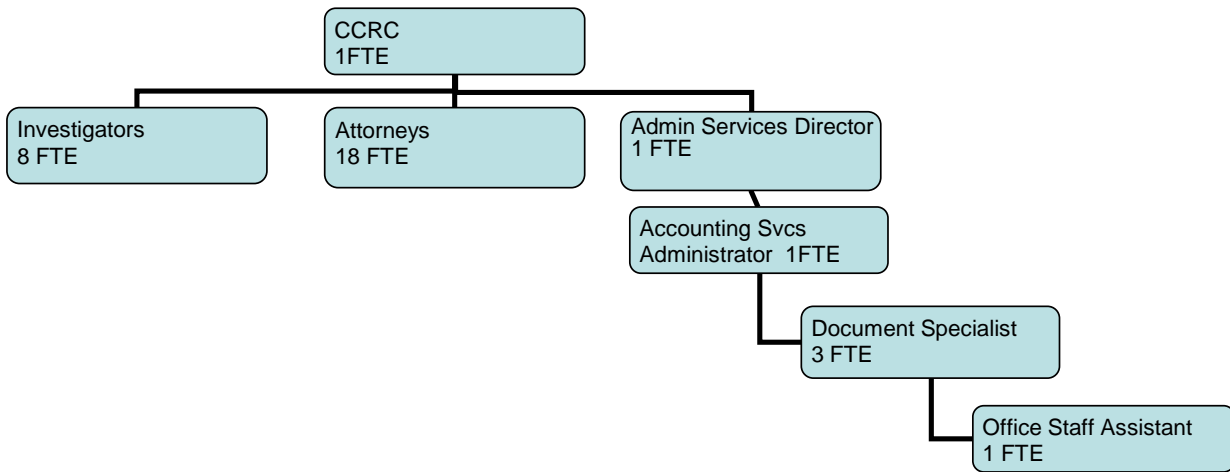
42 FTE (FULL-TIME EMPLOYEE)
UPDATED 07/01/15



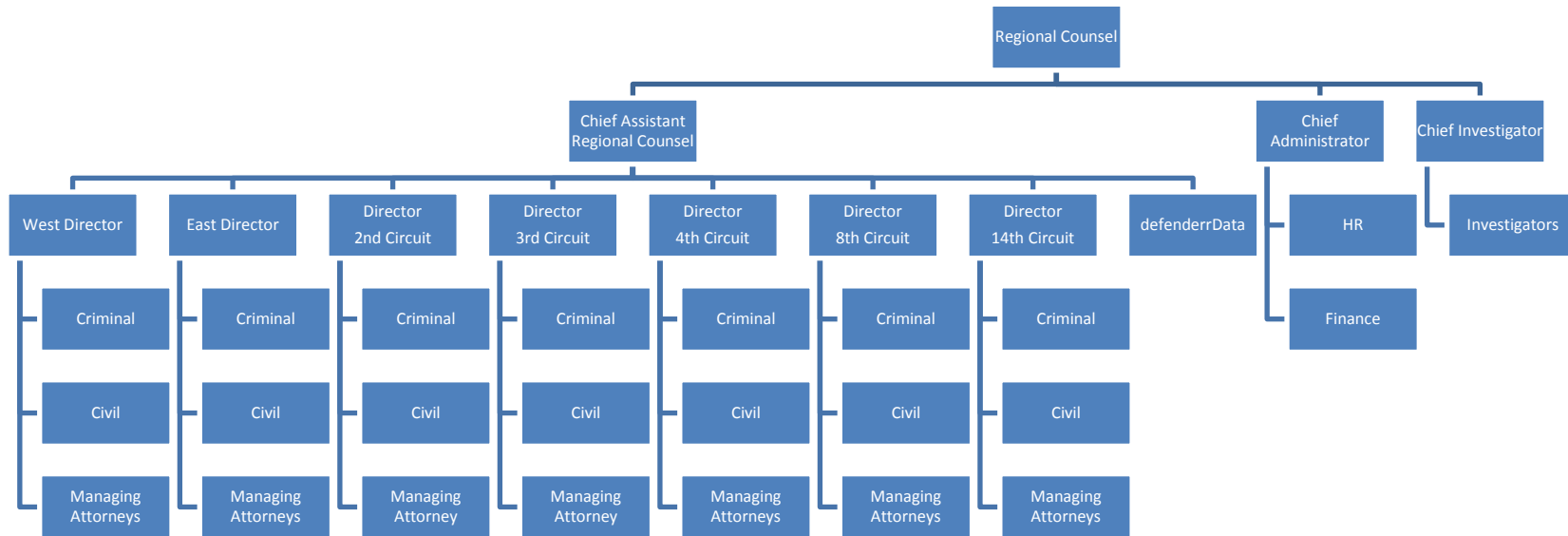
42 FTE (Full Time Positions)			
	FILLED	VACANT	TOTAL
ATTY	17	5	22
INV	9	0	9
ADMIN	8	3	11
TOTAL	34	8	42

Schedule X: Organizational Structure

CCRC-South
Org Chart 33FTE
07/01/2015



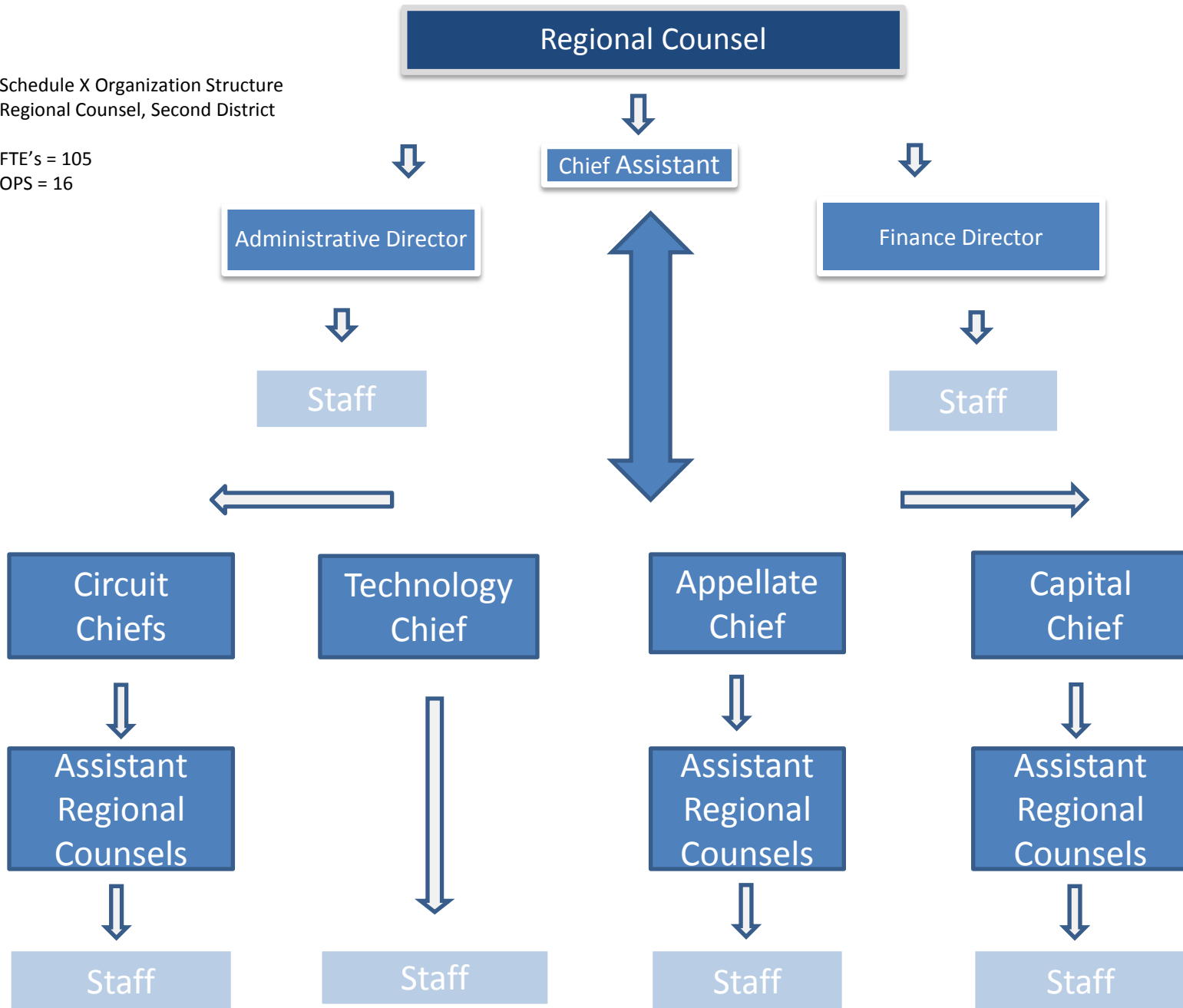
Regional Counsel 1



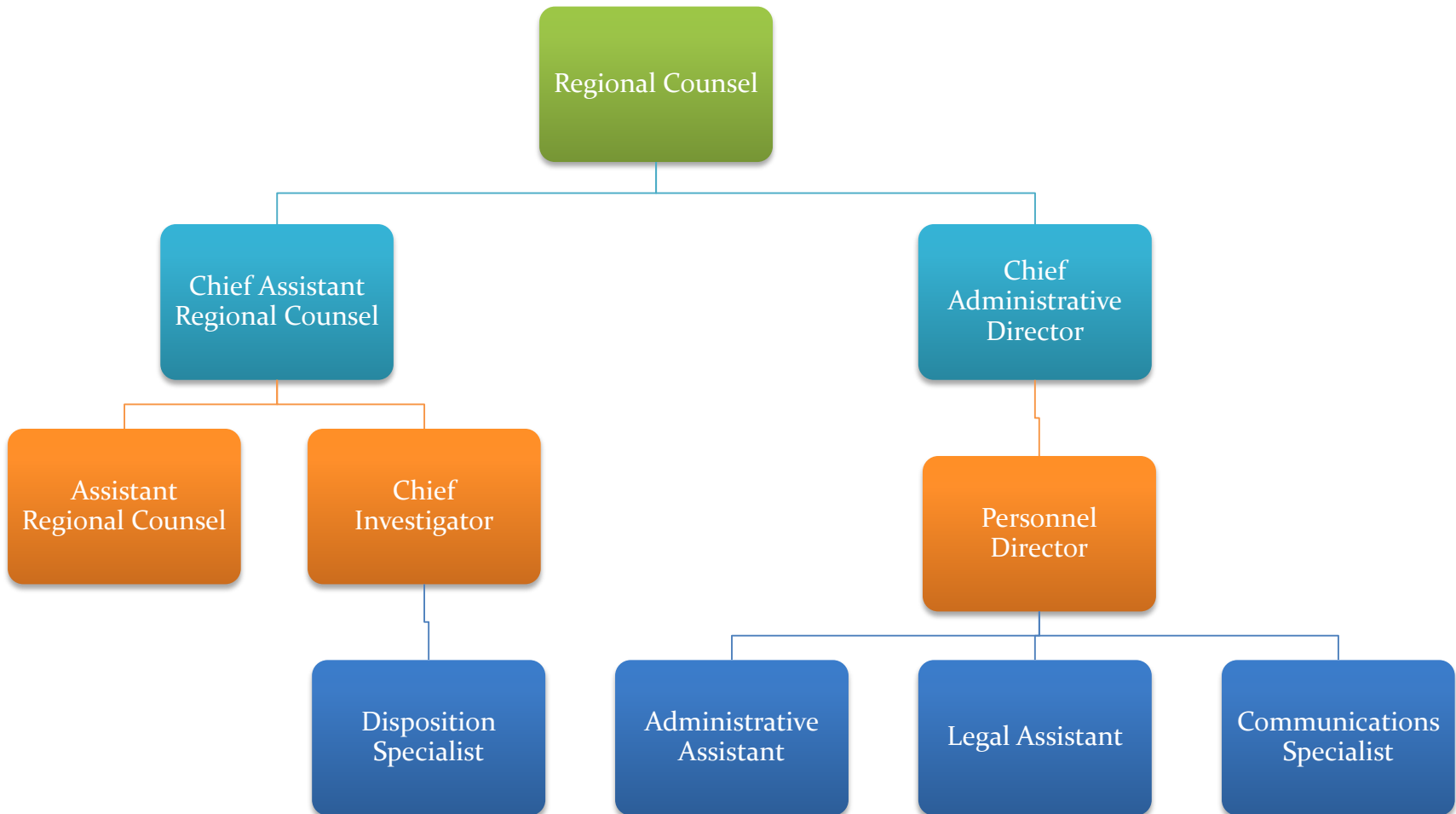
Effective 7/1/2015

Schedule X Organization Structure
Regional Council, Second District

FTE's = 105
OPS = 16

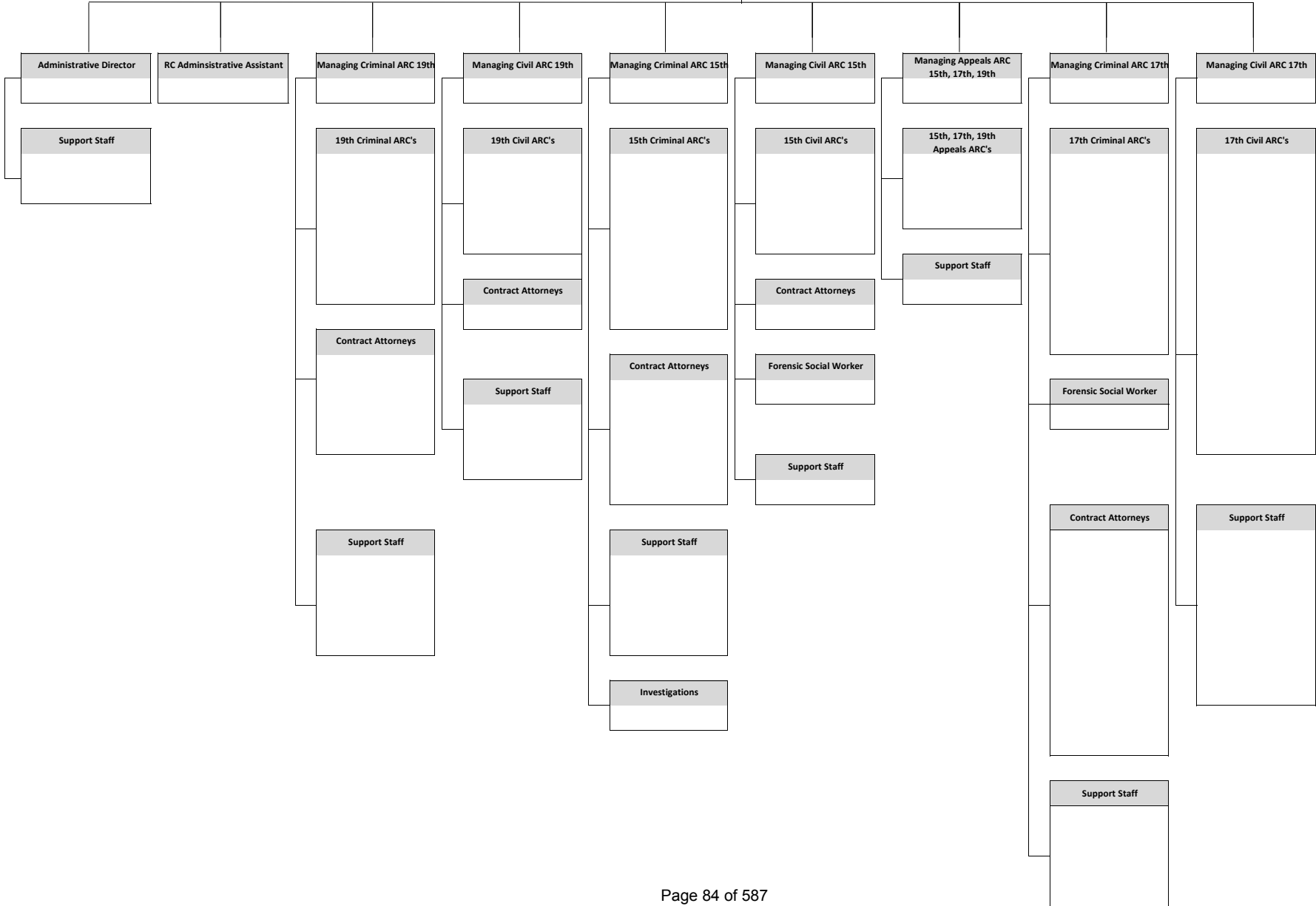


Criminal Conflict and Civil Regional Counsel; Third D.C.A. Region of Florida

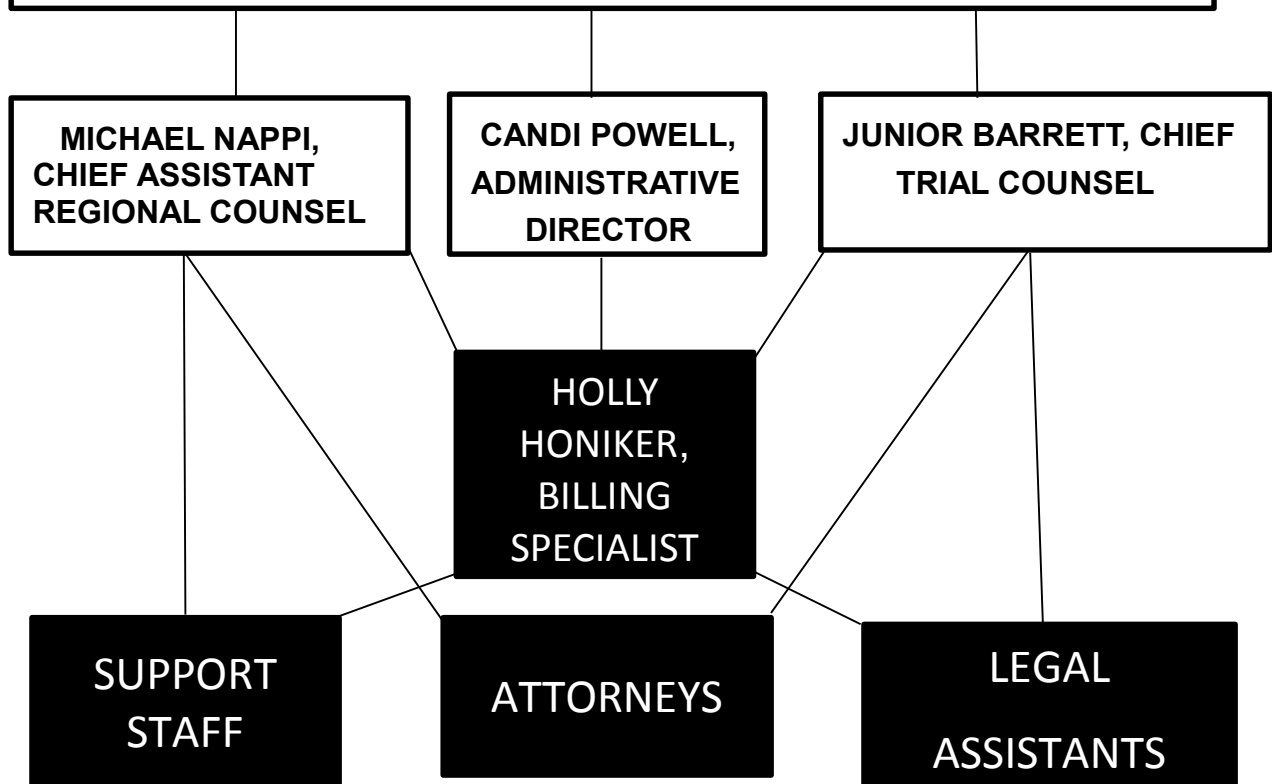


Regional Council

Chief Assistant Regional Council



JEFF DEEN, REGIONAL COUNSEL



- Effective July 1, 2015

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:

BE	PC	CODE	AC	TITLE
21650200	1203000000	ACT0170		PROPERTY MANAGEMENT

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):	853,874,592	
TOTAL BUDGET FOR AGENCY (SECTION III):	853,874,672	
	-----	-----
DIFFERENCE:	80-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====

Budget Entity Level Exhibits or Schedules

Justice Administrative Commission

Budget Entity: 21300800

Justice Administrative Commission

Schedule I Series

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Justice Administrative Commission

Child Support Trust Fund - 2084

Revenue Estimating Methodology:

Receipts of \$74,498 for FY 2015-16 and FY 2016-17 will be received in the JAC budget entity on behalf of the State Attorney Office in the Eleventh (11th) 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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Justice Administrative Commission
	20-2-339040

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	108,252.55	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	108,252.55	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(58,108.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8.00)	(I)		
Unreserved Fund Balance, 07/01/2015	50,136.55	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Justice Administrative Commission - 21300800

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

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

Reimbursements – Based on anticipated transfers from Bureau of State Payrolls for payroll deductions

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:

FY 2015-16-Receipts Applicable to SCGR	\$300,300
Less 8% Service Charge	\$24,024
= Receipts Applicable to 5% Assessment	\$276,276
X 5% State Trust Fund Reserve	\$13,814

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$300,300
X 8% Service Charge	\$24,024
FY 2016-17-Receipts Applicable to SCGR	\$300,300
X 8% Service Charge	\$24,024

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01 DESCRIPTION

43,789 FY 2013-2014 Non Certified Payables Adjustment

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Justice Administrative Commission - 21300800

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

Receipts of \$34,955 for FY 2015-16 and FY 2016-17 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:

None Applicable

Budget Entity Level Exhibits or Schedules

Statewide Guardian ad Litem

Budget Entity: 21310000

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Guardian ad Litem
LAS/PBS Fund Number:	20-2-339044

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	148,993.86	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	49,407.99	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	198,401.85	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,810.93)	(H)		
Approved "B" Certified Forwards	(15,128.72)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,540.56)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	173,921.64	(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.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
Budget Entity: Statewide Guardian ad Litem Program
LAS/PBS Fund Number: 20-2-339044

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; 189,050.36 (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 (15,128.72) (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: 173,921.64 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I) 173,921.64 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

**FY 2016-2017 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 2015-16, Fiscal Year 2016-17 and Fiscal Year 2017-18 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) = \$44,879

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 2014-15, Fiscal Year 2015-16 and Fiscal Year 2016-17 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) = \$40,747
- Monroe County (Circuit 16) = \$49,401
- 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 000799

The GAL program has one National Court Appointed Special Advocates (CASA) grant totaling \$40,000 in FY 2015-16 and will apply for additional grants in Fiscal Year 2015-16 and 2016-17. 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 2015-16, Fiscal Year 2016-17 and Fiscal Year 2017-18 these revenues are coded to revenue code 000799.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$ 212,127
Less 8% Service Charge	\$ 16,970
= Receipts Applicable to 5% Assessment	\$ 195,157
X 5% State Trust Fund Reserve	\$ 9,758

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$212,127
X 8% Service Charge	\$16,970
FY 2016-17-Receipts Applicable to SCGR	\$212,127
X 8% Service Charge	\$16,970

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$39	September 2014 CF REVERSION

Budget Entity Level Exhibits or Schedules

State Attorneys

Budget Entities: 21500100 through 21502000

State Attorneys
Schedule I Series

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-1st Judicial Circuit
	20-2-058001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	877,847.62	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	108,514.37	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	986,361.99	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(10.17)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(34,666.55)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	951,685.27	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 1st Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 01's estimated receipts are \$268,773 for FY 15/16 and \$268,773 for FY 16/17.

Cost of Prosecution: The revenues anticipated in the State Attorney Revenue Trust Fund, Cost of Prosecution for FY 2015-2016 is \$1,350,000. The revenues anticipated for FY 2016-2017 is \$1,400,000. The revenue estimates were determined by using an average of the monthly deposits for FY 2014-2015 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 Clerks have changed their office practices regarding collection, experienced an increase in collections.

Local Ordinance Prosecution: The revenues anticipated in the Local Ordinance Prosecution for FY 2015-2016 is \$10,000. It is also anticipated that we will receive \$10,000 in FY 2016-2017. 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 2015-2016 is \$2,000. It is also anticipated that we will receive \$2,000 in FY 2016-2017. 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 2015-2016 or in FY 2016-2017. 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. We have not received any revenue on "Restitution" to date.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,738,773
Less 8% Service Charge	\$139,102
= Receipts Applicable to 5% Assessment	\$1,599,671
X 5% State Trust Fund Reserve	\$79,984

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,738,773
X 8% Service Charge	\$139,102
FY 2016-17-Receipts Applicable to SCGR	\$1,790,773
X 8% Service Charge	\$143,262

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
Budget Entity:	State Attorneys Office-1st Judicial Circuit
LAS/PBS Fund Number:	20-2-316001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	9,953.08	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	4,071.32	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	14,024.40	(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 (Nonoperating)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	14,024.40	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-1st Judicial Circuit
	20-2-339012

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	12,890.59	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	11,469.33	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	24,359.92	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,483.20)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	18,876.72	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 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. V14172 and is anticipated to be \$209,839 for FY 2015-2016 and is anticipated to be \$202,839 for FY 2016-2017 under Contract No. V15172.

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 upon 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 2015-2016 are \$282,097 and the amount of anticipated revenues for FY 2016-201 are \$282,097.

Stop Violence Against Woman (VAWA): The revenue amounts are fixed under Contract No. 15-8044-SAO and it is anticipated to be \$687.00 for FY 2015-2016. The contract has been terminated and no revenue amounts are to be anticipated for FY 2016-2017.

STOP – Florida Council Against Sexual Violence: The revenue amounts are fixed under subcontract – 15STO54 and are anticipated to be \$20,946.00 for FY 2015-2016 and it is also anticipated to be \$20,946.00 for FY 2016-2017.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$282,097
Less 8% Service Charge	\$22,568
= Receipts Applicable to 5% Assessment	\$259,529
X 5% State Trust Fund Reserve	\$12,976

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$282,097
X 8% Service Charge	\$22,568
FY 2016-17-Receipts Applicable to SCGR	\$282,097
X 8% Service Charge	\$22,568

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

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

Agency Name: JAC /State Attorney Office-1st Judicial Circuit

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the 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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	120,489.00	209,839.00	202,839.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	120,489.00	209,839.00	202,839.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-2nd Judicial Circuit
	20-2-058002

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	355,217.22	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	355,217.22	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(485.76)	(H)		
Approved "B" Certified Forwards	(24,324.75)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(17,798.64)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	312,608.07	(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.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	336,932.82	(A)
--	-------------------	-----

Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	(24,324.75)	(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)
--	--	-----

ADJUSTED BEGINNING TRIAL BALANCE:	312,608.07	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	312,608.07	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 02's estimated receipts are \$155,168 for FY 15/16 and \$155,168 for FY 16/17.

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. An investigation into the operation of one Clerk's collections resulted in the prosecution of a probation officer. We expect collections in and remittances from that county to improve.

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:

FY 2015-16-Receipts Applicable to SCGR	\$968,290
Less 8% Service Charge	\$77,463
= Receipts Applicable to 5% Assessment	\$890,827
X 5% State Trust Fund Reserve	\$44,541

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$968,290
X 8% Service Charge	\$77,463
FY 2016-17-Receipts Applicable to SCGR	\$975,168
X 8% Service Charge	\$78,013

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$-7,165	FY 2013-14 Accrual Adjustment

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys Office-2nd Judicial Circuit
LAS/PBS Fund Number:	20-2-339008

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	84,027.12	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	18,050.40	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	102,077.52	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	102,077.52	(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 2016-2017 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 Applicable

**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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	214,275.00	236,000.00	236,000.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	214,275.00	236,000.00	236,000.00		

Transfers Out (Operating and Non-Operating) <small>(Provide Agency and Fund Number Transferred To)</small>	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-3rd Judicial Circuit
	20-2-058003

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	260,536.02	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	260,536.02	(F)		
LESS 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)	(12,336.68)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	248,199.34	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

FY 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 03's estimated receipts are \$90,053 for FY 15/16 and \$90,053 for FY 16/17.

Cost of Prosecution: The State Attorney's Office, Third Circuit projects revenue of \$500,000 for FY 2015-2016 and \$500,000 for FY 2016-2017. This revenue projection is based on actual receipts collected in FY 2014-2015 along with the number of cases that are currently being handled by Pre-Trial Diversion Programs. The majority of the revenue in this fund is collected from Pre-Trial Diversion Programs. In addition, 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: Revenue collected from Worthless Checks has declined in recent years. This is a result of electronic processing of checks by vendors and the number of customers using debit cards for purchases instead of checks. It is projected that the revenues in the Worthless Check trust fund will be \$5,000 for FY 15-16 and \$4,000 for FY 16-17. This was calculated using the latest trust fund deposits and annualizing those figures. Actual receipts from the previous fiscal year were also evaluated to see if these projections were reasonable.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$595,053
Less 8% Service Charge	\$47,604
= Receipts Applicable to 5% Assessment	\$547,449
X 5% State Trust Fund Reserve	\$27,372

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$595,053
X 8% Service Charge	\$47,604
FY 2016-17-Receipts Applicable to SCGR	\$594,053
X 8% Service Charge	\$47,524

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-3rd Judicial Circuit
	20-2-339013

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	124,906.74	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	34,589.14	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	159,495.88	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	159,495.88	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 3rd Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Victims of Crime Act (VOCA): The revenue amount for this grant is fixed for FY 14-15 under Contract No. V119-14097 which expires September 30, 2015. The award amount for Contract number V119-14097 is \$210,065 annually which covers the first quarter of fiscal year 2015-2016. This office has been awarded a VOCA grant of \$264,668 for the Fiscal Year beginning October 1, 2015. This award will cover the second through fourth quarters of fiscal year 2015-2016. The agency anticipates that an award of like amount would be available in FY 2016-2017. The amount of \$264,668 includes a new position. The grant reimbursement may not be for the full amount if this office is unable to recruit and employ a new Victim Advocate for the entire grant year. For state Fiscal Year 2015-2016, the revenue received under this grant would be \$251,017. For state Fiscal Year 2016-2017, the revenue would be \$264,668.

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 October 1, 2012 through September 30, 2015. It is paid at the rate of \$361 per month. The FY 2015-2016 revenue estimate is \$1083.00 (\$361 X 3 months). The current contract expires on September 30, 2015 and will not be renewed. There is no revenue expected for this grant in FY 2016-2017.

County Information Technology: The revenue collected under this agreement is provided from funds collected from the counties that make up the Third Judicial Circuit (Columbia, Dixie, Hamilton, Lafayette, Madison, Suwannee, and Taylor) for the purpose of partially reimbursing the salaries and benefits of Information and Technology staff. The agreement for FY 2015-2016 is for \$47,558. This agency estimates that the same amount will be available in FY 2016-2017.

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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	204,899.00	251,107.00	264,668.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	204,899.00	251,107.00	264,668.00		

Transfers Out (Operating and Non-Operating) <small>(Provide Agency and Fund Number Transferred To)</small>	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-4th Judicial Circuit
	20-2-058004

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,974,887.71	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,974,887.71	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,187.64)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(39,850.16)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	2,928,849.91	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 04's estimated receipts are \$441,952 for FY 15/16 and \$441,952 for FY 16/17.

Cost of Prosecution: The State Attorney's Office Fourth Judicial Circuit is projecting revenues for FY-16 to be \$1,442,475, and the same for FY-17. Revenue projections for Cost of Prosecution are based on an average of the last three years revenue.

Worthless Checks: The State Attorney's Office Fourth Judicial Circuit is projecting revenues for FY-16 to be \$9,828, and the same for FY-17. Revenue projections for Worthless Checks are based on an average of the last three years revenue.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,956,952
Less 8% Service Charge	\$156,556
= Receipts Applicable to 5% Assessment	\$1,800,396
X 5% State Trust Fund Reserve	\$90,020

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,956,952
X 8% Service Charge	\$156,556
FY 2016-17-Receipts Applicable to SCGR	\$1,956,952
X 8% Service Charge	\$156,556

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$23,887	SEPTEMBER 2014 CF REVERSION
\$ -9,684	FY 2013-14 CF Encumbrance

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-4th Judicial Circuit
	20-2-316004

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,529,215.30	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,529,215.30	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	\$ (31,277.66)	(H)		
Approved "B" Certified Forwards	\$ (19,960.85)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,462.94)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,476,513.85	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,495,749.70	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)		(B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100010	725.00	(C)
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SWFS Adjustment # and Description		(C)
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Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(19,960.85)	(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)
--	--	-----

		(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	1,476,513.85	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	1,476,513.85	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 4th 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 \$180,000 in revenue for FY-16 and FY-17 in FIST (State). Revenues are projected based on prior fiscal year's revenue.

The State Attorney's Office Fourth Judicial Circuit has entered into an Equitable Sharing agreement with the Department of Justice and anticipates revenue for fiscal years 2015-16 and 2016-17 to be \$160,000. The funds are awarded based on involvement and asset availability. These projections are based on current pending equitable sharing requests.

The State Attorney's Office Fourth Judicial Circuit has entered into an Equitable Sharing agreement with the Department of Treasury and anticipates revenue for fiscal years 2015-16 and 2016-17 to be \$150,000. The funds are awarded based on involvement and asset availability. These projections are based on current pending equitable sharing requests.

5 Percent State Trust Fund Reserve:

FY 2014-15-Receipts Applicable to SCGR	\$180,000
Less 8% Service Charge	\$14,400
= Receipts Applicable to 5% Assessment	\$165,600
X 5% State Trust Fund Reserve	\$ 8,280

8 Percent Service Charge to General Revenue:

FY 2014-15-Receipts Applicable to SCGR	\$180,000
X 8% Service Charge	\$14,400
FY 2015-16-Receipts Applicable to SCGR	\$180,000
X 8% Service Charge	\$14,400

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$725	STATEWIDE FINANCIAL STATEMENT ADJ. #B21000010

**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 : Forfeiture and Investigative Support Trust Fund 20 2 316004

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 14-15 (A01)	Amount FY 15-16 (A02)	Amount FY 16-17 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Financial Services FID #2393	001500	100,000.00			310322	Sita Pamidi/ 9-8-2015
TOTAL		100,000.00	0.00	0.00		

Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)	Transfer Out Expenditure Category	Amount FY 14-15 (A01)	Amount FY 15-16 (A02)	Amount FY 16-17 (A03)	Transfer In Revenue Category	Confirmed By/Date

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-4th Judicial Circuit
	20-2-339007

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	587,801.48	(A)		587,801.48
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	70,331.86	(D)		70,331.86
ADD: SWFS # B2100001		(E)	26,550.10	26,550.10
Total Cash plus Accounts Receivable	658,133.34	(F)	26,550.10	684,683.44
LESS 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)	(164.00)	(I)		(164.00)
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/2015	657,969.34	(K)	26,550.10	684,519.44 **

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 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. 16-8030-SAO are anticipated to be \$90,000 for FY 15-16 and \$90,000 for FY 16-17.

Stop Violence against Women VAWA (FCASV):

The revenue amounts under Contract No. 15STO56 are anticipated to be \$26,021 for FY 15-16 and \$26,021 for FY 16-17.

Victims against Crime Act VOCA:

The revenue amounts under Contract No. V22014230 are anticipated to be \$269,000 for FY 15-16 and \$269,000 for FY 16-17.

Insurance Fraud Prosecution:

The projected revenue amounts for the Insurance Fraud Prosecution Trust Fund for FY 15-16 are \$250,818 and the same for FY 16-17.

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 \$85,000 in FY 15-16 and \$85,000 in FY 16-17. This trust fund is subject to an 8% service charge, and is thereby reduced by that amount every year.

Tax Recovery:

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

BYRNE - JAG - CPU Grant:

This program was appropriated by the Florida Legislature and funded through the Edward Byrne Memorial Justice Assistance Grant. In FY 15-16, this office is slated to receive \$140,000 and \$140,000 for FY 16-17.

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 15-16 and FY 16-17 are \$0.

FDLE Victim/Witness Protection Program:

This program assists victims and witnesses who are being threatened for testifying. The projected revenues for FY 15-16 and FY 16-17 are \$0.

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 15-16 and FY 16-17 is \$0.

National Sexual Assault Kit Initiative (SAKI):

The revenue amounts under Contract No. 2015-AK-BX-K017 are anticipated to be \$500,000 for FY-16 and \$670,000 for FY-17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$85,000
Less 8% Service Charge	\$6,800
= Receipts Applicable to 5% Assessment	\$78,200
X 5% State Trust Fund Reserve	\$3,910

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$85,000
X 8% Service Charge	\$6,800
FY 2016-17-Receipts Applicable to SCGR	\$85,000
X 8% Service Charge	\$6,800

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01

STATEWIDE FIN. STATEMENT ADJ #B2100001

DESCRIPTION

This financial statement adjustment was initiated to set up a receivable in an effort to properly recognize the Circuit's revenue in the year in which it was earned.

**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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Financial Services FID #2393	001500	251,131.00	251,156.00	251,156.00	100522	Sarah Goodman/ 9-8-2015
Department of Legal Affairs FID #2261	001510	176,815.00	269,000.00	269,000.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
TOTAL		427,946.00	520,156.00	520,156.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-5th Judicial Circuit
	20-2-058005

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,902,877.80	(A)	-	
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,902,877.80	(F)	-	
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(154.56)	(H)		
Approved "B" Certified Forwards	(25,048.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(42,598.76)	(I)		
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/2015	2,835,076.48	(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.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	2,860,124.48	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	(25,048.00)	(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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ADJUSTED BEGINNING TRIAL BALANCE:	2,835,076.48	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	2,835,076.48	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

FY 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 05's estimated receipts are \$270,714 for FY 15/16 and \$270,714 for FY 16/17.

Cost of Prosecution: Cost of prosecution is still somewhat new and has not had a long history upon which to base projections. Revenues based on actual figures for FY 2013-2014 is \$1,189,336.96 and for FY 2014-2015 is \$1,719,868.50. The State Attorney's Office 5th Judicial Circuit still cannot predict if a defendant will pay their cost of prosecution fee. The State Attorney's Office 5th Judicial Circuit's average for the past 2 fiscal years has been \$1,454,602.73. Since there was an increase in funds received for fiscal year 2014-2015, SAO5's estimated revenue for FY 2016-2017 to be \$1,630,000.

Worthless Checks: Worthless check revenue projections are based on the past two year's performance. Revenues have steadily decreased over the past few years. The State Attorney's Office 5th Judicial Circuit projections have been adjusted accordingly. Receipts for FY 2012-2013 was \$21,722 receipts for FY 2013-2014 was \$18,461, and receipts for FY 2014-2015 \$10,072. Estimated revenue expected for FY 2016-2017 is \$14,200.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$2,000,654
Less 8% Service Charge	\$160,052
= Receipts Applicable to 5% Assessment	\$1,840,601
X 5% State Trust Fund Reserve	\$92,030

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$2,000,654
X 8% Service Charge	\$160,052
FY 2016-17-Receipts Applicable to SCGR	\$1,917,414
X 8% Service Charge	\$153,393

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Civil RICO Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-5th Judicial Circuit
	20-2-095001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1.07	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	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)		
Unreserved Fund Balance, 07/01/2015	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

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
Budget Entity:	State Attorneys Office-5th Judicial Circuit
LAS/PBS Fund Number:	20-2-316005

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.03	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	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)		
Unreserved Fund Balance, 07/01/2015	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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-5th Judicial Circuit
	20-2-339014

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	495,739.92	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	14,934.32	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	510,674.24	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,486.14)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(18,837.40)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	488,350.70	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE

State Attorney Office, 5th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Violence Against Women Act: VAWA Contract #14-8031-SAO for FY 2013-2014 was \$93,131. VAWA Contract #15-8031 for FY 2014-2015 was \$93,131.43. VAWA Contract # 16-8031-SAO for FY 2015-2016 is \$74,505.14 for Domestic Violence and \$23,538.00 for Sexual Assault. Total contract amount \$98,043.14. For FY 2016-2017 The State Attorney's Office 5th Judicial Circuit is requesting \$102,900 in Trust Fund Authority.

VAWA-FCASV-Grant is new. SAO5 was awarded \$25,620.00, Contract 15STO57 for prosecution against sexual violence.

For FY 2016-2017 The State Attorney's Office 5th Judicial Circuit is requesting \$25,620.00 in Trust Fund Authority.

Victims of Crime Act: Contract #V13086 for FY 2013-2014 was approved for \$89,781. The State Attorney's Office 5th Judicial Circuit 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 5th Judicial Circuit was awarded funds for the VOCA grant for FY 2014-2015 in the amount of \$90,584.

SAO5 submitted paperwork in February 2015 to the Office of the Attorney General for FY 2015-2016 requesting funding in the amount \$109,322. This request was to cover salaries for 2 FTE positions in Marion at 100%. After careful review, SAO5 re-submitted an updated grant application requesting 2 additional positions for Victim/Witness Counselors (1-Lake County and 1- Hernando County) for FY 2016-2017 total amount requested is \$192,560.

On September 4, 2015, SAO5 received notification from the Attorney General that any increase would need additional budget authority form the U.S . Dept of Justice which will be addressed during the 2016 Legislative session.

For FY 2016-2017 the State Attorney's Office Fifth Judicial Circuit is requesting \$140,000 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 5th Judicial Circuit. Marion county reimbursement for FY 2015-2016 is \$336,360. Lake county reimbursement for FY 2015-2016 is \$270,280. Hernando county reimbursement for FY 2015-2016 is \$138,031. Citrus county reimbursement for FY 2015-2016 is \$120,840. Sumter county reimbursement for FY 2015-2016 is \$102,874. The expected reimbursement from each county for FY 2016-2017 is \$968,385.00.

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 5th 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 5th Judicial Circuit. The City of Belleview's contract states that \$100 will be paid per case prosecuted by The State Attorney's Office 5th Judicial Circuit. The City of Ocala's contract states a cost of \$50.00 per hour. Receipts for FY 2013-2014 were \$23,275 and receipts for FY 2014-2015 were \$38,965. For FY 2016-2017 The State Attorney's Office Fifth Judicial Circuit is requesting \$35,000 in Trust Fund Authority.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$922,933
Less 8% Service Charge	\$73,835
= Receipts Applicable to 5% Assessment	\$849,098
X 5% State Trust Fund Reserve	\$42,455

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$922,933
X 8% Service Charge	\$73,835
FY 2016-17-Receipts Applicable to SCGR	\$1,003,385
X 8% Service Charge	\$80,271

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-5th 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 339014

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	84,126.00	109,322.00	109,322.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	84,126.00	109,322.00	109,322.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-6th Judicial Circuit
	20-2-058006

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	9,254,847.57	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	3,823.99	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	9,258,671.56	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(22,564.08)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(45,979.18)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	9,190,128.30	(K)		**

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	9,189,457.58	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	670.72	(D)
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		(D)
--	--	-----

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	9,190,128.30	(E)
--	---------------------	-----

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	9,190,128.30	(F)
--	---------------------	-----

DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 6th Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 06's estimated receipts are \$559,021 for FY 15/16 and \$559,021 for FY 16/17.

Cost of Prosecution: Cost of Prosecution revenue increased 5.35% to \$1,530,133 in FY 2014-15 from \$1,452,439 in FY 2013-14. Revenue should continue to increase by 3% to \$1,576,818 in FY 2015-16 and remain steady in FY 2016-17 at \$1,576,818.

Worthless Checks: Revenue decreased by 59.35% from \$89,017 in FY 2013-14 to \$36,183 in FY 2014-15. The decreases in revenue are due in part to a major grocery chain handling their worthless checks in-house along with the reduction of paper checks and the increase in electronic transactions. Revenue should stabilize at \$36,183 for FY 2015-16 and FY 2016-17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$2,172,022
Less 8% Service Charge	\$173,762
= Receipts Applicable to 5% Assessment	\$1,998,260
X 5% State Trust Fund Reserve	\$99,913

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$2,172,022
X 8% Service Charge	\$173,762
FY 2016-17-Receipts Applicable to SCGR	\$2,172,022
X 8% Service Charge	\$173,762

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-6th Judicial Circuit
	20-2-316006

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	27,600.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	27,600.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	27,600.00	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-6th Judicial Circuit
	20-2-339002

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,054,598.47	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	10,475.72	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,065,074.19	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(118,030.14)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	947,044.05	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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, 07/01/15

Total all GLC's 5XXXX for governmental funds; 890,901.66 (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 56,142.39 (D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 947,044.05 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I) 947,044.05 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE

State Attorney Office, 6th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

1. DUI SPECIAL PROSECUTION - Grant M5CS-15-06-05

DUI Special Prosecution is a Federal indirect grant between this circuit and Florida Department of Transportation. This reimbursable grant will receive revenues of \$13,730 in FY 2015-16. The Grant ends after the first quarter FY 2015-16.

2. CHILD WELFARE LEGAL SERVICES - QJ5C3

Fiscal year 2015-16 is the second year of a two year agreement between this circuit and Florida Department of Children and Families. Revenues for FY 2015-16 are \$3,514,620. This contract includes increases to fund legislative raises and increases in retirement and health insurance. It is anticipated that the agreement will be entered into for FY 2016-17 with revenues at \$3,764,620.

3. VOCA - Victim of Crime Act-Grant #V153-14005

This reimbursable grant is between this circuit and the Office of the Attorney General which is the pass-through agency for the Victims of Crime Act. Revenue for FY 2015-16 will be \$46,403 and an increase is anticipated for FY 2016-17 of \$50,250.

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 for FY 2015-16 and FY 2016-17 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 for FY 2015-16 and 2016-17 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:

COLUMN A01	DESCRIPTION
\$16,675	SEPTEMBER 2014 CF REVERSION
\$53,406	FY 2013-14 LEAVE LIABILITY ADJ.

**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

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 14-15 (A01)	Amount FY 15-16 (A02)	Amount FY 16-17 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Transportation FID #2540	001510	55,762.00			088796	Christina Carswell/8-31-2015
Department of Legal Affairs FID #2261	001510	40,622.00	46,403.00	50,250.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	96,384.00	46,403.00	50,250.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-7th Judicial Circuit
	20-2-058007

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	931,096.96	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	2,455.11	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	933,552.07	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(27,612.25)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	905,939.82	(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 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 07's estimated receipts are \$294,404 for FY 15/16 and \$294,404 for FY 16/17.

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 57% since our base year of 2008. Collections were \$572,702 in 2008 and have increased to \$901,920 for 2014/2015. 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. We anticipate \$1,000,000 during FY 15/16 and \$1,100,000 during FY 16/17

Worthless Checks: Estimates are based on historical data and new efforts intended to increase revenues. Our Worthless Check Division continues to provide a critical service to the small business owners of our communities.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,339,404
Less 8% Service Charge	\$107,152
= Receipts Applicable to 5% Assessment	\$1,232,252
X 5% State Trust Fund Reserve	\$61,613

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,339,404
X 8% Service Charge	\$107,152
FY 2016-17-Receipts Applicable to SCGR	\$1,434,404
X 8% Service Charge	\$114,752

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
Budget Entity:	State Attorneys Office-7th Judicial Circuit
LAS/PBS Fund Number:	20-2-316007

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,610.48	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	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)		
Unreserved Fund Balance, 07/01/2015	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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-7th Judicial Circuit
	20-2-339010

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	45,048.62	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	12,920.42	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	57,969.04	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	57,969.04	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 7th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Victims of Crime Act (VOCA)

This is a Federal pass through grant to this agency. We have been told to expect renewal in FY15/16 for \$169,664 effective October 2015. We have applied for an increase to \$259,025 to begin during FY15/16 and remain at that level for FY16/17 and FY17/18.

Stop Violence Against Women (VAWA)

This is a Federal pass through grant to this agency. This grant has been renewed in FY 15/16 for \$79,299 and is expected to increase during FY 16/17 and FY 17/18 to \$99,299.

Stop Violence Against Women – Florida Coalition Against Sexual Violence (VAWA-FCASV)

This is a Federal pass through grant to this agency. This grant has been receive in FY 15/16 for \$21,317 and is expected to remain at that level during FY 16/17 and FY 17/18.

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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	147,454.00	169,664.00	259,025.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	147,454.00	169,664.00	259,025.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-8th Judicial Circuit
	20-2-058008

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,724,140.32	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,724,140.32	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(242.88)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(16,853.72)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	2,707,043.72	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 08's estimated receipts are \$172,486 for FY 15/16 and \$172,486 for FY 16/17.

Worthless Checks: The revenue amount in FY 2014-2015 was \$9,835. Due to a large vendor returning to our office for prosecution of Worthless Checks this is expected to increase by 50% to \$14,753 for FY 2015-16 and remain the same for FY 2016-17.

Cost of Prosecution: The revenue amount for FY 2014-2015 was \$579,462. We anticipate the collections to remain the same for FY 2015-16 and FY 2016-17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$766,701
Less 8% Service Charge	\$61,336
= Receipts Applicable to 5% Assessment	\$705,365
X 5% State Trust Fund Reserve	\$35,268

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$766,701
X 8% Service Charge	\$61,336
FY 2016-17-Receipts Applicable to SCGR	\$766,701
X 8% Service Charge	\$61,336

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-8th Judicial Circuit
	20-2-316008

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	418.64	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	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)		
Unreserved Fund Balance, 07/01/2015	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

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys Office-8th Judicial Circuit
LAS/PBS Fund Number:	202-339015

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	252,595.66	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	19,840.24	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	272,435.90	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(488.00)	(I)		
LESS:		(J)		
Unreserved Fund Balance, 07/01/2015	271,947.90	(K)		**

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2016 - 2017

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, 07/01/15

Total all GLC's 5XXXX for governmental funds; 271,420.98 (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 526.92 (D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 271,947.90 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I) 271,947.90 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 8th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Victims of Crime Act VOCA: VOCA Grant FY 2014-2015 contract amount \$238,319 for the period of October 2014-September 2015

$\$238,319 / 12 = \$19,859.92 * 3 \text{ months (July 2015-September 2015)} = \$59,579.76$

VOCA Grant FY 2015-2016 contract amount \$317,888 for the period of October 2015-September 2016

$\$317,888 / 12 = \$26,490.67 * 9 \text{ months (October 2015-June 2016)} = \$238,416.03$

$\$59,579.76 + \$238,416.03 = \$297,995.79$ rounded **\$297,996** for State of Florida FY 2015-2016.

VOCA Grant FY 2015-2016 contract amount \$317,888 for the period of October 2015-September 2016

$\$317,888 / 12 = \$26,490.67 * 3 \text{ months (July 2016-September 2016)} = \$79,472.01$

VOCA Grant FY 2016-2017 is anticipated to increase 5% to \$333,782 for the period of October 2016-September 2017

$\$333,782 / 12 = \$27,815.17 * 9 \text{ months (October 2015-June 2016)} = \$250,336.53$

$\$79,472.01 + \$250,336.53 = \$329,808.54$ rounded **\$329,809** for State of Florida FY 2016-2017.

Stop Violence Against Women VAWA - FCADV: The revenue amount for FY 2015-16 are fixed under contract at \$53,455 and it is anticipated to increase by 5% in FY 2016-17 to \$56,128.

Stop Violence Against Women VAWA - FCASV: The revenue amount for FY 2015-16 is fixed under contract at \$16,452 and it is anticipated to remain the same in FY 2016-17.

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.), City of Chiefland (\$250/annually) & Alachua County (\$2,550/annually). This is a total of \$7,200/annually.

UF Law School Intern Program: The revenue amounts are based on the current contract \$15,000/annually for FY 2015-16 and it is anticipated to remain the same FY 2016-17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$7,200
Less 8% Service Charge	\$576
= Receipts Applicable to 5% Assessment	\$6,624
X 5% State Trust Fund Reserve	\$331

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$7,200
X 8% Service Charge	\$576
FY 2016-17-Receipts Applicable to SCGR	\$7,200
X 8% Service Charge	\$576

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$617	FY 2013-14 LEAVE LIABILITY ADJ.

**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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	235,662.00	317,888.00	333,782.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	235,662.00	317,888.00	333,782.00		

Transfers Out (Operating and Non-Operating) <small>(Provide Agency and Fund Number Transferred To)</small>	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-9th Judicial Circuit
	20-2-058009

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,406,633.11	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	4,406,633.11	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(43,279.84)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	4,363,353.27	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 9th Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 09's estimated receipts are \$428,791 for FY 15/16 and \$428,791 for FY 16/17.

Cost of Prosecution: FY 2015-16 and 2016-17 estimated revenues are based on the average of 'actual' receipts from FY 2010-11 through FY 2014-15, adjusted to only reflect actual COP revenues (FY 2010-11 and FY 2014-15). As detailed below, the actual revenues' five year average is \$1,518,451.

<u>Fiscal Year</u>	<u>Revenues</u>
2010-11	\$ 1,684,205.13
2011-12	1,541,291.25
2012-13	1,471,940.21
2013-14	1,386,087.93
2014-15	1,508,733.93
TOTAL	\$ 7,592,258.45

Five Year Average: $\$7,592,258.45 / 5 = \$1,518,451.69$

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,947,242
Less 8% Service Charge	\$155,779
= Receipts Applicable to 5% Assessment	\$1,791,463
X 5% State Trust Fund Reserve	\$89,573

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,947,242
X 8% Service Charge	\$155,779
FY 2016-17-Receipts Applicable to SCGR	\$1,947,242
X 8% Service Charge	\$155,779

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-9th Judicial Circuit
	20-2-316009

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	577,906.59	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	577,906.59	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(68.75)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	577,837.84	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 9th Circuit

Forfeiture & Investigative Support Trust Fund - 2316

Revenue Estimating Methodology:

State Forfeitures: FY 2015-16 and 2016-17 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 2015-16 and 2016-17 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:

FY 2014-15-Receipts Applicable to SCGR	\$184,783
Less 8% Service Charge	\$14,783
= Receipts Applicable to 5% Assessment	\$170,000
X 5% State Trust Fund Reserve	\$8,500

8 Percent Service Charge to General Revenue:

FY 2014-15-Receipts Applicable to SCGR	\$184,783
X 8% Service Charge	\$14,783
FY 2015-16-Receipts Applicable to SCGR	\$184,783
X 8% Service Charge	\$14,783

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-9th Judicial Circuit
	20-2-339005

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,869,993.16	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	68,263.22	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,938,256.38	(F)		
LESS 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)		
Unreserved Fund Balance, 07/01/2015	2,938,256.38	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE

State Attorney Office, 9th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Victims of Crime Act (VOCA): FY 2015-16 and 2016-17 estimated revenues are based on the actual contracted amount for FY 2015-16. The contractual agreement for FY 2016-17 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 2015-16 and 2016-17 estimated revenues are based on the actual contracted amount for FY 2015-16. The contractual agreement for FY 2016-17 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 2015-16 and 2016-17 estimated revenues are based on current proviso in the GAA (reference Line Item 868). 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 2016-17 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 2015-16 and 2016-17 estimated revenues for the City of Orlando and Orange County are based on current contracted amounts. The contractual agreements for FY 2016-17 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:

FY 2015-16-Receipts Applicable to SCGR	\$61,387
Less 8% Service Charge	\$4,911
= Receipts Applicable to 5% Assessment	\$56,476
X 5% State Trust Fund Reserve	\$2,824

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$61,387
X 8% Service Charge	\$4,911
FY 2016-17-Receipts Applicable to SCGR	\$61,387
X 8% Service Charge	\$4,911

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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	272,984.00	298,396.00	298,396.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
Department of Financial Services FID #2393	001500	432,206.00	432,442.00	432,442.00	100522	Sarah Goodman 9/8/2015
	TOTAL	705,190.00	730,838.00	730,838.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-10th Judicial Circuit
	20-2-058010

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,255,884.79	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,255,884.79	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(21,671.46)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(65,504.91)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	2,168,708.42	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 10th Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 10's estimated receipts are \$262,539 for FY 15/16 and \$262,539 for FY 16/17.

Worthless Checks: The State Attorney's Office, 10th Circuit, estimates that revenues will increase for the 2015-16 and 2016-17 fiscal years for the Worthless Checks Fund. The collections for 14-15 FY were \$15,390. For the 15-16 fiscal year with the new addition of Publix Worthless Checks cases it is estimated that the collections will increase 30% to \$20,000 and 25% in 16-17 FY for a total of \$25,000 estimated collections.

Cost of Prosecution: The revenue collections for the Cost of Prosecution Trust Fund show a 4.6% increase in the 13-14 FY and a 6.2% increase for 14-15 FY. Due to the fluctuations of the collections from year to year, the projection of 5.0% increase for the 15-16 and 16-17 fiscal years will be used.

Cost of Prosecution Trust Fund

12-13 Collections	\$2,208,706		
13-14 Collections	\$2,310,782	4.6%	increase
14-15 Collections	\$2,454,778	6.2%	increase
15-16 Collections	\$2,577,517	5.0%	increase
16-17 Collections	\$2,706,392	5.0%	increase

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$2,860,056
Less 8% Service Charge	\$228,804
= Receipts Applicable to 5% Assessment	\$2,631,252
X 5% State Trust Fund Reserve	\$131,563

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$2,860,056
X 8% Service Charge	\$228,804
FY 2016-17-Receipts Applicable to SCGR	\$2,993,931
X 8% Service Charge	\$239,514

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$-29,095	FY 2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-10th Judicial Circuit
	20-2-339006

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	49,919.07	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	845.40	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	50,764.47	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(34,440.66)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	16,323.81	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 10th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Child Support Enforcement: The State Attorney's Office, 10th 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 \$1,381,623 which is the contract amount. No increase for the FY 2016-17 is projected.

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-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

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 14-15 (A01)	Amount FY 15-16 (A02)	Amount FY 16-17 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Revenue FID #2261	001903	1,297,648.00	1,381,623.00	1,381,623.00	181042	Rebecca Evers 9/3/2015
	TOTAL	1,297,648.00	1,381,623.00	1,381,623.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-11th Judicial Circuit
	20-2-058011

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	8,313,937.00	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	8,313,937.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(25,400.36)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(61,026.80)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	8,227,509.84	(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 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 11's estimated receipts are \$1,035,610 for FY 15/16 and \$1,035,610 for FY 16/17.

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 2014-2015 were \$1,956,618. Based on the prior period annual collections, we estimate collections of approximately \$166,666 per month.

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

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$3,162,610
Less 8% Service Charge	\$253,009
= Receipts Applicable to 5% Assessment	\$2,909,601
X 5% State Trust Fund Reserve	\$145,480

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$3,162,610
X 8% Service Charge	\$253,009
FY 2016-17-Receipts Applicable to SCGR	\$3,162,610
X 8% Service Charge	\$253,009

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$134	SEPTEMBER 2014 CF REVERSION
\$-17,201	FY 2013-14 RECEIVABLE WRITE-OFF

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Child Support Trust Fund
Budget Entity:	State Attorneys Office-11th Judicial Circuit
LAS/PBS Fund Number:	20-2-084008

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,514,895.97	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	825,096.69	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,339,992.66	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(388,985.67)	(H)		
Approved "B" Certified Forwards	(32,296.21)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,918,710.78	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,952,006.99	(A)
--	---------------------	-----

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

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	(32,296.21)	(D)
---	-------------	-----

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

A/P not C/F-Operating Categories	(1,000.00)	(D)
----------------------------------	------------	-----

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

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

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

	1,918,710.78	(E)
--	---------------------	-----

ADJUSTED BEGINNING TRIAL BALANCE:

	1,918,710.78	(F)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)

	0.00	(G)*
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DIFFERENCE:

***SHOULD EQUAL ZERO.**

**FY 2016-2017 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 2015-2016 Estimated Revenue =	\$25,042,000
CSE – Quasi Judicial =	\$ 235,000
Transfer in – State Funds =	\$ 8,038,482
Transfer in – Federal Funds =	\$15,798,518
Parent Time Sharing =	\$ 100,000
Transfer in – Federal Indirect Costs =	\$ 870,000
FY 2016-2017 Estimated Revenue =	\$25,047,000
CSE – Quasi Judicial =	\$ 235,000
Transfer in – State Funds =	\$ 8,052,900
Transfer in – Federal Funds =	\$15,789,100
Parent Time Sharing =	\$ 100,000
Transfer in – Federal Indirect Costs =	\$ 870,000

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:

COLUMN A01	DESCRIPTION
\$185,269	SEPTEMBER 2014 CF REVERSION
\$-138,146	FY 2013-14 CF ENCUMBRANCE
\$-233,912	REVENUE ACCRUAL

**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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Revenue FID #2261	001510	16,601,034.00	17,003,518.00	16,994,100.00	181042	Rebecca Evers 9/3/2015
Department of Revenue FID #2261	001500	7,733,577.00	8,038,482.00	8,052,900.00	181042	Rebecca Evers 9/3/2015
	TOTAL	24,334,611.00	25,042,000.00	25,047,000.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Civil RICO Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-11th Judicial Circuit
	20-2-095001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	502,882.08	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	502,882.08	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(122.92)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	502,759.16	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 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 is based on estimated collections in previous fiscal years of approximately \$2,500 per quarter. We anticipate the same level of RICO forfeitures in FY 2015-2016 and in FY 2016-2017.

5 Percent State Trust Fund Reserve:

FY 2014-15-Receipts Applicable to SCGR	\$ 10,000
Less 8% Service Charge	\$ 800
= Receipts Applicable to 5% Assessment	\$ 9,200
X 5% State Trust Fund Reserve	\$ 460

8 Percent Service Charge to General Revenue:

FY 2014-15-Receipts Applicable to SCGR	\$ 10,000
X 8% Service Charge	\$ 800
FY 2015-16-Receipts Applicable to SCGR	\$ 10,000
X 8% Service Charge	\$ 800

Explanation of Schedule I, Section III Accounting Adjustments:

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-11th Judicial Circuit
	20-2-316011

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	768,917.78	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	768,917.78	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(702.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	768,215.78	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 11th 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 2015-2016 and in 2016-2017, as a result of seizures currently in the pipeline and anticipated by the SFMLSF.

5 Percent State Trust Fund Reserve:

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

8 Percent Service Charge to General Revenue:

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

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$-235	2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-11th Judicial Circuit
	20-2-339004

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	908,719.82	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	24,388.37	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	933,108.19	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(145,875.02)	(H)		
Approved "B" Certified Forwards	(696.57)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	786,536.60	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; 787,233.17 (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 (696.57) (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: 786,536.60 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I) 786,536.60 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 11th 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 FY2015-2016 - \$1,255,363 and for FY 2016-2017 - \$1,322,863:

MOVES/VAWA funded by Department of Children and Families

FY 2015-16 = \$170,000 FY 2016-17 =\$187,000

VAWA/SV funded by Department of Children and Families

FY 2015-16 = \$48,000 FY 2016-17 =\$55,000

VOCA funded by Office of the Attorney General

FY 2015-16 = \$275,000 FY 2016-17 =\$302,500

Tax Recovery Pilot funded by Able Trust

FY 2015-16 = \$50,000 FY 2016-17 =\$50,000

Insurance Fraud funded by Department of Financial Services

FY 2015-16 = \$404,497 FY 2016-17 =\$404,497

Prosecution Workers Comp Fraud funded by Department of Financial Services

FY 2015-16 = \$147,866 FY 2016-17 =\$147,866

DUI-Enhanced Prosecution & Conviction by Florida Department of Transportation

FY 2015-16 = \$160,000 FY 2016-17 =\$176,000

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 2015-2016 - \$1,780,000 and FY 2016-2017 \$2,018,700:

Child Abuse funded by Miami-Dade County

FY 2015-16 = \$565,000 FY 2016-17 = \$664,700

Impact Legal Services funded by City of Coral Gables

FY 2015-16 = \$585,000 FY 2016-17 = \$645,000

Civil Citation funded by Miami-Dade County

FY 2015-16 = \$120,000 FY 2016-17 = \$160,000

MOVES Expansion funded by Miami-Dade County

FY 2015-16 = \$265,000 FY 2016-17 = \$284,000

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

FY 2015-16 = \$245,000 FY 2016-17 = \$265,000

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 2015-2016 - \$498,000 and FY 2016-2017 - \$575,800:

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

FY 2015-16 = \$200,000 FY 2016-17 = \$210,000

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

FY 2015-16 = \$298,000 FY 2016-17 = \$365,800

5 Percent State Trust Fund Reserve:

N/A

8 Percent Service Charge to General Revenue:

N/A

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$1,212	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 : Grants and Donations Trust Fund 20 2 339004

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 14-15 (A01)	Amount FY 15-16 (A02)	Amount FY 16-17 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Transportation FID #2540	001510	78,130.00	160,000.00	176,000.00	088796	Christina Carswell/ 8-31-2015
Department of Legal Affairs FID #2261	001510	204,697.00	275,000.00	302,500.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
Department of Financial Services FID #2393	001500	403,859.00	404,497.00	404,497.00	100522	Sarah Goodman 9/8/2015
Department of Financial Services FID #2795	001500	147,586.00	147,866.00	147,866.00	100526	Sarah Goodman 9/8/2015
	TOTAL	834,272.00	987,363.00	1,030,863.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-12th Judicial Circuit
	20-2-058012

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,905,616.95	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,905,616.95	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(28,602.66)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(27,678.32)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	2,849,335.97	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney's Office, 12th 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 12's estimated receipts are \$242,450 for FY 15/16 and \$242,450 for FY 16/17.

Cost of Prosecution: Revenue estimate for Cost of Prosecution for FY 2015-16 is based on a monthly average over the past nine months (October 2014 through June 2015) of \$86,650 per month multiplied by 12 for a projection total of \$1,039,800. We anticipate no reduction or expansion of programs or collections in FY 2016-17, therefore, the projection remains the same.

Worthless Check: Revenue estimate for Worthless Check for FY 2015-16 is based on a monthly average over the past nine months (October 2014 through June 2015) of \$684 per month multiplied by 12 for a projection total of \$8,208. We anticipate no reduction or expansion of programs or collections in FY 2016-17, therefore, the projection remains the same.

Fraud Surcharge/Restitution: This is a new revenue source and the estimate for Restitution is based on actual receipts for FY 2014-15. Therefore, we estimate FY 2015-16 receipts at \$134 and anticipate no reduction or expansion of programs or collections in FY 2016-17, therefore, the projection remains the same.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,290,458
Less 8% Service Charge	\$103,237
= Receipts Applicable to 5% Assessment	\$1,187,221
X 5% State Trust Fund Reserve	\$59,361

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,290,458
X 8% Service Charge	\$103,237
FY 2016-17-Receipts Applicable to SCGR	\$1,290,458
X 8% Service Charge	\$103,237

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$1,836	SEPTEMBER 2014 CF REVERSION
\$-502	FY 2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-12th Judicial Circuit
	20-2-339003

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	203,206.89	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	35692.4	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	238,899.29	(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)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	238,899.29	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 12th 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 \$77,825 for FY 2015-16 and project \$77,825 for FY 2016-17 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 \$77,825 for FY 2015-16 and project \$77,825 for FY 2016-17 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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-13th Judicial Circuit
	20-2-058013

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	6,792,380.36	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	6,792,380.36	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(41,998.63)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	6,750,381.73	(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 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 13's estimated receipts are \$438,489 for FY 15/16 and \$438,489 for FY 16/17.

Cost of Prosecution: SARTF Cost of Prosecution projected revenue is based on FY 2014-2015 actual receipts. Receipts for this time period were \$1,579,775.37. Revenue estimates for FY 2015-2016 are the same amount, \$1,579,775 (rounded). Estimates for FY 2016-2017 are also \$1,579,775.

Service charges for FY 2015-2016 and FY 2016-2017 are projected to be \$126,173.62 for each year ($\$1,579,775 - \$2,604.69$ in vehicle auction proceeds not subject to service charge = $\$1,577,170.31 \times 8\%$)

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$2,018,264
Less 8% Service Charge	\$161,461
= Receipts Applicable to 5% Assessment	\$1,856,803
X 5% State Trust Fund Reserve	\$92,840

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$2,018,264
X 8% Service Charge	\$161,461
FY 2016-17-Receipts Applicable to SCGR	\$2,018,264
X 8% Service Charge	\$161,461

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys Office-13th Judicial Circuit
LAS/PBS Fund Number:	20-2-339016

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,069,015.62	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,069,015.62	(F)		
LESS 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)		
Unreserved Fund Balance, 07/01/2015	2,068,535.62	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 13th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

FAJUA PIP Insurance Fraud: 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, 2014, for FY 2014-2015. 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 2015-2016 and also for FY 2016-2017. This fund is exempted from Service Charges through a Service Charge to GR Exemption Request Letter approved by OPB.

Prosecution of Insurance Fraud: The projected revenue amount for the Insurance Fraud Prosecution (PIP thru DFS) Trust Fund is based on SB0002C, Committee JA, Amendment 4 (Sec. 04, Page 046, Spec app 292) and changes made in subsequent years, which originally granted annually recurring funds to the State Attorney, 13th Circuit, for the purpose of PIP Insurance Fraud Prosecution. Anticipated funding for FY 2015-2016 is \$152,179 (per Proviso p 154 GAA). Anticipated funding for FY 2016-2017 is expected to continue at the same amount, plus any administrative adjustments added in the meantime. These funds are provided to this office by the Department of Financial Services. There is no service charge associated with this fund.

Workers Compensation Fraud: The projected revenue amount for the Insurance Fraud Prosecution (Workers' Comp thru DFS) Trust Fund is based on SB0002C, Committee JA, Amendment 4 (Sec. 04, Page 046, Spec app 292) and changes made in subsequent years, which originally granted annually recurring funds to the State Attorney, 13th Circuit, for the purpose of Workers' Comp Insurance Fraud Prosecution. Anticipated funding for FY 2015-2016 is \$137,852 (per Proviso p 154 GAA). Anticipated funding for FY 2016-2017 is expected to continue at the same amount, plus any administrative adjustments added in the meantime. These funds are provided to this office by the Department of Financial Services. There is no service charge associated with this fund.

Local Ordinance Prosecution: The projected revenue amount for the Local Ordinance Prosecution Trust Fund billed to Hillsborough County under Interlocal Agreement Document No. 11-0520 with Hillsborough County is anticipated to be \$24,000 in FY 2015-2016 and \$24,000 in FY 2016-2017 (\$6,000./qtr. x 4 x \$24,000./annually). In addition, an annual invoice is submitted to the City of Plant City based on actual hours worked. In FY 2014-2015, the amount of the invoice was \$550. The FY 2015-2016 amount is anticipated at \$550 and FY 2016-2017 is also anticipated at \$550. 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 2015-2016 and FY 2016-2017. The revenue from the City of Plant City is also subject to an 8% service charge, and is thereby reduced by that amount (\$44.) per year for both FY 2015-2016 and FY 2016-2017.

Summary:

	<u>Hillsborough Cty.</u>	<u>Plant City</u>	<u>Total</u>
Revenue	\$24,000.00	\$550.00	\$24,550.00
Serv. Chg.	<u>\$1,920.00</u>	<u>\$44.00</u>	<u>\$1,964.00</u>
Net Rev. after Serv. Chg.	\$22,080.00	\$506.00	\$22,586.00

Tax Recovery: The revenue amounts for the Tax Recovery 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 2015-2016 and FY 2016-2017. There is no service charge associated with this fund.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$24,550
Less 8% Service Charge	\$1,964
= Receipts Applicable to 5% Assessment	\$22,586
X 5% State Trust Fund Reserve	\$1,129

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$24,550
X 8% Service Charge	\$1,964
FY 2016-17-Receipts Applicable to SCGR	\$24,550
X 8% Service Charge	\$1,964

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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Financial Services FID #2393	001500	152,067.00	152,345.00	152,345.00	100522	Sarah Goodman 9/8/2015
Department of Financial Services FID #2795	001500	137,795.00	138,007.00	138,007.00	100526	Sarah Goodman 9/8/2015
TOTAL		289,862.00	290,352.00	290,352.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-14th Judicial Circuit
	20-2-058014

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,044,764.05	(A)		
ADD: Other Cash	2,448.00	(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	8,425.38	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,055,637.43	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,478.13)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(33,779.18)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	2,017,380.12	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 14th Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 14's estimated receipts are \$160,710 for FY 15/16 and \$160,710 for FY 16/17.

Cost of Prosecution: Revenues are projected at \$872,000 for FY 2015-16 and FY 2016-17 which is calculated using an average of the last three years revenue.

Worthless Check Fees: Revenues are projected at \$13,000 for FY 2015-16 and FY 2016-17. The average fees collected for the previous three fiscal years are \$16,213; however, collected fees have decreased over the past years and rather than use the average, revenues are projected at a conservative estimate of \$13,000 annually rather than the three year average of \$16,213.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,045,710
Less 8% Service Charge	\$83,657
= Receipts Applicable to 5% Assessment	\$962,053
X 5% State Trust Fund Reserve	\$48,103

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,045,710
X 8% Service Charge	\$83,657
FY 2016-17-Receipts Applicable to SCGR	\$1,045,710
X 8% Service Charge	\$83,657

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$-18,266	FY 2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-14th Judicial Circuit
	20-2-339017

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	41,863.95	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	46,238.31	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	88,102.26	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,301.50)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	85,800.76	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 14th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

VOCA: revenues for FY 2015-16 are based on an anticipated contract in the amount of \$309,888 and the State Attorney's Office anticipates the contract to be renewed for FY 2016-17 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, 2015) at \$62,195 and nine months (October, 2015-June, 2016) at \$232,416 for a total of \$294,611 for FY 2015-16. Anticipated revenues for FY2016-17 are \$309,888.

VAWA: revenues for FY 2015-16 are based on a signed contract in the amount of \$54,749 and the State Attorney's Office anticipates the contract to be renewed for FY 2016-17 for the same amount.

Court Information Technology: revenues for FY 2015-16 and FY 2016-17 are based on signed contracts for reimbursement of salary and benefits. Revenues for FY 2015-16 are contracted at \$78,809 and revenues for FY 2017-18 are contracted at \$80,727.

Local Ordinance Prosecution: revenues are received under contracts with municipalities and counties for the prosecution of municipal ordinance violations at \$50.00 per hour. Anticipated revenues for FY 2015-16 and FY 2016-17 are based on an average of the previous three fiscal years at \$15,675 annually.

STOP-Sexual Violence: revenues for FY 2015-16 are based on a signed contract in the amount of \$16,800 and the State Attorney's Office anticipates the contract to be renewed for FY 2016-17 for the same amount.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$94,484
Less 8% Service Charge	\$7,559
= Receipts Applicable to 5% Assessment	\$86,925
X 5% State Trust Fund Reserve	\$4,346

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$94,484
X 8% Service Charge	\$7,559
FY 2016-17-Receipts Applicable to SCGR	\$96,402
X 8% Service Charge	\$7,712

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$-6,337	FY 2013-14 RECEIVABLE WRITE-OFF

**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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	244,013.00	262,141.00	266,594.00	104133	Sabrina Donovan & Sarah Nortel 9/10/2015 9/11/2015
	TOTAL	244,013.00	262,141.00	266,594.00		

Transfers Out (Operating and Non-Operating) <small>(Provide Agency and Fund Number Transferred To)</small>	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-15th Judicial Circuit
	20-2-058015

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,012,092.36	(A)	-	
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,012,092.36	(F)	-	
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(65,889.60)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(44,260.80)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,901,941.96	(K)	-	**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 15's estimated receipts are \$427,406 for FY 15/16 and \$427,406 for FY 16/17.

Cost of Prosecution: Fee collection, \$130,000-155,000 per month for FY 2015-2016 and for FY 2016-2017.

Worthless Checks: Fee collection, \$3,000 per month for FY 2015-2016 and FY 2016-2017.

Restitution: Fee collection for Identity Fraud/Theft cases (HB409.) The Office handles 50-55 cases per year, estimating \$12,000 for FY 2015-2016 and FY 2016-2017.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$2,063,406
Less 8% Service Charge	\$165,072
= Receipts Applicable to 5% Assessment	\$1,898,334
X 5% State Trust Fund Reserve	\$94,917

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$2,063,406
X 8% Service Charge	\$165,072
FY 2016-17-Receipts Applicable to SCGR	\$2,063,406
X 8% Service Charge	\$165,072

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$12,011	SEPTEMBER 2014 CF REVERSION

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-15th Judicial Circuit
	20-2-316015

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	176,164.11	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	176,164.11	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	176,164.11	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 15th 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. Two federal forfeiture cases are still pending from FY 2008-09 with a 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 that will 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:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-15th Judicial Circuit
	20-2-339018

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	406,993.59	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	29,160.25	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	436,153.84	(F)		
LESS 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)	(297.81)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	435,856.03	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 15th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

VOCA: The revenue amounts are fixed under contract # V012-14209 to receive for the amount of \$349,923 (10/1/2014-9/30/2015) and anticipating increase to \$498,219 for FY 2015-2016 and \$498,219 for FY 2016-2017.

VAWA: The revenue amounts are fixed under agreement with Florida Coalition Against Domestic Violence (FCADV) , contract # 16-8038-SAO, to receive \$95,652 and anticipating the increase to \$110,000 for FY 2016-2017.

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 15th Circuit. In FY 2009-2010, the amount increased to \$138,618, in FY 2013-2014 to \$143,720, \$159,907 in FY 2014-2015, and \$160,242 in FY 2015-2016. We anticipate a small increase in funding level for 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 15th Circuit. In FY 2014-2015, the amount increased to \$157,172 and to \$159,264 in FY 2015-2016. We anticipate a small increase in funding level for FY 2016-2017. These funds are to be provided by the Department of Financial Services.

Recovery of Fraudulent Indigency Claims: fee collection

STOP VAWA: The revenue amounts are fixed under agreement with Florida Council Against Sexual Violence (FCASV), contract #15STO062, to receive \$27,795 (8/1/2015-6/30/2016) and anticipating increase to \$30,000 for FY 2016-2017.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$12,000
Less 8% Service Charge	\$960
= Receipts Applicable to 5% Assessment	\$11,040
X 5% State Trust Fund Reserve	\$552

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$12,000
X 8% Service Charge	\$960
FY 2016-17-Receipts Applicable to SCGR	\$12,000
X 8% Service Charge	\$960

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

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Financial Services FID #2393	001500	160,148.00	160,387.00	160,387.00	100522	Sarah Goodman 9/8/2015
Department of Financial Services FID #2795	001500	159,907.00	159,493.00	159,493.00	100526	Sarah Goodman 9/8/2015
Department of Legal Affairs FID #2261	001510	347,424.00	412,208.00	450,000.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
TOTAL		667,479.00	732,088.00	769,880.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-16th Judicial Circuit
	20-2-058016

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,219,680.36	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,219,680.36	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,580.26)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,214,100.10	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 16th Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 16's estimated receipts are \$83,126 for FY 15/16 and \$83,126 for FY 16/17.

Cost of Prosecution: estimates are based on the prior year actual collections. The State Attorney Office, Sixteenth (16th) 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:

FY 2015-16-Receipts Applicable to SCGR	\$295,624
Less 8% Service Charge	\$23,650
= Receipts Applicable to 5% Assessment	\$271,974
X 5% State Trust Fund Reserve	\$13,599

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$295,624
X 8% Service Charge	\$23,650
FY 2016-17-Receipts Applicable to SCGR	\$295,624
X 8% Service Charge	\$23,650

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-16th Judicial Circuit
	20-2-316016

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,934.82	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	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)		
Unreserved Fund Balance, 07/01/2015	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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-16th Judicial Circuit
	20-2-339019

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	808,583.15	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	9,976.56	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	818,559.71	(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)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	818,559.71	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 16th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

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

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

Local Ordinance Prosecution: The amounts are based upon current year revenues.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$600
Less 8% Service Charge	\$48
= Receipts Applicable to 5% Assessment	\$552
X 5% State Trust Fund Reserve	\$28

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$600
X 8% Service Charge	\$48
FY 2016-17-Receipts Applicable to SCGR	\$600
X 8% Service Charge	\$48

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-16th 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 339019

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 14-15 (A01)	Amount FY 15-16 (A02)	Amount FY 16-17 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Legal Affairs FID #2261	001510	67,053.00	61,235.00		104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	67,053.00	61,235.00	0.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-17th Judicial Circuit
	20-2-058017

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,181,440.96	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	704.91	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,182,145.87	(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)	(51,275.66)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,130,870.21	(K)		**

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,129,605.21	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	1,265.00	(D)
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		(D)
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		(D)
--	--	-----

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

ADJUSTED BEGINNING TRIAL BALANCE:	1,130,870.21	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	1,130,870.21	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 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 July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 17's estimated receipts are \$658,772 for FY 15/16 and \$658,772 for FY 16/17.

Cost of Prosecution: There are many factors that affect the State Attorney Office's ability to receive cost of prosecution (COP) revenues. The COP must be assessed by the Court, the assessment must be collected by the Clerk of Court and the assessment must NOT be converted by the Court into community service. There is absolutely NO correlation between cases that are filed and the fee generated through cost of prosecution.

Projections for FY2016-17 are based on a receipts received from FY 2014-15

FY2014-15 Receipts \$1,641,598

FY2015-16 Receipts \$1,641,598

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 debit and credit card services, thus there has been a substantial reduction of the acceptance of checks and the utilization of private collection services. The State Attorney's program provides quicker payments to victims and established education for violators.

Projections for FY2016-17 are based on the receipts from the FY2014-15.

FY2014-15 Receipts \$13,166

FY2015-16 Receipts \$13,166

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$2,313,536
Less 8% Service Charge	\$185,083
= Receipts Applicable to 5% Assessment	\$2,128,453
X 5% State Trust Fund Reserve	\$106,423

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$2,313,536
X 8% Service Charge	\$185,083
FY 2016-17-Receipts Applicable to SCGR	\$2,313,536
X 8% Service Charge	\$185,083

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$2,010	FY 2013-14 NON CF PAYABLE WRITE-OFF

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-17th Judicial Circuit
	20-2-316017

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	144,147.20	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	144,147.20	(F)		
LESS 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)	(11,239.08)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	132,908.12	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	768,917.78	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	(702.00)	(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)
--	--	-----

ADJUSTED BEGINNING TRIAL BALANCE:	768,215.78	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	768,215.78	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 17th Circuit

Forfeiture & Investigative Support Trust Fund – 2316

Revenue Estimating Methodology:

The State Attorney 17th Circuit has entered into an Equitable Sharing Agreement with the Department of Justice and anticipates receiving substantial forfeiture funds in fiscal year 15-16 and 16-17. 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 \$500,000 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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-17th Judicial Circuit
	20-2-339011

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	854,473.73	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	47,533.17	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	902,006.90	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,106.11)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(436.13)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	899,464.66	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 17th 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 FY2014-15 \$210,378 based on the updated VOCA contract

Receipts FY2015-16 is estimated at \$221,271 based on the current VOCA contract

Receipts FY2016-17 is estimated at \$221,271 based on the current VOCA contract

STOP VIOLENCE AGAINST WOMEN (VAWA):

The State Attorney Office, 17th Circuit has entered into a contract with the Florida Coalition against Domestic Violence (FCADV). 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 FY2014-15 \$128,088 based on the updated VAWA contract

Receipts FY2015-16 is estimated at \$120,424 based on the current VAWA contract

Receipts FY2016-17 is estimated at \$120,424 based on the current VAWA contract

PROSECUTION OF INSURANCE FRAUD:

Estimated receipts are based on the current fiscal year appropriation of \$160,242 as specified in the Conference Report on Senate Bill 2500A.

Receipts FY2014-15 \$159,828

Receipts FY2015-16 is estimated at \$160,242

Receipts FY2016-17 is estimated at \$160,242

WORKER'S COMPENSATION FRAUD:

Estimated receipts are based on the current fiscal year appropriation of \$159,265 as specified in the Conference Report on Senate Bill 2500A.

Receipts FY2014-15 \$158,816

Receipts FY2015-16 is estimated at \$159,264

Receipts FY2016-17 is estimated at \$159,264

PARI-MUTUEL ENFORCEMENT:

Estimated receipts are based on the current fiscal year appropriation of \$222,971 as specified in the Conference Report on Senate Bill 2500A.

Receipts FY2014-15 \$222,971

Receipts FY2015-16 is estimated at \$222,971

Receipts FY2016-17 is estimated at \$222,971

TAX RECOVERY ENFORCEMENT DIVERSION PROGRAM:

Estimated receipts of \$50,000 for FY 2014-15 are based on the contractual agreement in accordance with F.S. 413.4021.

Receipts FY2014-15 \$50,000

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

Receipts FY2016-17 is estimated at \$50,000

COUNTY INFORMATION TECHNOLOGY:

Florida Statute 29.008 requires county funding of court-related functions. In part, this includes providing computer network systems including the salaries and benefits of information technology staff (reference 29.008(1) (f) 2. F.S. The State Attorney in the 17th Circuit employs five staff members in the Information Technology Unit that are currently being paid out of this office’s General Revenue fund. The State Attorney’s Office expects to receive funds from Broward County in the amount of \$340,000.

Receipts FY2014-15 \$375,515

Receipts FY2015-16 is estimated at \$340,000

Receipts FY2016-17 is estimated at \$340,000

PROCESS SERVER REIMBURSEMENT:

Florida Statute 29.008 requires county funding of court-related functions. This includes courier messenger and subpoena services within the county (reference 29.008(1) (f) 3. F.S. The State Attorney in the 17th Circuit employs four staff members who provide subpoena services. The State Attorney’s Office expects to receive funds from Broward County in the amount of \$55,000.

Receipts FY2014-15 \$53,854

Receipts FY2015-16 is estimated at \$55,000

Receipts FY2016-17 is estimated at \$55,000

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$372,710
Less 8% Service Charge	\$29,817
= Receipts Applicable to 5% Assessment	\$342,893
X 5% State Trust Fund Reserve	\$17,145

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$372,710
X 8% Service Charge	\$29,817
FY 2016-17-Receipts Applicable to SCGR	\$372,710
X 8% Service Charge	\$29,817

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-18th Judicial Circuit
	20-2-058018

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	508,680.18	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	508,680.18	(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)	(33,847.90)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	474,832.28	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 18th Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 18's estimated receipts are \$365,754 for FY 15/16 and \$365,754 for FY 16/17.

Cost of Prosecution – COP: Based on the revenues for the last quarter of FY 2014/2015 the average revenue was \$109,730. Multiplying the average by twelve months the estimated revenue is \$1,316,760 for FY 2015/2016 and \$1,316,760 for FY 2016/2017.

Worthless Checks: Based on the revenues for the last 2 months of FY 2014/2015 the average revenue is \$3,658. Multiplying the average by twelve months the estimated revenue is \$43,896 for FY 2015/2016 and \$43,896 for FY 2016/2017.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,726,410
Less 8% Service Charge	\$138,113
= Receipts Applicable to 5% Assessment	\$1,588,297
X 5% State Trust Fund Reserve	\$79,415

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,726,410
X 8% Service Charge	\$138,113
FY 2016-17-Receipts Applicable to SCGR	\$1,726,410
X 8% Service Charge	\$138,113

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-18th Judicial Circuit
	20-2-339009

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	155,555.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	55,926.99	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	211,482.32	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(264.00)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	211,218.32	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 18th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

The Office of the State Attorney, 18th Judicial Circuit has seven (7) 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 \$411,582 in FY 2015/2016 and \$411,582 in FY 2016/2017.

Violence Against Women Act-VAWA: The revenue amounts are fixed under the grant contract and are estimated to be \$81,375 in FY 2015/2016 and \$81,375 in FY 2016/2017.

Local Ordinance Prosecution: The office of the State Attorney, 18th 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 from the last quarter of FY 2014/2015 the estimated revenue is \$15,000 for FY 2015/2016 and \$15,000 for FY 2016/2017.

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 2015/2016 and \$94,000 for FY 2016/2017.

SA18 Sexual Assault Victim's Services - State Grant via FCASV via OAG :

The revenue amounts are fixed under the grant contract and are dependent on the number of days each employee works. The estimated revenue for FY 2015/2016 is \$50,000 and \$60,000 in FY 2016/2017.

SA18 Sexual Assault Victim's Services - Indirect Federal Grant via DOH: The revenue amounts are determined by the number of reportable hours under the grant contract. This contract will expire on September 30, 2015 and not be available for FY 2016/2017. The estimated revenue for FY 2015/2016 is \$10,000 and \$0 for FY 2016/2017.

FCASV STOP GRANT: The revenue amounts are fixed under the grant contract period 08/01/2015 through 06/30/2016 to be \$ 23,957 for FY 2015/2016. Based on a full year the estimated contract is \$ 26,135 for FY 2016/2017.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$15,000
Less 8% Service Charge	\$1,200
= Receipts Applicable to 5% Assessment	\$13,800
X 5% State Trust Fund Reserve	\$690

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$15,000
X 8% Service Charge	\$1,200
FY 2016-17-Receipts Applicable to SCGR	\$15,000
X 8% Service Charge	\$1,200

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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	338,439.00	411,582.00	411,582.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	338,439.00	411,582.00	411,582.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-19th Judicial Circuit
	20-2-058019

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,053,321.89	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,053,321.89	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(12,300.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(22,565.49)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,018,456.40	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 19th Circuit

State Attorney Revenue Trust Fund – 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 19's estimated receipts are \$196,731 for FY 15/16 and \$196,731 for FY 16/17.

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 \$783,948 for FY15-16 and \$783,948 for FY16-17.

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 and FY16-17 receipts at \$117,750.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$980,679
Less 8% Service Charge	\$78,454
= Receipts Applicable to 5% Assessment	\$902,225
X 5% State Trust Fund Reserve	\$45,111

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$980,679
X 8% Service Charge	\$78,454
FY 2016-17-Receipts Applicable to SCGR	\$980,679
X 8% Service Charge	\$78,454

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
Budget Entity:	State Attorneys Office-19th Judicial Circuit
LAS/PBS Fund Number:	20-2-316019

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	493.36	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	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)		
Unreserved Fund Balance, 07/01/2015	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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-19th Judicial Circuit
	20-2-339020

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	67,750.22	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	89,880.70	(D)		
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	157,630.92	(F)	-	
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(16.00)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	157,614.92	(K)	-	**

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
Budget Entity: State Attorneys Office 19th Judicial Circuit
LAS/PBS Fund Number: 20-2-339020

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; 157,419.92 (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 - Due to GR Unallocated 195.00 (D)

Current Compensated Absences (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 157,614.92 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 157,614.92 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 19th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Victims of Crime Act / VOCA Grant No. V187-15195:

Stop Violence Against Women / VAWA Grant No. 16-802-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 FY15-16 and FY16-17 at \$5,000 each year.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$5,000
Less 8% Service Charge	\$400
= Receipts Applicable to 5% Assessment	\$4,600
X 5% State Trust Fund Reserve	\$230

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$5,000
X 8% Service Charge	\$400
FY 2016-17-Receipts Applicable to SCGR	\$5,000
X 8% Service Charge	\$ 400

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01

Description

\$-195

OTHER PAYABLE NON CF-DUE TO GR UNALLOACTED

**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

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	333,616.00	429,699.00	429,699.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	333,616.00	429,699.00	429,699.00		

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-20th Judicial Circuit
	20-2-058020

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,013,885.99	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,013,885.99	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(32,424.72)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	981,461.27	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 20th Circuit

State Attorney Revenue Trust Fund - 2058

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the July 2015 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$6.9M for FY 2015-2016 and \$6.9M in FY 2016-2017. Using each circuit's pro-rata share of the total actual receipts for FY 2014-15, SA 20's estimated receipts are \$347,051 for FY 15/16 and \$347,051 for FY 16/17.

Worthless Check: Businesses' serving Southwest Florida continually modify their practices and strategies in an effort to maximize their revenues. Many have changed their receivables practices to include greater usage of credit card services and as result there is a reduction of the acceptance of checks. During fiscal year 2014/15 our agency revised this program and brought the program in-house to serve the citizens of Southwest Florida. This program provides quicker payments to victims and established more reasonable educational fees for violators.

As the volume of checks eligible to enter this program continues to decline we have adjusted our projections accordingly.

Receipts FY2014/15 \$12,000 * 1.03 (increase) = FY2015/16 Receipts \$12,360

Receipts FY2015/16 \$12,360 * 1.03 (increase) = FY2016/17 Receipts \$12,730

Cost of Prosecution: There are many factors that affect all State Attorney Offices' 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 FY2016-17 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 2014-15 \$1,115,043 * 1.065 (increase) =

FY 2015-16 Receipts \$1,187,520

Receipts FY 2015-16 \$1,187,520 * 1.065 (increase) =

FY 2016-17 Receipts \$1,264,708

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$1,546,931
Less 8% Service Charge	\$123,754
= Receipts Applicable to 5% Assessment	\$1,423,177
X 5% State Trust Fund Reserve	\$71,159

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$1,546,931
X 8% Service Charge	\$123,754
FY 2016-17-Receipts Applicable to SCGR	\$1,624,489
X 8% Service Charge	\$129,959

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys Office-20th Judicial Circuit
	20-2-339021

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	58,539.90	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	8,399.60	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	66,939.50	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(228.00)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	66,711.50	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

State Attorney Office, 20th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

1. Victim of Crime Acts (VOCA) - The revenue amount of \$105,800 is fixed under contract V006-15081 for FY15/16. It is anticipated that funding for VOCA will increase to \$195,300 for FY 2016-17.
2. Stop Violence Against Women (VAWA) - The revenue amount of \$98,100 is fixed under contract 16-8043-SAO for FY15/16. For FY16/17, the revenues are based on current funding levels since future funding through this grant is uncertain.
3. Lee County Jail - The projected revenue amounts for the Lee County Jail position for FY15/16 and 16/17 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 \$1,875 from each county for FY15/16 and FY16/17.
5. Lee County File Clerk - The projected revenue amounts for the Lee County File Clerk position for FY15/16 and 16/17 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 FY15/16 and 16/17 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 FY15/16 and 16/17 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 FY15/16 and FY16/17 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 FY15/16 and FY16/17 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 FY15/16 and FY16/17 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 - 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.

12. Stop Violence Against Women (VAWA) - FCASV - The revenue amount of \$28,400 is fixed under contract 15STO66 for FY15/16. For FY16/17, the revenues are based on current funding levels since future funding through this grant is uncertain.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$7,500
Less 8% Service Charge	\$600
= Receipts Applicable to 5% Assessment	\$6,900
X 5% State Trust Fund Reserve	\$345

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$7,500
X 8% Service Charge	\$600
FY 2016-17-Receipts Applicable to SCGR	\$7,500
X 8% Service Charge	\$600

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 339021

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 14-15 (A01)	FY 15-16 (A02)	FY 16-17 (A03)		
Department of Legal Affairs FID #2261	001510	99,700.00	181,150.00	195,300.00	104133	Sabrina Donovan & Sarah Nortelu 9/10/2015 9/11/2015
	TOTAL	99,700.00	181,150.00	195,300.00		

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

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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-1st Judicial Circuit
	20-2-059001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	116,282.35	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	116,282.35	(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)	(2,904.28)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	113,378.07	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 1st Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$136,868 for FY 15/16 and \$136,868 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$136,868
Less 8% Service Charge	\$10,949
= Receipts Applicable to 5% Assessment	\$125,919
X 5% State Trust Fund Reserve	\$6,296

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$136,868
X 8% Service Charge	\$10,949
FY 2016-17-Receipts Applicable to SCGR	\$136,868
X 8% Service Charge	\$10,949

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-1st Judicial Circuit
	20-2-339023

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	7,006.22	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	11,459.81	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	18,466.03	(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 (SCGR)	(24.00)	(I)		
LESS :Offset to Negative Fund Balance		(J)		
Unreserved Fund Balance, 07/01/2015	18,442.03	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 1st Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Ordinance Defense: The Public Defender's Office, First Judicial Circuit estimated 120 cases at \$50 per case for a total of \$6,000 in 2015-16 and 2016-17.

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

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

FY 2016-17 - \$11,450.05 per month for 12 months - \$137,400.59

Variance is due to decreased cost of benefits.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$3,000
Less 8% Service Charge	\$240
= Receipts Applicable to 5% Assessment	\$2,760
X 5% State Trust Fund Reserve	\$138

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$3,000
X 8% Service Charge	\$240
FY 2016-17-Receipts Applicable to SCGR	\$3,000
X 8% Service Charge	\$240

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-1st Judicial Circuit
	20-2-974001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,181,941.86	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,181,941.86	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,309.49)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(10,227.73)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,166,404.64	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 1st Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

The indigent criminal defense trust fund was established on 1/1/1997. There exists an 18 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 2.43% since 2010-11 however fee revenues increased 9.38% in FY 2014-15, therefore, the projection for 2015-16 and 2016-17 for fees is held harmless at the 2014-15 level.

2010-11 - \$549,682
2011-12 - \$394,690
2012-13 - \$338,179
2013-14 - \$425,608
2014-15 - \$465,523
2015-16 - \$465,523
2016-17 - \$465,523

RESTITUTION

Collections for restitution have increased an average of 14.7% 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 2015-16 and 2016-17 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 - \$387,678
2015-16 - \$444,667
2016-17 - \$510,033

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$465,523
Less 8% Service Charge	\$37,242
= Receipts Applicable to 5% Assessment	\$428,281
X 5% State Trust Fund Reserve	\$21,414

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$465,523
X 8% Service Charge	\$37,242
FY 2016-17-Receipts Applicable to SCGR	\$465,523
X 8% Service Charge	\$37,242

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$-7,126	FY 2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-2nd Judicial Circuit
	20-2-059002

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	298.55	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: Anticipated Rev for 4th Qtr GR Svc Chg	1,713.13	(E)		
Total Cash plus Accounts Receivable	2,011.68	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,011.68)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	-	(K)		**

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2016 - 2017

Department Title:	Justice Administration
Trust Fund Title:	Public Defender Revenue Trust Fund
Budget Entity:	Public Defenders Office- 2nd Judicial Circuit
LAS/PBS Fund Number:	20-2-059002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(1,713.13)"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

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

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

Add/Subtract Other Adjustment(s):

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

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

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

Anticipated Revenue for 4th Qtr GR Service Chg	<input type="text" value="1,713.13"/>	(D)
--	---------------------------------------	-----

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="0.00"/>	(E)
--	-----------------------------------	-----

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	<input type="text" value="0.00"/>	(F)
--	-----------------------------------	-----

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 2nd Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$108,768 for FY 15/16 and \$108,768 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$108,768
Less 8% Service Charge	\$8,701
= Receipts Applicable to 5% Assessment	\$100,067
X 5% State Trust Fund Reserve	\$5,003

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$108,768
X 8% Service Charge	\$8,701
FY 2016-17-Receipts Applicable to SCGR	\$108,768
X 8% Service Charge	\$8,701

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-2nd Judicial Circuit
	20-2-339022

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,212.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	4,212.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	4,212.00	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 2nd 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, 2nd 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 \$50,544.00

Revenue estimations are based on an agreement between Leon County and the Office of the Public Defender, 2nd 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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-2nd Judicial Circuit
	20-2-974002

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	178,443.28	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	178,443.28	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(13,549.08)	(H)		
Approved "B" Certified Forwards	(2,628.89)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,460.95)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	157,804.36	(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.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

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

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds;	160,433.25	(A)
GLC 539XX for proprietary and fiduciary funds		

Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	(2,628.89)	(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)
--	--	-----

ADJUSTED BEGINNING TRIAL BALANCE:	157,804.36	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	157,804.36	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE

Public Defender Office, 2nd Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

Background: The ICDFTF was established on January 1, 1995 and now there exists a nineteen (19) year history of collections. 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. 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.

To continue the increase in collections seen in Fiscal Year 2014/2015 we will 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.
- 4) Implementing procedures that direct employees of the Public Defender's Office to facilitate applications to ensure they are submitted and docketed properly with the clerk, and provide critical information on how to make their payments. (e.g. support staff at first appearance.)

Data Analysis: Fiscal Year 2014/2015 Indigent Criminal Defense Trust Fund total revenue showed an increase from Fiscal Year 2013/2014 revenue by \$35,700. By implementing the above changes in fiscal year 2013/2014, we saw an overall increase in the collections for the last six months of the FY 13/14 of 19.17%. That trend continued in FY 2014/2015 with a total increase of 10.5%.

Conclusion: Based on this data, and our continued efforts to increase collections, we expect a significant increase in fiscal year 2015/2016, as well as the 2016/2017 fiscal year

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$207,176
Less 8% Service Charge	\$16,574
= Receipts Applicable to 5% Assessment	\$190,602
X 5% State Trust Fund Reserve	\$9,530

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$207,176
X 8% Service Charge	\$16,574
FY 2016-17-Receipts Applicable to SCGR	\$229,458
X 8% Service Charge	\$18,357

Explanation of Schedule I, Section III Accounting Adjustments:

Column A01	Description
\$-1,500	FY 2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-3rd Judicial Circuit
	20-2-059003

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	26,506.85	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	26,506.85	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(934.97)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	25,571.88	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 3rd Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$43,884 for FY 15/16 and \$43,884 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$43,884
Less 8% Service Charge	\$3,511
= Receipts Applicable to 5% Assessment	\$40,373
X 5% State Trust Fund Reserve	\$2,019

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$43,884
X 8% Service Charge	\$3,511
FY 2016-17-Receipts Applicable to SCGR	\$43,884
X 8% Service Charge	\$3,511

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-3rd Judicial Circuit
	20-2-974003

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	392,835.06	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	392,835.06	(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)	(2,715.91)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	390,119.15	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 3rd 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% average increase year-over-year since FY 2009-2010. However, FY 2014-2015 had a 5% decrease in collections.

The increases in prior fiscal years are attributable to the courts being much more consistent in ordering the fees in their sentencing orders. The decrease in FY 2014-2015 is attributable to a timing issue in collections reporting by the counties in the circuit. Estimated growth for FY 2015-2016 is expected to be around 2.0% and FY 2016-2017 is expected to be around 2.5%.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$115,000
Less 8% Service Charge	\$9,200
= Receipts Applicable to 5% Assessment	\$105,800
X 5% State Trust Fund Reserve	\$5,290

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$115,000
X 8% Service Charge	\$9,200
FY 2016-17-Receipts Applicable to SCGR	\$115,000
X 8% Service Charge	\$9,200

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-4th Judicial Circuit
	20-2-059004

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	44,228.54	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable				
ADD: _____		(E)		
Total Cash plus Accounts Receivable	44,228.54	(F)		
LESS 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)	(3,932.17)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	40,296.37	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 4th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$184,350 for FY 15/16 and \$184,350 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$184,350
Less 8% Service Charge	\$14,748
= Receipts Applicable to 5% Assessment	\$169,602
X 5% State Trust Fund Reserve	\$8,480

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$184,350
X 8% Service Charge	\$14,748
FY 2016-17-Receipts Applicable to SCGR	\$184,350
X 8% Service Charge	\$14,748

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-4th Judicial Circuit
	20-2-339024

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	185,018.37	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	185,018.37	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(12,478.52)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	172,539.85	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 4th 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, 4th 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, 4th 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 4th Judicial Circuit. Revenue for FY 2015-2016 is estimated at \$253,066 which includes revenue from the previous year that lags due to the differing fiscal years of each county. The estimate for FY 2016-2017 includes an anticipated 5% increase in benefits which will be factored into the salary/benefit reimbursements. $\$253,066 \times 5\% \text{ increase} = \$265,719$.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$283,066
Less 8% Service Charge	\$22,645
= Receipts Applicable to 5% Assessment	\$260,421
X 5% State Trust Fund Reserve	\$13,021

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$283,066
X 8% Service Charge	\$22,645
FY 2016-17-Receipts Applicable to SCGR	\$295,719
X 8% Service Charge	\$23,658

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-4th Judicial Circuit
	20-2-974004

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	322,495.92	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	322,495.92	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,522.28)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	312,973.64	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 4th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1997 and now there exists an 18 year history of collections. Monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are 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. In FY 2013-14, overall collections in ICDTF increased by 9%, followed by an additional 9.5% in FY 14-15, indicating a continuing upward trend. With the Public Defender's Office, 4th Circuit defending an average of approximately 38,000 cases (average of the past 9 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 42.5% collected in FY 2014-15. 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. In addition, the Clerk's Office has initiated an aggressive collections program for outstanding debts which should increase agency revenue during the current Fiscal Year. The recent addition of a staff member dedicated to serving as client collections liaison is another example of the agency's commitment to increasing its collection efforts. With the implementation of these enhancements and a recovering economic outlook, the agency has set the goal of doubling FY 14-15 increase in the current Fiscal Year. The agency then projects leveling out with an additional 15% the following year which would bring collections to at least 58% of the potential. The agency has realized significant increases over the previous six (7) 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 14/15</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>20%</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 15/16</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>15 %</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 16/17</u>
Fees	\$ 408,412	\$ 81,682	\$ 490,094	\$ 49,009	\$ 539,103
Restitution	\$ 314,932	\$ 62,986	\$ 377,918	\$ 37,792	\$ 415,710
Total	\$ 723,344	\$ 144,668	\$ 868,012	\$ 86,801	\$ 954,813

Non-Recurring

Total	<u>1,198</u>	<u>N/A</u>	<u>\$ 0</u>	<u>N/A</u>	<u>\$ 12,000</u>
	\$ 724,542		\$868,012		\$ 966,813

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$490,094
Less 8% Service Charge	\$39,208
= Receipts Applicable to 5% Assessment	\$450,886
X 5% State Trust Fund Reserve	\$22,544

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$490,094
X 8% Service Charge	\$39,208
FY 2016-17-Receipts Applicable to SCGR	\$539,103
X 8% Service Charge	\$43,128

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$5	SEPTEMBER 2014 CF REVERSION

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-5th Judicial Circuit
	20-2-059005

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	298.99	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: Anticipated Rev for 4th Qtr GR Svc Chg	2,139.35	(E)		
Total Cash plus Accounts Receivable	2,438.34	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,438.34)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	-	(K)		**

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2016 - 2017

Department Title:	Justice Administration
Trust Fund Title:	Public Defender Revenue Trust Fund
Budget Entity:	Public Defenders Office- 5th Judicial Circuit
LAS/PBS Fund Number:	20-2-059005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(2,139.35)"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

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

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/>	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/>	(D)
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A/P not C/F-Operating Categories	<input type="text"/>	(D)
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Anticipated Revenue for 4th Qtr GR Service Chg	<input type="text" value="2,139.35"/>	(D)
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<input type="text"/>	(D)
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<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="0.00"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	<input type="text" value="0.00"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 5th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$119,377 for FY 15/16 and \$119,377 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$119,377
Less 8% Service Charge	\$9,550
= Receipts Applicable to 5% Assessment	\$109,827
X 5% State Trust Fund Reserve	\$5,491

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$119,377
X 8% Service Charge	\$9,550
FY 2016-17-Receipts Applicable to SCGR	\$119,377
X 8% Service Charge	\$9,550

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-5th Judicial Circuit
	20-2-339043

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,834.31	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	4,834.31	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	4,834.31	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 5th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Ordinance Violation 000100: 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 \$3,600. 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 \$3,000.

County IT Grant 000810: This agency has currently contracted with Hernando County Board of County Commissioners to reimburse the State of Florida for two (2) Technology staff positions. Based on estimated salary expense for current FY 15-16 for 10.5 months of original contracted amount the collections should be roughly \$89,500. For LBR FY16-17 the contracted amount of \$98,000 was used.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$3,000
Less 8% Service Charge	\$240
= Receipts Applicable to 5% Assessment	\$2,760
X 5% State Trust Fund Reserve	\$138

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$3,000
X 8% Service Charge	\$240
FY 2016-17-Receipts Applicable to SCGR	\$3,000
X 8% Service Charge	\$240

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-5th Judicial Circuit
	20-2-974005

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	835,654.33	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	835,654.33	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(45,321.29)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(11,303.01)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	779,030.03	(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.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

Department Title:	Justice Administration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
Budget Entity:	Public Defender Office 5th Judicial Circuit
LAS/PBS Fund Number:	20-2-974005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	776,765.03	(A)
--	-------------------	-----

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

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

A/P not C/F-Operating Categories	2,265.00	(D)
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		(D)
--	--	-----

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	779,030.03	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	779,030.03	(F)
--	-------------------	-----

DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 5th 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); in FY 14-15 annual revenue was \$1,409,276 (a 7.6% increase over prior year) or \$117,440 per month. Current year revenue estimate and LBR estimate of \$117,440 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.

\$117,440 x 12 Months = \$1,409,276 - FY 2015-16 Estimated Revenue
\$117,440 x 12 Months = \$1,409,276 - FY 2016-17 Estimated Revenue

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$514,367
Less 8% Service Charge	\$41,149
= Receipts Applicable to 5% Assessment	\$473,218
X 5% State Trust Fund Reserve	\$23,661

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$514,367
X 8% Service Charge	\$41,149
FY 2016-17-Receipts Applicable to SCGR	\$514,367
X 8% Service Charge	\$41,149

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-6th Judicial Circuit
	20-2-059006

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	318,232.51	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	318,232.51	(F)		
LESS 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)	(5,309.34)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	312,923.17	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 6th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$252,344 for FY 15/16 and \$252,344 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$252,344
Less 8% Service Charge	\$20,188
= Receipts Applicable to 5% Assessment	\$232,156
X 5% State Trust Fund Reserve	\$11,608

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$252,344
X 8% Service Charge	\$20,188
FY 2016-17-Receipts Applicable to SCGR	\$252,344
X 8% Service Charge	\$20,188

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-6th Judicial Circuit
	20-2-339027

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	215,434.27	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	215,434.27	(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)		
Unreserved Fund Balance, 07/01/2015	215,434.27	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 6th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Estimates are based on approved contracts for 2015-2016 with Pinellas County for IT (\$46,306), ITP (\$124,340) and SOAR Program (\$60,000), and with the Pinellas County Sheriff for Homeless Outreach (\$124,898). Estimates for 2016-2017 funds are based on anticipated reapprovals of contracts with Pinellas County for IT (\$47,000), ITP (\$126,210), and SOAR Program (\$60,000), and with the Pinellas County Sheriff for Homeless Outreach (\$124,898).

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$170,646
Less 8% Service Charge	\$13,652
= Receipts Applicable to 5% Assessment	\$156,994
X 5% State Trust Fund Reserve	\$7,850

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$170,646
X 8% Service Charge	\$13,652
FY 2016-17-Receipts Applicable to SCGR	\$173,210
X 8% Service Charge	\$13,857

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-6th Judicial Circuit
	20-2-974006

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	410,827.09	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	410,827.09	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(54,723.29)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(14,302.23)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	341,801.57	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 6th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

The Indigent Criminal Defense Fund was established on 1/1/97 statewide. There exists an 18 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 6th Circuit dropped by \$128,393. This trend continued for FYE 6/30/14, where collections again dropped, albeit only by \$24,523, or 2%. This reduction was clearly attributable to an uncommonly low December 2014 collection rate of only \$63,235. Three months later, in March of 2015, we had our highest collection month - \$145,258.

A close review of our collection data for the last five years shows greatly decreased collections from July 2012 through January 2013, realistically tied to the unemployment rate in Florida, which 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, standing at 6.2% in June 2014 and holding at 5.7% for the last six months. Economic indicators predict an improving employment outlook in Florida that is further supported by this stabilization in the unemployment rate.

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 2015 through July 2015 = \$649,213 ÷ 6 months = \$108,202/month x 12 = \$1,298,424.

The 5% estimated increase in ICDTF collections is based on the marked increase in collections for the last six months over the previous six month period (+\$145,908).and an expectation for continued improvement in the economic outlook for Florida.

	ACTUAL FY 14-15	ESTIMATED FY 15-16	ESTIMATED FY 16-17
Fees	617,522	695,695	730,480
Restitution	534,945	602,729	632,865
Totals	1,152,467	1,298,424	1,363,345

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$695,695
Less 8% Service Charge	\$55,656
= Receipts Applicable to 5% Assessment	\$640,039
X 5% State Trust Fund Reserve	\$32,002

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$695,695
X 8% Service Charge	\$55,656
FY 2016-17-Receipts Applicable to SCGR	\$730,480
X 8% Service Charge	\$58,438

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-7th Judicial Circuit
	20-2-059007

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	135,301.44	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	135,301.44	(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)	(2,874.77)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	132,426.67	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 7th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$137,133 for FY 15/16 and \$137,133 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$137,133
Less 8% Service Charge	\$10,971
= Receipts Applicable to 5% Assessment	\$126,162
X 5% State Trust Fund Reserve	\$6,308

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$137,133
X 8% Service Charge	\$10,971
FY 2016-17-Receipts Applicable to SCGR	\$137,133
X 8% Service Charge	\$10,971

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

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

Public Defender Office, 7th 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.

FY2013-14 Actual Contract/Receipts in the amount of \$80,939, broken down as follows:

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

FY2014-15 Actual Contract/Receipts in the amount of \$85,466.25, broken down as follows:

1st Quarter Payment: \$20,586.75
2nd Quarter Payment: \$21,626.50
3rd Quarter Payment: \$21,626.50
4th Quarter Payment: \$21,626.50

FY2015-16 Estimated Contract/Receipts in the amount of \$87,738, broken down as follows:

1st Quarter Payment: \$21,627
2nd Quarter Payment: \$22,037
3rd Quarter Payment: \$22,037
4th Quarter Payment: \$22,037

FY2016-17 Requested Contract/Receipts in the amount of \$89,474, broken down as follows:

1st Quarter Payment: \$22,037
2nd Quarter Payment: \$22,479
3rd Quarter Payment: \$22,479
4th Quarter Payment: \$22,479

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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-7th Judicial Circuit
	20-2-974007

	Balance as of 6/30/2016		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	251,494.20	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	251,494.20	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(9,122.15)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(7,052.09)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	235,319.96	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 7th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

Throughout the history of collections for the Indigent Criminal Defense Trust Fund, there has been no year where collections were less than the previous year. Additionally, monthly collection data is compiled, distributed and monitored. If there were to be an ongoing negative change in monthly collections, steps would immediately be taken to determine the cause. Projections were made based on this documented data collection.

Fiscal Year 2014-2015 Indigent Criminal Defense Trust Fund Revenue was 10.70% higher overall than Fiscal Year 2013-2014 revenue. The clerks' offices in our counties participated in a program which increased collections for FY2014-2015 at a higher rate than normal. Additionally, our caseload numbers continue to fluctuate, which will result in inconsistent collections. Therefore, we are anticipating a conservative growth rate in collections of 3.5% for Fiscal Year 2015-2016 and 4% for Fiscal Year 2016-2017.

	Actual	Actual	Overall	Overall	Overall
	<u>FY 13-14</u>	<u>FY14-15</u>	Increase	Estimated	Estimated
				Receipts	Receipts
	<u>FY15-16</u>	<u>FY16-17</u>			
Fees	\$260,296	\$296,133	\$35,837	\$306,498	\$318,758
Restitution	\$200,662	\$214,149	\$13,487	\$221,744	\$230,510
Total	\$460,958	\$510,282	\$49,324	\$528,142	\$549,268

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$319,824
Less 8% Service Charge	\$25,586
= Receipts Applicable to 5% Assessment	\$294,238
X 5% State Trust Fund Reserve	\$14,712

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$319,824
X 8% Service Charge	\$25,586
FY 2016-17-Receipts Applicable to SCGR	\$345,410
X 8% Service Charge	\$27,633

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-8th Judicial Circuit
	20-2-059008

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	86,222.14	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	86,222.14	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,900.26)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	84,321.88	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 8th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$89,497 for FY 15/16 and \$89,497 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$89,497
Less 8% Service Charge	\$7,160
= Receipts Applicable to 5% Assessment	\$82,337
X 5% State Trust Fund Reserve	\$4,117

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$89,497
X 8% Service Charge	\$7,160
FY 2016-17-Receipts Applicable to SCGR	\$89,497
X 8% Service Charge	\$7,160

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-8th Judicial Circuit
	20-2-339030

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	12,063.72	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	12,063.72	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(480.00)	(I)		
LESS: Offset To Negative Fund Balance		(J)		
Unreserved Fund Balance, 07/01/2015	11,583.72	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 8th 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 Judicial 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.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$6,000
Less 8% Service Charge	\$480
= Receipts Applicable to 5% Assessment	\$5,520
X 5% State Trust Fund Reserve	\$276

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$6,000
X 8% Service Charge	\$480
FY 2016-17-Receipts Applicable to SCGR	\$6,000
X 8% Service Charge	\$480

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-8th Judicial Circuit
	20-2-974008

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	568,206.56	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	568,206.56	(F)		
LESS 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)	(5,265.38)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	562,941.18	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE

Public Defender Office, 8th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

Established on January 1, 1995, the Indigent Criminal Defense Trust Fund has a 20 year history of collections. There has never been an individual year during the 20 year history of the trust fund where collections were significantly less than the previous year. 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 5 year average of approximately \$34,400. 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 recent averages, 44% of these revenues are from Application Fees, and 56% are from court assessed Legal Representation costs ["Restitution"].

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$181,632
Less 8% Service Charge	\$14,531
= Receipts Applicable to 5% Assessment	\$167,101
X 5% State Trust Fund Reserve	\$8,355

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$181,632
X 8% Service Charge	\$14,531
FY 2016-17-Receipts Applicable to SCGR	\$181,632
X 8% Service Charge	\$14,531

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$6,500	SEPTEMBER 2014 CF REVERSION
\$-23,000	FY 2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-9th Judicial Circuit
	20-2-059009

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	111,770.53	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	111,770.53	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,815.10)	(I)		
LESS: Offset To Negative Fund Balance		(J)		
Unreserved Fund Balance, 07/01/2015	107,955.43	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 9th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$161,684 for FY 15/16 and \$161,684 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$161,684
Less 8% Service Charge	\$12,935
= Receipts Applicable to 5% Assessment	\$148,749
X 5% State Trust Fund Reserve	\$7,437

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$161,684
X 8% Service Charge	\$12,935
FY 2016-17-Receipts Applicable to SCGR	\$161,684
X 8% Service Charge	\$12,935

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-9th Judicial Circuit
	20-2-339032

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	298,323.97	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	298,323.97	(F)		
LESS 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)		
Unreserved Fund Balance, 07/01/2015	298,323.97	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 9th 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 \$85,000 during FY 2015-16 and an estimated \$90,000 during FY 2016-17 from local ordinance defense. This is based on the contracts with Orange county and City of Orlando, Osceola County, City of Apopka and City of Winter Park (new contracts for 2015-16) 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. \$120,000 from the 2014-2015 grant was paid at the beginning of 2015-2016. The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$50,000 for FY 2015-16 and FY 2016-17 from an Orange County Homeless initiative grant.

The Public Defender Office in the Ninth (9th) Judicial Circuit is currently pursuing federal grants pertaining to legal counsel-based from the Veteran Administration totaling approximately \$100,000.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$125,000 from Osceola County for IT assistance. This compensation is from the s.f.28.24 revenue budgets of this county.

5 Percent State Trust Fund Reserve:

N/A

8 Percent Service Charge to General Revenue:

N/A

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-9th Judicial Circuit
	20-2-974009

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	461,797.06	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	461,797.06	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(37,207.40)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(17,264.55)	(I)		
LESS: Offset to Deficit Fund Balance		(J)		
Unreserved Fund Balance, 07/01/2015	407,325.11	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 9th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1997 and now there exists a 18 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 2015/2016 Indigent Criminal Defense Trust Fund revenue are expected to be 12% higher than Fiscal Year 2014/2015 revenue. Ninth Circuit Public Defender's office will implement a new collection system. We estimate that the funds will increase by another 10% in 2016/2017 as the new system will be in force for the entire 12 months.

	Actual	Expected	Expected	Expected	Expected
	FY 14/15	Increase	Estimated	Increase	Estimated
	<u>FY 14/15</u>	<u>12 %</u>	<u>FY 15/16</u>	<u>10%</u>	<u>FY 16/17</u>
Fees	\$ 751,630	\$ 90,196	\$841,826	\$ 84,183	\$ 926,009
Restitution	\$ 826,300	\$ 99,156	\$925,456	\$ 92,546	\$1,018,991
Total	\$1,577,930		\$1,767,282		\$1,945,000

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$800,000
Less 8% Service Charge	\$64,000
= Receipts Applicable to 5% Assessment	\$736,000
X 5% State Trust Fund Reserve	\$36,800

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$800,000
X 8% Service Charge	\$64,000
FY 2016-17-Receipts Applicable to SCGR	\$900,000
X 8% Service Charge	\$72,000

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-10th Judicial Circuit
	20-2-059010

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	10,089.24	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	10,089.24	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,685.29)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	7,403.95	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 10th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$127,727 for FY 15/16 and \$127,727 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$127,727
Less 8% Service Charge	\$10,218
= Receipts Applicable to 5% Assessment	\$117,509
X 5% State Trust Fund Reserve	\$5,875

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$127,727
X 8% Service Charge	\$10,218
FY 2016-17-Receipts Applicable to SCGR	\$127,727
X 8% Service Charge	\$10,218

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-10th Judicial Circuit
	20-2-339033

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,383.68	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	4,181.08	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	6,564.76	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	6,564.76	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 10th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

The Public Defender in the Tenth Judicial Circuit has entered into an agreement with Polk County pursuant to section 29.008 (2)(a), Florida Statute, whereby the Public Defender's Office (PDO) will receive funding annually for a Behavioral Health Court Partnership. The partnership between the Polk County Behavioral Health Court Division (BHC) and the PDO will address the needs of mentally ill and developmentally disabled defendants in the criminal justice system and "provide these defendants, at or below 200% Federal Poverty Level, with the least restrictive treatment, training, support and services necessary to reduce recidivism and ensure public safety."

The Public Defender employs a staff member who spends a portion of their time on Behavioral Health Court matters. Although the Memorandum of Understanding stipulates that \$83,064 will be provided to the PDO for screening services, the PDO intends to bill Polk County only for the actual number of hours this employee works on Behavioral Health Court activities. Therefore, this office will not be collecting the full amount specified in the agreement. The current agreement expires September 30, 2015 and a new agreement will be signed in October 2015.

The Public Defender anticipates a reimbursement of \$51,766 in Fiscal Year 2015/2016 and Fiscal Year 2016/2017 for hours worked on Polk County's Behavioral Health Court 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:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-10th Judicial Circuit
	20-2-974010

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	157,910.79	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	157,910.79	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(20,777.99)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,499.86)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	130,632.94	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 10th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

Fiscal Year 2014/2015 Indigent Criminal Defense Trust Fund revenue continued decreasing in collections by 5.62% in comparison to Fiscal Year 2013/2014 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, a 4% decline in revenue is estimated for Fiscal Year 2015/2016 and Fiscal Year 2016/2017.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$258,795
Less 8% Service Charge	\$20,704
= Receipts Applicable to 5% Assessment	\$238,091
X 5% State Trust Fund Reserve	\$11,905

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$258,795
X 8% Service Charge	\$20,704
FY 2016-17-Receipts Applicable to SCGR	\$248,443
X 8% Service Charge	\$19,875

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01

DESCRIPTION

\$3,951

SEPTEMBER 2014 CF REVERSION

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-11th Judicial Circuit
	20-2-059011

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	419,386.89	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	419,386.89	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,948.14)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	409,438.75	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 11th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$459,310 for FY 15/16 and \$459,310 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$459,310
Less 8% Service Charge	\$36,745
= Receipts Applicable to 5% Assessment	\$422,565
X 5% State Trust Fund Reserve	\$21,128

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$459,310
X 8% Service Charge	\$36,745
FY 2016-17-Receipts Applicable to SCGR	\$459,310
X 8% Service Charge	\$36,745

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-11th Judicial Circuit
	20-2-339031

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	40,629.22	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	40,629.22	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(338.53)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	40,290.69	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 11th 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.

REVENUE SOURCE	Anticipated Receipts FY 2015-16	Anticipated Receipts FY 2016-17
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 Pinecrest, 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	\$85,000
Total anticipated receipts	\$1,598,800	\$1,628,800

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$55,000
Less 8% Service Charge	\$4,400
= Receipts Applicable to 5% Assessment	\$50,600
X 5% State Trust Fund Reserve	\$2,530

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$55,000
X 8% Service Charge	\$4,400
FY 2016-17-Receipts Applicable to SCGR	\$85,000
X 8% Service Charge	\$6,800

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-11th Judicial Circuit
	20-2-974011

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	415,676.92	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	415,676.92	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(15,250.10)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	400,426.82	(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, 11th 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 2015-16 as well as fiscal year 2016-17 will be comparable to those of last fiscal year and estimate revenues as follows:

	Estimate		Actual
	FY 2015-16	FY 2016-17	FY 2014-15
Fees	630,000	630,000	688,425
Restitution	380,000	380,000	363,517
	<u>\$1,010,000</u>	<u>\$1,010,000</u>	<u>\$1,051,942</u>

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$630,000
Less 8% Service Charge	\$50,400
= Receipts Applicable to 5% Assessment	\$579,600
X 5% State Trust Fund Reserve	\$28,980

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$630,000
X 8% Service Charge	\$50,400
FY 2016-17-Receipts Applicable to SCGR	\$630,000
X 8% Service Charge	\$50,400

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$155	SEPTEMBER 2014 CF REVERSION

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-12th Judicial Circuit
	20-2-059012

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	288,639.49	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	288,639.49	(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)	(3,377.75)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	285,261.74	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 12th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$231,463 for FY 15/16 and \$231,463 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$231,463
Less 8% Service Charge	\$18,517
= Receipts Applicable to 5% Assessment	\$212,946
X 5% State Trust Fund Reserve	\$10,647

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$231,463
X 8% Service Charge	\$18,517
FY 2016-17-Receipts Applicable to SCGR	\$231,463
X 8% Service Charge	\$18,517

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-12th Judicial Circuit
	20-2-339035

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	222,374.54	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	222,374.54	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(10,717.94)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,763.46)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	207,893.14	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 12th 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.

IT Contract: Per Chapter 29, Florida Statutes requires county funding for IT Services. Sarasota County reimburse the salaries and benefits of a full time IT person. The IT person handles all BOMS, STAC and other IT related issues for the Sarasota Office.

Veteran's Court: Per Chapter 29, Florida Statutes requires county funding of local requirements, those specialized court programs adopted by the Circuit that include Specialty Courts such as Drug Court, Mental Health Court, DUI Court, Mental Health, Early Case Resolution and Veteran's Court.

Sarasota County through Court Administration reimburses the salaries and benefits of (2) part-time equally one full-time Veterans Coordinator.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$188,288
Less 8% Service Charge	\$15,063
= Receipts Applicable to 5% Assessment	\$173,225
X 5% State Trust Fund Reserve	\$8,661

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$188,288
X 8% Service Charge	\$15,063
FY 2016-17-Receipts Applicable to SCGR	\$197,702
X 8% Service Charge	\$15,816

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-12th Judicial Circuit
	20-2-974012

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	330,819.68	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	330,819.68	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(25,857.91)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,707.79)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	298,253.98	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 12th 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. 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. Often times 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 2015/2016 is expected to be around 2% in fees and 2016/2017 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 12th 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.

	Expected		Expected		
	Actual	Estimated	Estimated	Estimated	Estimated
	<u>FY 14/15</u>	_____	<u>FY 15/16</u>	_____	<u>FY 16/17</u>
Fees	\$271,891.38	2%	\$277,440.00	5%	\$291,312.00
Restitution	\$196,063.94	2%	\$199,954.00	5%	\$209,251.00
Total	\$467,955.32		\$477,424.00		\$500,563.00

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$277,440
Less 8% Service Charge	\$22,195
= Receipts Applicable to 5% Assessment	\$255,245
X 5% State Trust Fund Reserve	\$12,762

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$277,440
X 8% Service Charge	\$22,195
FY 2016-17-Receipts Applicable to SCGR	\$291,312
X 8% Service Charge	\$23,305

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-13th Judicial Circuit
	20-2-059013

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	64,614.19	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	64,614.19	(F)		
LESS 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)	(7,339.30)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	57,274.89	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 13th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$451,811 for FY 15/16 and \$451,811 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$451,811
Less 8% Service Charge	\$36,145
= Receipts Applicable to 5% Assessment	\$415,666
X 5% State Trust Fund Reserve	\$20,783

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$451,811
X 8% Service Charge	\$36,145
FY 2016-17-Receipts Applicable to SCGR	\$451,811
X 8% Service Charge	\$36,145

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-13th Judicial Circuit
	20-2-339038

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	135,280.97	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	135,280.97	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(14,621.79)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	120,659.18	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

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

Public Defender Office, 13th 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 a city 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 October 2011 for interpreter services. Hillsborough County has agreed to compensate the agency pursuant to Article V guidelines. The total reimbursable compensation for FY2016-2017 is \$459,888.

Veteran's Service Program: The Public Defender's Office will be awarded \$100,200 for the Veteran's Service Initiative through Hillsborough County. This is a three year funding form Department of Justice.

Mental Health Jail Diversion Program: The Public Defender's Office is working with Hillsborough County Sheriff's Office on identifying potential post-booking candidates for determination as to their eligibility for diversion to the Pre-Arrest Intercept Program. For eligible cases, the Public Defender's Office prepares the court order and obtains the court signature, which authorizes the PIP diversion. The cost is \$50,000 from October to September each year until funds expire with the Hillsborough County Sheriff's Office.

	<u>FY2015/2016</u>	<u>FY2016/2017</u>
County/City Ordinance Defense Contracts	\$ 45,000	\$ 45,000
County IT/Interpretation Contract	\$459,888	\$459,888
Veteran's Service Program	\$100,200	\$100,200
Mental Health Jail Diversion Program	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Total	<u>\$655,088</u>	<u>\$655,088</u>

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$554,888
Less 8% Service Charge	\$44,391
= Receipts Applicable to 5% Assessment	\$510,497
X 5% State Trust Fund Reserve	\$25,525

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$554,888
X 8% Service Charge	\$44,391
FY 2016-17-Receipts Applicable to SCGR	\$554,888
X 8% Service Charge	\$44,391

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-13th Judicial Circuit
	20-2-974013

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	378,776.02	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	378,776.02	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,879.25)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	368,896.77	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 13th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimation Methodology:

The ICDTF was established on January 1, 1995 and there now is a 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 address the change. 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 2014/2015 Indigent Criminal Defense Trust Fund revenue was 7% more than Fiscal Year 2013/2014 revenue. Action was taken and collections started rising at 7% per month during fiscal year 2014/2015. Estimated growth for fiscal years 2015/2016 is expected to be around 7% and 2016/2017 is expected to be around 7%. This increase is based on the number of clients requesting Public Defender services and increase in collection services.

	Expected Estimated Actual FY 14/15	Estimated Increase 7%	Expected Estimated Receipts FY 15/16	Estimated Increase 7%	Receipts FY 16/17
Fees	\$ 483,426	\$ 33,839	\$ 517,265	\$ 36,208	\$553,473
Restitution	\$ 305,549	\$ 21,388	\$ 326,937	\$ 22,885	\$349,822
Total	\$ 788,976	\$ 55,227	\$ 844,202	\$ 59,093	\$903,295

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$517,265
Less 8% Service Charge	\$41,381
= Receipts Applicable to 5% Assessment	\$475,884
X 5% State Trust Fund Reserve	\$23,794

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$517,265
X 8% Service Charge	\$41,381
FY 2016-17-Receipts Applicable to SCGR	\$553,473
X 8% Service Charge	\$44,278

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-14th Judicial Circuit
	20-2-059014

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	132,949.42	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	132,949.42	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,576.74)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	131,372.68	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 14th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$73,517 for FY 15/16 and \$73,517 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$73,517
Less 8% Service Charge	\$5,881
= Receipts Applicable to 5% Assessment	\$67,636
X 5% State Trust Fund Reserve	\$3,382

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$73,517
X 8% Service Charge	\$5,881
FY 2016-17-Receipts Applicable to SCGR	\$73,517
X 8% Service Charge	\$5,881

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017 Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders Office-14th Judicial Circuit
LAS/PBS Fund Number:	20-2-339039

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	52,500.13	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	52,500.13	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,830.67)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	50,669.46	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 14th 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.

400 hours x \$50.00 = \$20,000

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:

FY 2015-16-Receipts Applicable to SCGR	\$73,600
Less 8% Service Charge	\$5,888
= Receipts Applicable to 5% Assessment	\$67,712
X 5% State Trust Fund Reserve	\$3,386

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$73,600
X 8% Service Charge	\$5,888
FY 2016-17-Receipts Applicable to SCGR	\$73,600
X 8% Service Charge	\$5,888

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-14th Judicial Circuit
	20-2-974014

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	618,536.84	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	618,536.84	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(16,380.48)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,319.94)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	596,836.42	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 14th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1995 and now there exists a 20 year history of collections. There has been no year where collections were less than the previous year. Monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to determine the 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 2015/2016 is expected to be around 1% and 2016/2017 is expected to be around 1%. This increase is based on an expected increase in the number of clients requesting Public Defender services.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$235,226
Less 8% Service Charge	\$18,818
= Receipts Applicable to 5% Assessment	\$216,408
X 5% State Trust Fund Reserve	\$10,820

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$235,226
X 8% Service Charge	\$18,818
FY 2016-17-Receipts Applicable to SCGR	\$237,578
X 8% Service Charge	\$19,006

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-15th Judicial Circuit
	20-2-059015

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	747,497.71	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	747,497.71	(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)	(4,650.17)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	742,847.54	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 15th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$218,089 for FY 15/16 and \$218,089 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$218,089
Less 8% Service Charge	\$17,447
= Receipts Applicable to 5% Assessment	\$200,642
X 5% State Trust Fund Reserve	\$10,032

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$218,089
X 8% Service Charge	\$17,447
FY 2016-17-Receipts Applicable to SCGR	\$218,089
X 8% Service Charge	\$17,447

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-15th Judicial Circuit
	20-2-339042

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	491,928.70	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	491,928.70	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(396.00)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	491,532.70	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 15th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Revenue Estimates for FY 2015 – 2016 and FY 2016 – 2017 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. The totals would change only if there were additional authority being requested for a new grant/agreement or the funding dollars increased for an existing grant/agreement.

Re-Entry Grant, to end at the end of the County’s fiscal year (9/30/15) estimate for FY 2015 – 2016 is for amount owed and average monthly charge for remaining months = \$12,365

ReStore Grant, to end by the end of 2015, estimate for FY 2015 – 2016 is for amount owed and average monthly charge for the remaining months = \$67,470

Local Ordinance County Agreement	\$12,000.
West Palm Beach Municipal Agreement reduced this year due to reduction in billable time.	\$ 3,600.
Royal Palm Beach Municipal Agreement	\$ 1,200.
City of Delray Beach Municipal Agreement	<u>\$ 1,800.</u>
Total for FY 2015 - 2016	\$98,435.
Due to the ending of Re-Entry and Restore Grants in FY 2015 – 2016 the	
Total for FY 2016 – 2017	\$18,600.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$18,600
Less 8% Service Charge	\$1,488
= Receipts Applicable to 5% Assessment	\$17,112
X 5% State Trust Fund Reserve	\$856

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$18,600
X 8% Service Charge	\$1,488
FY 2016-17-Receipts Applicable to SCGR	\$18,600
X 8% Service Charge	\$1,488

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-15th Judicial Circuit
	20-2-974015

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,397,163.50	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	3007.18	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,400,170.68	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(13,210.60)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	2,386,960.08	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

Department Title:	Justice Administration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
Budget Entity:	Public Defender Office 15th Judicial Circuit
LAS/PBS Fund Number:	20-2-974015

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="2,377,778.63"/> (A)
--	---

Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
---	--------------------------

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

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

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

A/P not C/F-Operating Categories	<input type="text" value="9,181.45"/> (D)
----------------------------------	---

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

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="2,386,960.08"/> (E)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	<input type="text" value="2,386,960.08"/> (F)
--	---

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 15th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

Actual collections for FY 2014 -2015 were \$1,196,290.66

Estimated collections for FY 2014 – 2015 were \$773,868.

Actual collections were 54.59% higher than the estimated collections, due to increased collections from the Clerk’s Office new software package. The increase from the actual collections in FY 2013- 2014 over the estimate was 1.4225%. The Office of the Public Defender feels that with the new software being in effect now for an entire fiscal year that the increase should be around the normal changes.

For FY 2015 - 2016 we estimate \$1,213,308. (\$1,196,291 plus 17,017)

For FY 2016 – 2017 we estimate \$1,230,567. (\$1,213,308 plus 17,259)

The actual collections for FY 2014 – 2015 were:

\$565,593.01 from Rev/Obj code 000100 or 47.28%

\$630,697.65 from Rev/Obj code 001204 or 52.72%

\$1,196,290.66 Total Collections

The Office used those percentages for both the FY 2015 – 2016 and FY 2016 – 2017 estimates for the respective Rev/Obj codes.

This circuit anticipates a transfer to the appellate division in the amount of \$80,000 in FY 2015-16 and a transfer in the amount of \$100,000 in FY 2016-17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$573,652
Less 8% Service Charge	\$45,892
= Receipts Applicable to 5% Assessment	\$527,760
X 5% State Trust Fund Reserve	\$26,388

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$573,652
X 8% Service Charge	\$45,892
FY 2016-17-Receipts Applicable to SCGR	\$581,812
X 8% Service Charge	\$46,545

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-16th Judicial Circuit
	20-2-059016

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	51,047.98	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	51,047.98	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,059.77)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	49,988.21	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 16th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$49,211 for FY 15/16 and \$49,211 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$49,211
Less 8% Service Charge	\$3,937
= Receipts Applicable to 5% Assessment	\$45,274
X 5% State Trust Fund Reserve	\$2,264

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$49,211
X 8% Service Charge	\$3,937
FY 2016-17-Receipts Applicable to SCGR	\$49,211
X 8% Service Charge	\$3,937

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-16th Judicial Circuit
	20-2-339026

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,742.91	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	2,742.91	(F)		
LESS 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)		
Unreserved Fund Balance, 07/01/2015	2,742.91	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 16th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

The 16th 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 14-15 was \$16,850. The projected amounts for FY 15-16 are based on the actual number of cases or \$17,000 and for FY 16-17, \$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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-16th Judicial Circuit
	20-2-974016

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	130,759.47	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	130,759.47	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,343.51)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	129,415.96	(K)		**

Notes:

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**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 16th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1995 and now there exists a 19 year history of collections and there has been no year where collections were less than the previous year. Monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately 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. Transfers from other circuits in FY 13-14 increased the cash balance for one year only. The actual revenue is projected to revert back to historic collection amounts. Estimated growth for fiscal year 15-16 is minimal based on actual growth from previous years collections not cash balance.

	Actual FY 14-15	FY 15-16	1%	FY 16-17
Fees	54,469.86	51,089	511	51,600
Restitution	34,933.07	29,099	291	29,390
Total	89,403	80,188	801	80,990

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$51,089
Less 8% Service Charge	\$4,087
= Receipts Applicable to 5% Assessment	\$47,002
X 5% State Trust Fund Reserve	\$2,350

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$51,089
X 8% Service Charge	\$4,087
FY 2016-17-Receipts Applicable to SCGR	\$51,600
X 8% Service Charge	\$4,128

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-17th Judicial Circuit
	20-2-059017

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	26,558.52	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	26,558.52	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,743.96)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	20,814.56	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 17th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$276,667 for FY 15/16 and \$276,667 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$276,667
Less 8% Service Charge	\$22,133
= Receipts Applicable to 5% Assessment	\$254,534
X 5% State Trust Fund Reserve	\$12,727

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$276,667
X 8% Service Charge	\$22,133
FY 2016-17-Receipts Applicable to SCGR	\$276,667
X 8% Service Charge	\$22,133

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-17th Judicial Circuit
	20-2-339049

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	13.63	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	32,541.05	(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	32,554.68	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	32,554.68	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 17th 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. Our County IT 2015-16 budget is presently \$1.1 million.

5 Percent State Trust Fund Reserve:

NA

8 Percent Service Charge to General Revenue:

NA

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-17th Judicial Circuit
	20-2-974017

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	94,957.57	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	94,957.57	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(7,494.65)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	87,462.92	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 17th 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:

FY 2015-16-Receipts Applicable to SCGR	\$960,000
Less 8% Service Charge	\$76,800
= Receipts Applicable to 5% Assessment	\$883,200
X 5% State Trust Fund Reserve	\$44,160

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$960,000
X 8% Service Charge	\$76,800
FY 2016-17-Receipts Applicable to SCGR	\$960,000
X 8% Service Charge	\$76,800

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-18th Judicial Circuit
	20-2-059018

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	105,767.25	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	105,767.25	(F)		
LESS 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)	(2,537.88)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	103,229.37	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 18th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$122,918 for FY 15/16 and \$122,918 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$122,918
Less 8% Service Charge	\$9,833
= Receipts Applicable to 5% Assessment	\$113,085
X 5% State Trust Fund Reserve	\$5,654

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$122,918
X 8% Service Charge	\$9,833
FY 2016-17-Receipts Applicable to SCGR	\$122,918
X 8% Service Charge	\$9,833

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 18th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

FY 2015-2016 \$400,000 budget authority in Salaries and Benefits Grants and Donations for payroll reimbursement from Brevard County for IT personnel.

FY 2016-2017 \$400,000 budget authority in Salaries and Benefits Grants and Donations for payroll reimbursement from Brevard County for IT personnel.

FY 2015-2016 \$5,000 budget authority in Grants and Donations for reimbursement from Brevard County for representation of Municipal Order cases.

FY 2016-2017 \$5,000 budget authority in Grants and Donations for reimbursement from Brevard County for representation of Municipal Order cases.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$5,000
Less 8% Service Charge	\$400
= Receipts Applicable to 5% Assessment	\$4,600
X 5% State Trust Fund Reserve	\$230

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$5,000
X 8% Service Charge	\$400
FY 2016-17-Receipts Applicable to SCGR	\$5,000
X 8% Service Charge	\$400

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-18th Judicial Circuit
	20-2-974018

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	899,973.37	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	899,973.37	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,593.08)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(11,955.72)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	882,424.57	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 18th 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 14/15 caseload reports yields the estimated annual amount of \$3,148,729.00 for FY 2016/2017. The following caseload amounts were calculated as follows:

Open Cases: $26,621 \times \$49.00 = \$1,304,429.00$; Closed Cases (Felony) $12,920 \times \$100.00 = \$1,292,000.00$; and Misdemeanor Closed cases $11,246 \times \$ 50.00 = \$562,300.00$.

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 2016/2017 by \$1,304,698.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$955,481
Less 8% Service Charge	\$76,438
= Receipts Applicable to 5% Assessment	\$879,043
X 5% State Trust Fund Reserve	\$43,952

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$955,481
X 8% Service Charge	\$76,438
FY 2016-17-Receipts Applicable to SCGR	\$540,103
X 8% Service Charge	\$43,208

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$13,944	SEPTEMBER 2014 CF REVERSION

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-19th Judicial Circuit
	20-2-059019

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	36,858.31	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	36,858.31	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,793.95)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	35,064.36	(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.

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 19th Circuit

Public Defender Revenue Trust Fund – 2059

Revenue Estimating Methodology:

The public defender revenue trust fund was established over 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$83,542 for FY 15/16 and \$83,542 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$83,542
Less 8% Service Charge	\$6,683
= Receipts Applicable to 5% Assessment	\$76,859
X 5% State Trust Fund Reserve	\$3,843

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$83,542
X 8% Service Charge	\$6,683
FY 2016-17-Receipts Applicable to SCGR	\$83,542
X 8% Service Charge	\$6,683

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2015 - 2016
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-19th Judicial Circuit
	20-2-339051

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1.47	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: Anticipated Rev for 4th Qtr GR Svc Chg	3,278.53	(E)		
Total Cash plus Accounts Receivable	3,280.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,280.00)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	-	(K)		**

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2016 - 2017

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
Budget Entity: Public Defenders Office 19th Judicial Circuit
LAS/PBS Fund Number: 20-2-339051

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; 3,278.53 (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)

Anticipated Revenue for 4th Qtr Service Charge 3,278.53 (D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 0.00 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 0.00 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 19th Circuit

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Revenue estimates for Fiscal Year 2016-2017 are based on contractual agreements and approved county budgets. We receive \$70,000 from Martin County, originally 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. Both amounts continue 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 were granted an additional \$20,000 from St. Lucie County for County FY 14-15, to cover additional costs incurred in new reporting requirements from Southeast Florida Behavioral Health Network. This funding has also continued through the County Budget Request process. These revenues are exempt from the State service charge.

We also have a contractual agreement (MOA) with the St. Lucie County Sheriff's Office, to run through FY 2016-2017, 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:

FY 2015-16-Receipts Applicable to SCGR	\$164,000
Less 8% Service Charge	\$13,120
= Receipts Applicable to 5% Assessment	\$150,880
X 5% State Trust Fund Reserve	\$7,544

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$164,000
X 8% Service Charge	\$13,120
FY 2016-17-Receipts Applicable to SCGR	\$164,000
X 8% Service Charge	\$13,120

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-19th Judicial Circuit
	20-2-974019

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	480,371.55	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	480,371.55	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,089.67)	(H)		
Approved "B" Certified Forwards	(203.16)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(7,827.82)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	469,250.90	(K)		**

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2016 - 2017

Department Title:	Justice Administration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
Budget Entity:	Public Defender Office 19th Judicial Circuit
LAS/PBS Fund Number:	20-2-974019

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds;	469,454.06	(A)
GLC 539XX for proprietary and fiduciary funds		

Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	(203.16)	(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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ADJUSTED BEGINNING TRIAL BALANCE:	469,250.90	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	469,250.90	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 19th 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. 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. Receipts have increased steadily, sometimes in the double digits from year to 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, in FY 13-14 by 11% over FY 12-13, and by over 20% in FY 14-15 over FY 13-14.

Receipts are currently slightly up for July and August of FY 2015-16 over the same period of time last fiscal year and are expected to remain at FY 14-15 levels for FY 15-16. A 1% growth rate is projected for FY 16-17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$328,791
Less 8% Service Charge	\$26,303
= Receipts Applicable to 5% Assessment	\$302,488
X 5% State Trust Fund Reserve	\$15,124

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$328,791
X 8% Service Charge	\$26,303
FY 2016-17-Receipts Applicable to SCGR	\$332,079
X 8% Service Charge	\$26,566

Explanation of Schedule I, Section III Accounting Adjustments:

COLUMN A01	DESCRIPTION
\$64	SEPTEMBER 2014 CF REVERSION
\$-90	FY 2013-14 CF ENCUMBRANCE

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-20th Judicial Circuit
	20-2-059020

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	269,445.19	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	269,445.19	(F)		
LESS 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)	(2,819.75)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	266,625.44	(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 2016-2017 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 6.5 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, 2015 Office of Economic & Demographic Research / Revenue Estimating Conference (EDR/REC) aggregate estimated total receipts for all Public Defender offices of \$3.5M for FY 2015-2016 and \$3.5M in FY 2016-2017, 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 \$171,840 for FY 15/16 and \$171,840 for FY 16/17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$171,840
Less 8% Service Charge	\$13,747
= Receipts Applicable to 5% Assessment	\$158,093
X 5% State Trust Fund Reserve	\$7,905

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$171,840
X 8% Service Charge	\$13,747
FY 2016-17-Receipts Applicable to SCGR	\$171,840
X 8% Service Charge	\$13,747

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-20th Judicial Circuit
	20-2-339041

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	145,052.36	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	145,052.36	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(431.54)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	144,620.82	(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 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 20th 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 Public Defender, 20th Judicial Circuit’s Grants and Donations revenues projected for 2015-16 and 2016-17 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 2015-16	FY 2016-17
Lee County	\$799,296	\$827,289
Collier County	\$226,080	\$237,340
Charlotte County	\$144,372	\$184,703
Hendry County	\$14,168	\$14,310
Glades County	\$3,542	\$3,577
	<hr/> \$1,187,458	<hr/> \$1,231,220

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$17,710
Less 8% Service Charge	\$1,417
= Receipts Applicable to 5% Assessment	\$16,293
X 5% State Trust Fund Reserve	\$815

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$17,710
X 8% Service Charge	\$1,417
FY 2016-17-Receipts Applicable to SCGR	\$17,887
X 8% Service Charge	\$1,431

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Office-20th Judicial Circuit
	20-2-974020

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	542,734.56	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	542,734.56	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(13,768.40)	(H)		
Approved "B" Certified Forwards	(121.90)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(12,258.67)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	516,585.59	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2016 - 2017

Department Title:	Justice Administration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
Budget Entity:	Public Defender Office 20th Judicial Circuit
LAS/PBS Fund Number:	20-2-974020

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/15

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	516,707.49	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)		(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	(121.90)	(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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ADJUSTED BEGINNING TRIAL BALANCE:	516,585.59	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)	516,585.59	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Office, 20th Circuit

Indigent Criminal Defense Trust Fund - 2974

Revenue Estimating Methodology

The Public Defender, 20th Judicial Circuit’s ICDTF revenues for FY 2014-15 increased 5.83% (almost \$51,000) over the previous FY. This follows a 3.2% increase between FY 2012-13 and FY 2013-2014. Both years exceeded expectations, seemingly validating the initiatives taken by the circuit a few years ago. 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.

For FY 2015-16, the 20th Circuit is revising its revenue forecast to \$937,473 with \$553,109 (59%) from application fees and \$348,364 (41%) from restitution, representing a modest 2% increase. For FY 2016-17, PD20 is forecasting the same conservative increase of 2% to bring revenues to \$956,222 of which \$564,171 would be from application fees and \$392,051 from restitution.

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Application Fees	\$543,695	\$553,109	\$564,171
Restitution	\$375,396	\$384,364	\$392,051
 Total	 \$919,091	 \$937,473	 \$956,222

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$553,109
Less 8% Service Charge	\$44,249
= Receipts Applicable to 5% Assessment	\$508,860
X 5% State Trust Fund Reserve	\$25,443

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$553,109
X 8% Service Charge	\$44,249
FY 2016-17-Receipts Applicable to SCGR	\$564,171
X 8% Service Charge	\$45,134

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

Department Title:	Justice Administration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
Budget Entity:	Public Defender Appellate Office-15th Judicial Circuit
LAS/PBS Fund Number:	20-2-974015

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	258,641.02	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	258,641.02	(F)		
LESS 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)		
Unreserved Fund Balance, 07/01/2015	258,641.02	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Public Defender Appellate Office, 15th 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 fund. 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.

This circuit anticipates a transfer from the trial side in the amount of \$80,000 in FY 2015-16 and a transfer in the amount of \$100,000 in FY 2016-17.

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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Capital Collateral Regional Counsel Trust Fund
LAS/PBS Fund Number:	Capital Collateral Regional Counsel-Middle Region-21702001
	20-2-073001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,450,417.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,450,417.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	1,450,417.00	(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 2016-2017 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 work on the case during the federal stage.

The cases listed below for FY15/16 have CJA's outstanding. Therefore, it is estimated these federal reimbursement dollars will be received during FY15/16. Based on an average number of cases and the reimbursements per case for the past three years, CCRC-Middle Region estimates the following for FY16/17.

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>FY15/16:</u>	3 Cases Total	= \$ 93,423
	8 Cases Total	= <u>\$209,880</u>
		\$303,303
<u>FY16/17:</u>	12 cases @ \$25,000	= \$300,000

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Capital Collateral Regional Counsel Trust Fund
LAS/PBS Fund Number:	Capital Collateral Regional Counsel-Southern Region-21703001
	20-2-073002

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	799,625.08	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	799,625.08	(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)		
Unreserved Fund Balance, 07/01/2015	799,625.08	(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 2016-2017 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 post-conviction proceedings to any person convicted and sentenced to death in Florida who is without counsel due to his or her indigence.

Section 27.702(3) F.S (1996 Supp) states: The Capital Collateral Representative shall file motions seeking compensation for the representation and reimbursement pursuant to 18 U.S.C. s.3006A. The methodology used in determining the reimbursement is as follows:

When cases enter the federal courts, they are tracked through completion.

Reimbursement for the 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 16-17:

FY 16-17: 8 Cases @ \$31,000 = \$248,000.00

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

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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Criminal Conflict and Civil Regional Counsel-1st District
	20-2-339133

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,056.41	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: Anticipated Revenue		(E)		
Total Cash plus Accounts Receivable	4,056.41	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	4,056.41	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Office of Criminal Conflict and Civil Regional Counsel, 1st Region

Grants and Donations Trust Fund - 2339

Revenue Estimating Methodology:

Regional Conflict Counsel, First Region, began receiving monies from Alachua County and Escambia County in FY 13/14 for reimbursements to our operations account. RCC1 would submit an invoice for the expenses every quarter and would be reimbursed by the counties, Only Alachua County funded RCC1 in their budget for FY 14/15 in the amount of \$15,000. The amount of the reimbursement would be only for the operations expense that was expended for Alachua County.. The amount of \$15,000 rarely was met.

FY 14/15 reimbursement was \$8706.00.

Projections for FY 15/16 will remain at \$15,000 only for Alachua County.

5 Percent State Trust Fund Reserve:

N/A

8 Percent Service Charge to General Revenue:

N/A

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Criminal Conflict and Civil Regional Counsel-1st District
	20-2-976001

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	34,538.97	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	34,538.97	(F)		
LESS 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)	(124.27)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	34,414.70	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Office of Criminal Conflict & Civil Regional Counsel, 1st Region

Indigent Civil Defense Trust Fund - 2976

Revenue Estimating Methodology:

Restitution: RCC1 used FY 14/15 actual revenue (\$3,684) and divided by the number of Civil dependency cases in FY 14/15 (1736) and came up with \$ 2.12 per case. Revenue estimates are based on a 15% growth in case per year x \$5.34 per case.

$$1736 \times 15\% = 260$$

$$1736 + 260 = 1996 \text{ cases in FY 15/16}$$

$$1996 \times \$2.12 = \$4,231 \text{ in FY 15/16}$$

$$1996 \times 15\% = 299$$

$$1996 + 299 = 2295 \text{ cases in FY 16/17}$$

$$2295 \times \$2.12 = \$4,865 \text{ in FY 16/17}$$

Fees: To calculate estimated fees for FYs 2015-16 and 2016-17, actual Revenue (\$8,864) FY 14/15 is divided by the number of civil dependency cases in FY 14/15 (1736) ends with \$5.10 per case.

$$1736 \times 15\% = 260$$

$$1736 + 260 = 1996 \text{ in FY 15/16}$$

$$1996 \text{ cases} \times \$5.10 = \$10,179 \text{ in FY 15/16}$$

$$1996 \times 15\% = 299$$

$$1996 + 299 = 2295 \text{ cases in FY 16/17}$$

$$2295 \text{ cases} \times \$5.10 = \$11,704 \text{ in FY 16/17}$$

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$10,179
Less 8% Service Charge	\$814
= Receipts Applicable to 5% Assessment	\$9,365
X 5% State Trust Fund Reserve	\$468

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$10,179
X 8% Service Charge	\$814
FY 2016-17-Receipts Applicable to SCGR	\$11,704
X 8% Service Charge	\$936

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Criminal Conflict and Civil Regional Counsel-2nd District
	20-2-339134

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	483.83	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	483.83	(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)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	483.83	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Office of Criminal Conflict and Civil Regional Counsel, 2nd 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 2015-2016 were based on expected reimbursements for the full fiscal year totaling \$78,160 (\$19,540 x 4) and were met.

Projections for fiscal year 2016-2017 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

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Criminal Conflict and and Civil Regional Counsel -2nd District
	20-2-976002

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	373.90	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	373.90	(F)		
LESS		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(231.65)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	142.25	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Office of Criminal Conflict & Civil Regional Counsel, 2nd 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 2014-2015 was \$9,202.98. Due to an expected increase in the number of cases and better collection practices, a 3% increase was projected to be \$9,500.00 for fiscal year 2015-2016. Next fiscal year, 2016-2017, a 3% increase of revenue is projected to be in the amount of \$9,785.00.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$9,203
Less 8% Service Charge	\$736
= Receipts Applicable to 5% Assessment	\$8,467
X 5% State Trust Fund Reserve	\$423

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$9,203
X 8% Service Charge	\$736
FY 2016-17-Receipts Applicable to SCGR	\$9,785
X 8% Service Charge	\$783

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Criminal Conflict and Civil Regional Counsel-3rd District
	20-2-976003

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	11,973.07	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	11,973.07	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(57.60)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	11,915.47	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 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 are not expected to change from previous year actual receipts in FYs 2015-16 and 2016-17.

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$3,000
Less 8% Service Charge	\$240
= Receipts Applicable to 5% Assessment	\$2,760
X 5% State Trust Fund Reserve	\$138

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$3,000
X 8% Service Charge	\$240
FY 2016-17-Receipts Applicable to SCGR	\$3,000
X 8% Service Charge	\$240

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Criminal Conflict and Civil Regional Counsel-4th District
	20-2-976004

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	6,019.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	6,019.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(70.68)	(I)		
LESS: Offset To Deficit Fund Balance		(J)		
Unreserved Fund Balance, 07/01/2015	5,948.32	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

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

Indigent Civil Defense Trust Fund - 2976

Revenue Estimating Methodology:

Application Fees

2015-2016 - Calculated based on the estimated receipt of \$45 per case, on 1,150 cases, half of the actual appointed cases between July 1, 2015 and June 30, 2016.

2016-2017 - Calculated based on a 1% annual growth rate.

Restitution

2015-2016 and 2016-2017 estimated to be the same amount as the last two prior years.

Actual FY 2014-15	Estimated FY 2015-16	Estimated FY 2016-17
App Fees \$3,745.48	\$51,750	+1% \$52,267
Restitution \$400.00	\$ 400	\$ 400

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$51,750
Less 8% Service Charge	\$4,140
= Receipts Applicable to 5% Assessment	\$47,610
X 5% State Trust Fund Reserve	\$2,381

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$51,750
X 8% Service Charge	\$4,140
FY 2016-17-Receipts Applicable to SCGR	\$52,267
X 8% Service Charge	\$4,181

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Criminal Conflict and Civil Regional Counsel-5th District
LAS/PBS Fund Number:	20-2-339137

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	0.33	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	0.33	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2016 - 2017
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Criminal Conflict and Civil Regional Counsel -5th District
	20-2-976005

	Balance as of 6/30/2015		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	90,430.30	(A)		
ADD: Other Cash		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
Total Cash plus Accounts Receivable	90,430.30	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(428.02)	(I)		
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/2015	90,002.28	(K)		**

Notes:

*SWFS = Statewide Financial Statement

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

**FY 2016-2017 LEGISLATIVE BUDGET REQUEST SCHEDULE 1
NARRATIVE**

Office of Criminal Conflict & Civil Regional Counsel, 5th Region

Indigent Civil Defense Trust Fund - 2976

Revenue Estimating Methodology:

For FY 14/15, RC5's actual revenue was \$20,012.60. RC5 was appointed to 3,201 cases, and it received application fees in 12.5% of its cases. RC5 projects that its caseload will increase at a rate of 20% for the next two years. RC5 projects that it will collect application fees in 15% of its cases in FY15/16 and 17% of its cases in FY16/17.

Revenue Estimates are based on the following:

Estimate for 15/16:

3,841 x \$50.00 application fee = \$192,060

\$192,060 x 15% = \$28,809

Estimate for 16/17:

4,609 x \$50.00 application fee = \$230,450

\$230,450 x 17% = \$39,176.50

Restitution:

Attorney Fees

For FY 14/15, RC5's actual revenue was \$12,658.96. RC5 was appointed to 3,201 cases, and it received restitution in 2.6% of its cases. RC5 projects that its caseload will increase at a rate of 20% for the next two years. RC5 projects that it will collect restitution in 5% of its cases in FY15/16 and 7% of its cases in FY16/17.

Revenue Estimates are based on the following:

Estimate for 15/16:

3,841 x \$150.00 = \$576,150

\$576,150 x 5% = \$28,807.50

Estimate for 16/17:

4,609 x \$150.00 application fee = \$691,350

\$691,350 x 7% = \$48,395.50

5 Percent State Trust Fund Reserve:

FY 2015-16-Receipts Applicable to SCGR	\$28,809
Less 8% Service Charge	\$2,305
= Receipts Applicable to 5% Assessment	\$26,504
X 5% State Trust Fund Reserve	\$1,325

8 Percent Service Charge to General Revenue:

FY 2015-16-Receipts Applicable to SCGR	\$28,809
X 8% Service Charge	\$2,305
FY 2016-17-Receipts Applicable to SCGR	\$39,176
X 8% Service Charge	\$3,134

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

Other Manual Schedules and Supporting Documents

Schedule VIII-A

Priority Listing of Agency Budget Issues Requested Expenditures Over Base Operating Budget

Manual Inserts

Schedule IX – Major Audit Findings and Recommendations

Technical Checklist-LBR Review

SCHEDULE VIII-A: PRIORITY LISTING OF AGENCY BUDGET ISSUES
Requested Expenditures Over Base Operating Budget

DEPARTMENT: JUSTICE ADMINISTRATION
BUDGET ENTITY: Justice Administrative Commission / Executive Direction & Support

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Public Records Request Workload	3009700	1.00	\$54,818 / 1000	1

Narrative: One FTE and General Revenue Salaries & Benefits funding is requested to address an ever-increasing public records requests workload for JAC.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Building Rental for Privately Owned Office Space	2301900		\$16,000 / 1000	2

Narrative: Additional General Revenue Expenses funding is requested for an anticipated rent increase as a result of significant improvements to the City Centre property.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Senior Management Designees	4202A20		\$108,766 / 1000	3

Narrative: Senior Management Service Class retirement benefits are requested for the Justice Administrative Commission's General Counsel, Assistant General Counsels, and senior managerial staff.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Realign Funding for Dependent Children with Special Needs Between Program Components - Add	1800550		\$309,500 / 1000	4
Realign Funding for Dependent Children with Special Needs Between Program Components - Deduct	1800560		(\$309,550) / 1000	4

Narrative: A transfer between program components is requested for a portion of the recurring General Revenue funds appropriated for Legal Representation for Dependent Children with Special Needs.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Statewide Guardian ad Litem

FY 2016-17 Funding Priorities

Priority #1

INCREASE STAFF TO REPRESENT ALL CHILDREN IN OUT OF HOME CARE

Issue Code: 3003520

Salary Rate = \$680,099

FTE = 19

General Revenue: Salaries and Benefits = \$994,073

General Revenue: Expenses = \$74,160

General Revenue: Leases = \$35,000

This request seeks General Revenue Salaries and Benefits to establish and fund 13 new child advocate managers, two supervisors and 4 new program attorneys, and General Revenue Expenses to fund their travel and supplies, for a total of \$1,068,099. This workload increase will enable the GAL Program to serve all currently identified out-of-home care, dependent children at a staffing level that is consistent with national standards for court-appointed special advocates. In May 2015, the number of these children was 22,004.

In FY 14-15, the Guardian ad Litem (GAL) Program was appropriated \$6.1 million and 105.5 new FTEs to serve all dependent children in out-of-home care (foster and group homes, relative care). No new funding was provided for FY 15-16. Since the beginning of FY 14-15, the number of children removed by DCF from their homes has increased more than 14 percent, from 19,299 in July 2014 to 22,004 in May 2015. The GAL Program has struggled to keep up with this workload, because it has no control over the number of children assigned to the Program by circuit court judges. Consequently, workload for GAL child advocate managers and attorneys has grown well beyond the program's capacity to manage effectively. Caseloads for child advocate managers average more than 90 children each and caseloads for attorneys average about 180.

High caseloads are exacerbated by the fact that Florida law requires that a GAL be appointed for every child in the dependency system, whether in home or out-of-home. Circuit judges exercise discretion in the appointment of Guardians ad Litem, and frequently appoint the Program to represent dependent children who reside with their caretaker under the court's supervision. The Program has no option but to serve all children appointed by the courts. Due to high caseloads, many supervisors are carrying cases and some children do not have a volunteer to focus on their needs.

The GAL Program must represent all children in out-of-home care. This is because courts have ruled that any Termination of Parental Rights (TPR) cases without a GAL on the case may be found to have reversible error. Out-of-home care cases are the most likely cases to result in a TPR petition.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Priority # 1 Continued

The GAL Program legislative budget requests support Governor Rick Scott's priorities as follows: Under "Accountability Budgeting," the GAL Program aims to: 1) provide effective advocacy and improved outcomes for all of Florida's abused, abandoned or neglected children, and 2) advocate for timely permanency for children. Further, the Program accomplishes its mission through extensive recruiting, training and oversight of community volunteers to "Reduce Government Spending."

Priority #2

INCREASE STAFF TO REPRESENT ALL CHILDREN UNDER THREE YEARS OLD IN IN-HOME CARE

Issue Code: 3003530

Salary Rate = \$918,575

FTE = 25.50

General Revenue: Salaries and Benefits = \$1,340,830

General Revenue: Expenses = \$65,153

Florida's Guardian ad Litem (GAL) Program is mandated by section 39.822, F.S., to serve all abused, neglected and abandoned children under court supervision, "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." As a result, Circuit Judges routinely appoint the GAL Program to represent these children. This issue seeks \$1,360,344 in recurring General Revenue Funds, and 25.5 new FTEs to serve dependent in home children under age three (3), as part of a plan to represent all children in the dependency system, both out of home and in-home.

As of June 2015, there were approximately 5,586 dependent children under court supervision in their own homes. This number does not include children who have been returned to their parents after foster care placement. It includes only those children who are unsafe in their homes, but who have a court supervised safety plan. A court has determined that circumstances permit these children to reside at home while their family receives treatment, counseling and supervision from a community based care lead agency to ensure that the children remain free from harm. The court monitors their progress regularly.

More than 25 percent of these children in their own homes under court supervision are under age three (3). They are the most vulnerable of all children, due to their continued proximity to their abusers, lack of verbal skills, limited community interaction, and defenseless physical condition. In-home family situations are often quite complex, subjecting children to a variety of mental health, substance abuse and domestic violence issues. While a community based care case manager visits the home at least once per month, their interests lie in family stability and there is no oversight focused strictly on the best interests of the child. The Guardian ad Litem represents only the child's best interest, and often is the voice to which the judges look in making their decisions about child safety.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Priority # 2 Continued

The GAL Program legislative budget requests support Governor Rick Scott's priorities as follows: Under "Accountability Budgeting," the GAL Program aims to: 1) provide effective advocacy and improved outcomes for all of Florida's abused, abandoned or neglected children, and 2) advocate for timely permanency for children. Further, the Program accomplishes its mission through extensive recruiting, training and oversight of community volunteers to "Reduce Government Spending."

Priority #3

ATTORNEY RECRUITMENT AND RETENTION

Issue Code: 4206A00

Salary Rate = \$573,104

General Revenue: Salaries and Benefits = \$658,553

This issue requests \$658,553 in General Revenue Funding for Salaries and Benefits to increase the minimum starting salary for 110 senior and supervising attorney positions employed by the Guardian ad Litem Program (GAL). 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. Low starting salaries make it difficult to retain qualified attorneys in the Guardian ad Litem Program.

The results of an independent salary and compensation study conducted by Five Points Technology, Inc., in 2014 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 from \$45,304 annually to \$51,627, or \$6,323 per year, for the minimum salary of Senior Attorneys, who must have two years' experience in child welfare litigation. The GAL has chosen to seek less than the study's recommendation of the SPS minimum for Supervising Attorneys and is seeking an increase from \$47,569 to \$61,000 annually, or \$13,431 per year, in the minimum salary.

Other findings from the independent study further support the need for this adjustment:

- 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 one compares the average salaries of the GAL attorneys to the actual average salaries of other agency attorneys.
- Because comparable attorney positions in other agencies receive higher insurance benefits as select exempt employees and the GAL attorneys do not, the difference in compensation is actually greater.
- Compared to the Department of Children and Families Children's Legal Services attorneys, GAL Senior Attorneys' current actual average salaries are 11% lower than DCF minimums. For Supervising Attorneys, the difference is 24%. DCF supervising attorneys also cover smaller geographic areas than do GAL supervising attorneys who cover entire circuits, and DCF attorneys carry smaller caseloads.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Priority # 3 Continued

GAL attorney caseloads now average about 180 – almost double 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 consistently 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.

While DCF attorneys represent the Department – a state agency – and the GAL Program attorneys represent the best interests of each child to whom the Program is appointed, the knowledge, skills and abilities required for these positions are quite similar. 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”). Florida law requires that attorneys represent the Guardian ad Litem Program in court whenever a volunteer is appointed to represent a child.

The GAL Program legislative budget requests support Governor Rick Scott’s priorities as follows: Under “Accountability Budgeting,” the GAL Program aims to: 1) provide effective advocacy and improved outcomes for all of Florida’s abused, abandoned or neglected children, and 2) advocate for timely permanency for children. Further, the Program accomplishes its mission through extensive recruiting, training and oversight of community volunteers to “Reduce Government Spending.”

Priority #4

CHILD ADVOCACY COORDINATOR CERTIFICATION

Issue Code: 4206A10

Salary Rate = \$73,480

FTE = 2.0

General Revenue: Salaries and Benefits = \$106,812

General Revenue: Expenses = \$116,240

General Revenue: Contracted Services = \$350,000

The Guardian ad Litem Program is requesting a total of \$576,460 - \$201,260 in recurring General Revenue and \$375,200 in non-recurring General Revenue - to establish a program of training and certification for 376 professional staff members of the Florida Guardian ad Litem (GAL) Program. This issue includes the establishment of two (2) FTE Trainer Positions to implement statewide training.

Under the auspices of the Florida Certification Board, the Guardian ad Litem Program is developing a certification program to increase the professionalism of its child advocate staff. These staff recruit, train and oversee the work of more than 10,000 volunteers and interact daily with abused and neglected children, the courts, and professionals in child welfare, education and specialty areas. As a member of a three-party team (child advocate manager, volunteer, and attorney), they are a party to the dependency cases heard in circuit court, and are the only party to represent the children’s best interests.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Priority # 4 Continued

These employees are respected professionals in the eyes of the court, and are often the source to whom judges turn for life-altering decisions on behalf of traumatized children. By implementing a program of professional certification akin to that required of DCF and Community Based Care employees, the GAL Program will attract and retain qualified and capable child advocate employees and reduce the turnover.

Certification brings with it a uniform set of quality and ethical standards, enhanced training, competency testing, professional development on child welfare issues as well as volunteer management, and improved recruitment and retention. It will place the child advocate managers, recruiters and trainers on a pay level closer to their peers in the rest of the child welfare profession, e.g., DCF and community based care lead agencies.

The costs of this issue include annual certification at \$200 per employee, salaries and benefits for two trainer positions, along with expense costs for travel and supplies and the non-recurring cost of curriculum development to update and upgrade the professional pre-service training for these employees.

The GAL Program legislative budget requests support Governor Rick Scott's priorities as follows: Under "Accountability Budgeting," the GAL Program aims to: 1) provide effective advocacy and improved outcomes for all of Florida's abused, abandoned or neglected children, and 2) advocate for timely permanency for children. Further, the Program accomplishes its mission through extensive recruiting, training and oversight of community volunteers to "Reduce Government Spending."

Priority #5

CHILD ADVOCACY COORDINATOR COMPENSATION

Issue Code: 4206A20

Salary Rate = \$964,498

General Revenue: Salaries and Benefits = \$1,108,305

The Guardian ad Litem (GAL) Program is requesting \$ 1,108,305 in recurring General Revenue to increase the minimum salaries for professional staff of the GAL Program. These staff recruit, train and oversee the work of more than 10,000 volunteers and interact daily with abused and neglected children, the courts, and professionals in child welfare, education and specialty areas. As a member of a three-party team (child advocate manager, volunteer, and attorney), they are a party to the dependency cases heard in circuit court, and are the only party to represent the children's best interests.

These employees are respected professionals in the eyes of the court, and along with the Program's volunteers, are often the source to whom judges turn for life-altering decisions on behalf of traumatized children. Yet, GAL minimum salaries for child advocate managers are significantly below the salaries of positions at the Department of Children and Families that work with the same population and appear in the same courtrooms on the same cases. Child advocate managers are presently hired at the minimum salary of \$30,319 per year, and recruiters, trainers and child advocate supervisors are hired at \$33,076. These staff have starting salaries that are far

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Priority # 5 Continued

less than some community based care case managers or Child Protective Investigators, significantly less than DCF's Hotline workers and less even than DCF Adult Protective Investigators, who are not certified, and caseloads much higher than their colleagues in DCF or case management agencies. Consequently, the turnover rate has hovered around 21-22% for the past four years.

This issue seeks funding to increase the annual minimum salary for child advocate managers from \$30,319 to \$33,400; for senior child advocate managers, recruiters and trainers from \$33,076 to \$36,740, for child advocate manager supervisors from \$33,076 to \$40,414, and for circuit directors from \$47,569 to \$61,000.

Child advocate managers oversee 38 volunteers each, and along with their volunteers, have responsibility for representing 76 children. Recruiters are tasked with recruiting a minimum of 100 volunteers per year for the program, and trainers provide both pre-service and in-service training to volunteers and staff.

The GAL Program legislative budget requests support Governor Rick Scott's priorities as follows: Under "Accountability Budgeting," the GAL Program aims to: 1) provide effective advocacy and improved outcomes for all of Florida's abused, abandoned or neglected children, and 2) advocate for timely permanency for children. Further, the Program accomplishes its mission through extensive recruiting, training and oversight of community volunteers to "Reduce Government Spending."

The GAL Program is also requesting funds in a separate LBR issue to implement a program of professional certification for these staff, under the auspices of the Florida Certification Board. By implementing a program of professional certification akin to that required of DCF and Community Based Care case management employees, and by also seeking funding for certification, the GAL Program will attract, retain and compensate its child advocate employees more fairly, and reduce the turnover driven by cross-agency competition for talent. Professional certification brings with it a code of ethics, professional standards that must be maintained, and an ongoing requirement for continuing education for all certified staff.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2016-17
(First through Twentieth Judicial Circuits)**

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, 2015. Amended Legislative Budget Requests will be submitted with a revised Schedule VII-A.

Priority #2

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST
FUND AUTHORITY TO GENERAL REVENUE – ADD / DEDUCT**

GR Salaries & Benefits = \$61,794

SARTF Salaries & Benefits = -\$61,794

When the State Attorney Revenue Trust Fund (SARTF) Article V Traffic Assessment was created, there also came a fund shift from General Revenue to SARTF. The original fund shift for the Office of State Attorney, First Circuit, was \$369,300, in FY 2009-2010. The actual receipts for FY 2009-2010 in SARTF was \$305,687.10, which was under the appropriation by \$43,612.90. In FY 2010-2011, the appropriation was \$370,000.00; actual receipts were \$314,108.79 leaving the sum of \$55,891.21 as a deficiency in appropriation. In FY 2011-2012, the appropriation was \$379,953.00, and the actual receipts were \$361,288.49 leaving a deficiency in appropriation in the sum of \$18,664.51. In FY 2012-2013, the appropriation was \$379,953.00 and the receipts were \$310,472.04, leaving a deficiency in appropriation in the sum of \$70,254.96. In FY 2013-2014, the appropriation was \$380,727; the receipts were \$293,641.96, leaving a deficiency in appropriation in the sum of \$87,085.04. And finally, in FY 2014-2015, the appropriation was \$380,727.00 and the receipts were \$267,613.01, leaving a deficiency in the sum of \$113,113.99. The average receipts for the past seven years have averaged only \$273,750.52. Moreover, the trend in actual collections and the Conference forecast is down.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, First Judicial Circuit (Continued)

Priority #3

IC 2401000 REPLACEMENT EQUIPMENT

GR Operations = \$35,555

Forfeiture & Investigative Support TF Operations = \$14,024

GENERAL REVENUE

Request \$35,555 to replace furniture and equipment which have exceeded their life expectancy of five years, are worn out, obsolete, a hazard to employees and is no longer cost effective to the State.

FORFEITURE AND INVESTIGATIVE SUPPORT TRUST FUND - FEDERAL

Request \$14,024 to purchase ammunition needed by the investigators for required target practice, tasers, and rain jackets as well as other equipment needs that may arise during the fiscal year.

State Attorney, Second Judicial Circuit

Priority #1

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 62,307

GR Salaries and Benefits = \$77,135

GR Operations = \$8,071

The Legislature has assigned high priority to accountability and transparency! Meeting the public's demand for records is one way of achieving that demand. The workload is increasing and is becoming more complex in its nature. Specialists in this area of legal practice are necessary.

Priority #2

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

GR Acquisition of Motor Vehicles = \$75,000

Reliable, cost efficient transportation of Assistant State Attorneys, investigators and victim/witness advocates to and from six different offices in six counties is a necessity.

Priority #3

IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY

Salary Rate = 26,050

GR Salaries and Benefits = \$29,934

What is/was good and fair for almost all other law enforcement officers in the state over the last three legislative sessions is good and fair for State Attorney investigators, who are sworn law enforcement officers as well.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Second Judicial Circuit (Continued)

Priority #4

IC 36220C0 VIDEOCONFERENCING UPGRADES

GR Operations = \$50,000

Cost efficient and effective way to communicate with staff in six locations as well as interaction with other attorneys, law enforcement officers, victims and witnesses.

State Attorney, Third Judicial Circuit

Priority #1

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST
FUND AUTHORITY TO GENERAL REVENUE – ADD / DEDUCT**

GR Salaries & Benefits = \$22,859

SARTF Salaries & Benefits = -\$22,859

The State Attorney's Office, Third Judicial Circuit has maximized trust fund revenues that are received in order to be a good steward of the dollars available in this circuit for the prosecution of criminal cases. The prosecution of these cases benefits all citizens by providing a safe community in which to live. Traffic Fine revenues are on the decline and this office has no way to increase collections. The revenue is necessary for the efficient operation of this office and it is requested that this decrease in funding be made up in General Revenue.

Priority #2

IC 2402000 ADDITIONAL EQUIPMENT

GR Operations = \$54,689

The counties of the Third Judicial Circuit (Suwannee, Hamilton, Lafayette, Columbia, Taylor, Madison, Dixie) collectively provide office space in Live Oak for the State Attorney's Office through a lease. The Suwannee County Commission has approved a capital improvement plan to build a new building for the State Attorney's Office which will be county owned. The State Attorney's Office currently has use of much furniture that is owned by the landlord. Similar office, lobby, conference room, and break room furniture will need to be purchased for the new building in order to fully utilize all spaces.

Priority #3

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$54,000

The State Attorney's Office, Third Judicial Circuit requests authority to purchase two pursuit vehicles for use by State Attorney Investigators who are sworn law enforcement officers. This will replace two vehicles currently in use which have met the required DMS replacement criteria for pursuit vehicles.

**SCHEDULE VIIIA
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Third Judicial Circuit (Continued)

Priority #4

IC 3000640 ENHANCED OTHER PERSONAL SERVICES

GR Other Personal Services = \$13,435

The State Attorney's Office, Third Circuit requests \$13,435 to employ an Other Personal Services worker for the purpose of imaging case files where the required retention period necessitates that long term storage of the data be used. This will provide a cost savings to the office because offsite storage will not be required in the future, as well as the time required to access these files will be minimal once the file is imaged.

Priority #5

**IC 2000100 & 2000200 REALIGNMENT OF ADMINISTRATIVE
EXPENDITURES – ADD / DEDUCT**

GR Salary Incentive Payments = \$2,000

GR Operations = -\$2,000

The State Attorney's Office, Third Circuit requests \$2,000 be deducted from General Revenue - State Attorney Operations to provide the required funding for General Revenue- Salary Incentive Payments. The Salary Incentive payments to State Attorney Investigators is a mandatory salary additive based on the education and training of the employee. Current funding is not sufficient. This budget realignment should prevent the need for future budget transfers. There is a companion budget issue to add the same amount to General Revenue - Salary Incentive Payments.

State Attorney, Fourth Judicial Circuit

Priority #1

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 130,928

FTE = 4.0

GR Salaries and Benefits = \$208,840

GR Operations = \$8,071

Government in the Sunshine is well-intentioned and a necessary obligation of government. Access to public records is central to that obligation; however, there is a cost to providing public records and the cost is increasing.

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 2016-2017**

State Attorney, Fourth Judicial Circuit (Continued)

Public records demands are becoming more time consuming and sophisticated. The requests 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.

While the public is entitled to the records and we want to insure they receive them, it cannot be overlooked that time spent by attorneys and staff dealing with these demands takes time away for our core mission and 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.

The State Attorney's Office for the Fourth Judicial Circuit is requesting two attorney and two paralegal positions to cover the amount of public records requests this office receives. Our circuit received 1,628 public records requests in 2013, 1,461 in 2014, and 809 to date in 2015.

The State Attorney's Office for the Fourth Judicial Circuit was 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.

Priority #2

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST
FUND AUTHORITY TO GENERAL REVENUE – ADD / DEDUCT**

GR Salaries & Benefits = \$112,268

SARTF Salaries & Benefits = -\$112,268

In January 2009, the State Attorney's Office general revenue was reduced based on a fund shift which projected the collection of over \$9.5 million in traffic fine receipts in the State Attorney Revenue Trust Fund (SARTF). In the past six years, the traffic fine receipts have only averaged only \$7.7 million. The amount of the original fund shift from General Revenue to the State Attorney Revenue Trust Fund was \$608,794 for the fourth circuit.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Fourth Judicial Circuit (Continued)

The average receipts since FY 2009-2010 for the State Attorney's Office Fourth Judicial Circuit has been \$496,526.43. Therefore, the State Attorney's Office Fourth Judicial Circuit's budget has been reduced on average by \$112,268.

This issue is to request restoration of general revenue authority in the amount of \$112,268.

Actual Article V Traffic Fine Receipts for the fourth circuit:

FY-15	\$439,449.59
FY-14	\$483,240.00
FY-13	\$510,518.00
FY-12	\$524,378.99
FY-11	\$517,645.00
FY-10	\$503,927.00
AVERAGE	\$496,526.43

Issue 3402970 requests a deduction in State Attorney Revenue Trust Fund authority in the amount of \$112,268.

Priority #3

IC 3000560 JIMMY RYCE CIVIL COMMITMENT

Salary Rate = 160,372

FTE = 4.0

GR Salaries and Benefits = \$245,779

GR Operations = \$15,442

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 an Assistant State Attorney, investigator, paralegal, and legal assistant. This funding is necessary to ensure our office does not allow a sexually Violent Predator to fall through the cracks.

**SCHEDULE VIII
 PRIORITY LISTING OF AGENCY BUDGET ISSUES
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FISCAL YEAR 2016-2017**

State Attorney, Fourth Judicial Circuit (Continued)

Priority #4

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

FISTF Acquisition of Motor Vehicles = \$40,000

The State Attorney's Office for the Fourth Judicial Circuit is requesting the replacement of two vehicles in our fleet. These vehicles have met or will meet the mileage replacement on the Florida Department of Management Services Minimum Equipment Replacement Criteria in FY-16. Replacing these vehicles is necessary for safety and financial purposes.

Replacing these vehicles is vital for our circuit's investigations and prosecutions.

Asset #	Year	Make/Model	VIN	Act Mileage 6/15	Est Mileage 6/30/16
02382	2008	Chevy Impala	2G1WB55K689237825	111,980	123,980
01459	2002	GMC Truck	1GTEK19V62E220138	128,672	140,672

Priority #5

IC 2402400 ADDITIONAL EQUIPMENT - MOTOR VEHICLES

FISTF Acquisition of Motor Vehicles = \$40,000

The State Attorney's Office Fourth Judicial Circuit is requesting the addition of two vehicles to our fleet. Currently, we have two forfeited vehicles that we are utilizing, and we cannot use replacement authority to replace these two vehicles. The two vehicles listed below have met or will meet the DMS mileage replacement criteria in FY-16.

Replacing these vehicles is vital for our circuit's investigations and prosecutions.

Asset #	Year	Make/Model	VIN	Act Mileage 6/30/15	Est Mileage 6/30/16
02935	2008	Honda Pilot	5FNYF18508B012637	130,755	142,755
03360	2006	Acura TL	19UUA66216A032261	113,535	125,535

State Attorney, Fifth Judicial Circuit

Priority #1

Florida Prosecuting Attorneys Association's budget priorities

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
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State Attorney, Sixth Judicial Circuit

Priority #1

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 108,751

FTE = 4.0

GR Salaries and Benefits = \$176,537

GR Operations = \$14,923

Additional positions to address workload increases and backlogs in public records requests.

Priority #2

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$76,000

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.

State Attorney, Seventh Judicial Circuit

Priority #1

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$202,500

All vehicles being replaced meet the Minimum Replacement Criteria, and are critical to operational duties.

Priority #2

IC 3003020 IMPLEMENTATION OF DOMESTIC VIOLENCE UNIT

Salary Rate = 328,120

FTE = 8.0

GR Salaries and Benefits = \$511,165

GR Operations = \$33,322

F.S. 741.2901 provides for the creation of Domestic Violence Units. This office has worked with the Domestic Violence Councils to implement a pilot program developed through these coordinated efforts to offer greater protection for victims, and better accountability of perpetrators.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Seventh Judicial Circuit (Continued)

Priority #3

IC 3009620 CAREER CRIMINAL PROSECUTION

Salary Rate = 473,504

FTE = 8.0

GR Salaries and Benefits = \$699,032

GR Operations = \$33,322

F.S. 775.0843 (1) & 775.0843 (2) provide that each State Attorney shall establish a Career Criminal Unit and adopt and implement the policies set forth within the statute. The funds requested are necessary to allow staffing of sufficient highly qualified prosecutors and investigators to focus on the goal of convicting career criminals and seeking the most severe sanction authorized upon them at sentencing.

Priority #4

IC 3000560 JIMMY RYCE CIVIL COMMITMENT

Salary Rate = 477,516

FTE = 8.0

GR Salaries and Benefits = \$704,234

GR Operations = \$33,322

The 2014 Florida Legislature significantly expanded the protection of our citizens by increasing the coverage of the Jimmy Ryce laws to include previously uncovered dangerous prior sex offenders. Implementation of this legislation requires a high level of scrutiny and follow-up on all prisoners who come within the parameters of the legislation. Identification of these sexual predators and appropriate action under the statute by specialized staff trained in identifying the defendants and following through with the commitment of these sexual predators will prevent them from further victimizing our communities.

Priority #5

IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS

Salary Rate = 130,928

FTE = 4.0

GR Salaries and Benefits = \$208,840

GR Operations = \$16,142

A Veterans Court has been established in Volusia and St. Johns Counties. This court provides a critical service to the individuals charged that qualify for inclusion within the program. A special court has been set up that requires additional staffing to meet the increased workload thus created.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Seventh Judicial Circuit (Continued)

Priority #6

IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY

Salary Rate = 49,494

GR Salaries and Benefits = \$56,873

In the last two state budgets state law enforcement agencies have received salary increases. Our investigators operate at the highest level of the law enforcement field involving First Degree murders and other serious felonies. They are critical to the operation of this office. We will be unable to keep our current investigators or hire new officers with the requisite knowledge and skills unless we are allowed to keep pace with the salary structure and raises given state law enforcement officers employed in other state agencies.

Priority #7

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 192,752

FTE = 4.0

GR Salaries and Benefits = \$288,668

GR Operations = \$16,142

Our office has been inundated by the increase in public records requests. This is due to a significant increase in volume and the redaction process. The recent addition of "body cams" has again pushed the requests beyond our ability to respond in a timely manner without the additional positions requested.

Priority #8

**IC 3800610 CRIMINAL JUSTICE SYSTEM AND LAW ENFORCEMENT
TRAINING**

Salary Rate = 101,376

FTE = 2.0

GR Salaries and Benefits = \$150,791

GR Operations = \$8,071

Current office turnover rates combined with the complexity of the digital office have created a need for permanent specifically assigned trainers within our office to instruct staff in operating our systems.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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FISCAL YEAR 2016-2017**

State Attorney, Seventh Judicial Circuit (Continued)

Priority #9

**IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC
FILING**

Salary Rate = 123,000

FTE = 2.0

GR Salaries and Benefits = \$163,716

GR Operations = \$7,890

Legislative mandates and Supreme Court rules have pushed the office into the digital age and we are without adequate funding to accomplish the stated goals. The most economical and efficient solution is the hiring of computer programmers. As a law enforcement agency we must meet significant confidential requirements on our software, which requires the use of specifically targeted software or in-house programs.

State Attorney, Eighth Judicial Circuit

Priority #1

Florida Prosecuting Attorneys Association's budget priorities

State Attorney, Ninth Judicial Circuit

Priority #1

**IC 3009950 INVESTIGATION AND PROSECUTION OF HUMAN
TRAFFICKING CRIMES**

Salary Rate = 518,024

FTE = 12.0

GR Salaries and Benefits = \$768,255

GR Operations = \$46,664

GR Salary Incentive Payments = \$2,351

GR Acquisition of Motor Vehicles = \$104,000

The State Attorney is requesting positions and funding for a collaborative model with law enforcement to proactively investigate and prosecute sex and labor trafficking, to identify victims of human trafficking, to offer services to those victims, and to enhance community outreach and public awareness.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Ninth Judicial Circuit (Continued)

Priority #2

IC 3009630 DOMESTIC VIOLENCE COURT DIVISION

Salary Rate = 332,317

FTE = 9.0

GR Salaries and Benefits = \$502,139

GR Operations = \$36,905

The State Attorney is requesting positions and funding to expand the Domestic Violence Court Division by increasing the number of prosecutors available to appear before all judges assigned to the Orange County and Osceola County Family Court - Domestic Violence Divisions and hire additional Paralegals to support this effort.

Priority #3

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 120,662

FTE = 3.0

GR Salaries and Benefits = \$182,008

GR Operations = \$12,535

The State Attorney is requesting positions and funding to enhance our ability to comply with public records requests. The requests for public records demands are becoming more time consuming and more sophisticated. Additional personnel are needed in order to meet the demand in order to allow our Assistant State Attorneys to focus on our core mission of prosecution and still meet the growing demand for public records.

State Attorney, Tenth Judicial Circuit

Priority #1

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 100,000

FTE = 2.0

GR Salaries and Benefits = \$147,077

GR Operations = \$8,590

The State Attorney's Office, 10th Circuit, is required to respond to Public Records Requests per FS Chapter 119. The workload, in addition to the making of copies, consists of reviewing the public records request to determine the scope of the request; reviewing all records to determine if each record is actually public record and redacting all documents of confidential information. The increased workload of public records requests has been a huge burden on current staff. It is necessary for our office to add two FTE to handle this workload.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Tenth Judicial Circuit (Continued)

Priority #2

Florida Prosecuting Attorneys Association's budget priorities

State Attorney, Eleventh Judicial Circuit

Priority #1

IC 3000560 JIMMY RYCE CIVIL COMMITMENT

Salary Rate = 233,674

FTE = 6.0

GR Salaries and Benefits = \$354,880

GR 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 #2

IC 4200A60 COMPETITIVE AREA DIFFERENTIAL FUNDING

Salary Rate = 1,741,940

Child Support TF (Matching) Salaries and Benefits = \$48,470

Child Support TF (Federal) Salaries and Benefits = \$94,086

GR Salaries and Benefits = \$1,950,425

Grants & Donations TF Salaries and Benefits = \$155,516

The substantial difference in the cost of living between Miami-Dade County and other parts of the state severely affects the State Attorney's ability to recruit and retain quality prosecutors and to compete with local and other state governmental agencies for qualified legal professionals. A Competitive Area Differential (CAD) is needed to reduce the annual Assistant State Attorney turnover that requires we hire a "medium-sized law firm" every year, which for the last 5 fiscal years has required us to hire and train an average of 53.8 new attorneys annually.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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FISCAL YEAR 2016-2017**

State Attorney, Eleventh Judicial Circuit (Continued)

Priority #3

IC 4200A10 COMPETITIVE AREA DIFFERENTIAL FUNDING FOR SUPPORT STAFF

Salary Rate = 720,096

Child Support TF (Matching) Salaries and Benefits = \$21,453

Child Support TF (Federal) Salaries and Benefits = \$41,646

GR Salaries and Benefits = \$668,280

Grants & Donations TF Salaries and Benefits = \$96,084

A Competitive Area Differential (CAD) comparable to those already in effect for state employees in Miami-Dade County is essential to compete within the local job market and to recruit and retain vital employees that are of high quality and susceptible to recruitment by other employers and local government.

Priority #4

IC 3009050 RULE 3 UNIT WORKLOAD

Salary Rate = 346,288

FTE = 9.0

GR Salaries and Benefits = \$539,040

GR Operation = \$37,967

Post-conviction motions are filed under Fla. R. Crim. P. 3.170 (motions of withdrawal of pleas), 3.850 (motions to vacate judgments and/or sentence), as well as, other sections of Rule 3 for motions for correction, reduction and modification of sentences, motions for collateral relief after a death sentence has been imposed, and writs of habeas corpus and other writs for extraordinary relief. 30% of all post conviction motions filed in the state are filed in the 11th Circuit. In order to assure proper handling of these motions, additional attorneys and support staff are required to research and respond to the approximately 1,400 new 3.850 motions received annually.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Twelfth Judicial Circuit

Priority #1

Florida Prosecuting Attorneys Association's budget priorities

Priority #2

IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS

Salary Rate = 209,098

FTE = 6.0

GR Salaries and Benefits = \$334,679

GR Operation = \$25,432

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

Salary Rate = 152,758

FTE = 4.0

GR Salaries and Benefits = \$237,026

GR 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
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State Attorney, Twelfth Judicial Circuit (Continued)

Priority #4

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 130,928

FTE = 4.0

GR Salaries and Benefits = \$208,840

GR 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.

Priority #5

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST
FUND AUTHORITY TO GENERAL REVENUE – ADD / DEDUCT**

GR Salaries & Benefits = \$60,683

SARTF Salaries & Benefits = -\$60,683

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. This issue is to request restoration of general revenue in the amount of \$60,683.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Twelfth Judicial Circuit (Continued)

Priority #6

IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY

Salary Rate = 4,016

GR Salaries and 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.

State Attorney, Thirteenth Judicial Circuit

Priority #1

IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY

Salary Rate = 34,710

GR Salaries and Benefits = \$39,885

In Fiscal Year (FY) 13/14, 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, Laws of Florida (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

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Thirteenth Judicial Circuit (Continued)

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 June 30, 2015, rate of pay). This request is for \$34,710, PLUS the appropriate fringe benefits (i.e., retirement and FICA) of \$5,175, for a total of \$39,885. 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 #2

IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS

Salary Rate = 520,070

FTE = 10.0

GR Salaries and Benefits = \$784,939

GR Operation = \$43,312

This issue benefits the Felony Prosecution activity of the Office of the State Attorney, 13th Judicial Circuit, Hillsborough County. Funding for one (1) Felony Prosecution Division is requested in order to staff one (1) new Felony Judgeship anticipated to be certified for this circuit. It is imperative to have proper funding in order to staff this new division if the Judgeship is added. The new Felony Prosecution Division would require the following positions:

- 1 Felony Division Chief Assistant State Attorney
- 1 Felony Division Deputy Chief Assistant State Attorney
- 1 Felony Division 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

It may be necessary to make changes to this Issue Code at a later date.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Thirteenth Judicial Circuit (Continued)

Priority #3

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$50,000

This issue benefits all four core activities of the State Attorney, 13th Judicial Circuit, Hillsborough County. These activities are Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution and Civil Action Services. The cost to replace the two (2) vehicles is estimated to be a total of \$50,000.00 Both vehicles slated for replacement are projected to meet the Florida Department of Management Services Minimum Equipment Replacement Criteria in FY 16/17.

Priority #4

IC 3008A10 ENHANCED SALARY INCENTIVE PAYMENTS

GR Salary Incentive Payments = \$5,165

This issue, 13th benefits all four core activities of the State Attorney Judicial Circuit, Hillsborough County. These activities are Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution and Civil Action Services. These incentive payments are requisite according to statute. The funds appropriated to this category have been inadequate for 20+ years.

The investigative component is integral to the operations of this office.

Priority #5

IC 2000100 & 2000200 REALIGNMENT OF ADMINISTRATIVE EXPENDITURES – ADD / DEDUCT

GR Salaries and Benefits = \$101,600

GR Salary Incentive Payments = \$5,200

GR OPS = -\$50,000

GR Operations = -\$55,200

GR Leases = -\$1,600

The realignment of budget dollars for administrative expenses among the appropriation categories shown above (and the companion Issue Code 2000200) will more accurately reflect the anticipated expenditures within those given categories. This will help to reduce transfers necessary to meet financial obligations during the fiscal year in the Salaries and Benefits Appropriation and in the Law Enforcement Incentive Pay Appropriation of the Office of the State Attorney, 13th Judicial Circuit, Hillsborough County.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Fourteenth Judicial Circuit

Priority #1

Florida Prosecuting Attorneys Association's budget priorities

Priority #2

IC 36201C0 INFORMATION TECHNOLOGY CRITICAL NEEDS

SARTF Operations = \$109,651

Technology is a critical part of operations on a daily basis. The State Attorney's Office, Fourteenth Circuit encompasses a six county circuit of which five of the counties are rural and the counties cannot generate enough revenue to adequately meet the needs of the office for equipment and to provide services and to be in compliance with FDLE standards and regulations. This request is not designed to supplant county funding of technology but to address the funding gaps and to provide a minimum level of technology services.

Priority #3

IC 4300250 MAXIMIZE USE OF TRUST FUND REVENUES FOR OPERATING EXPENDITURES

SARTF Operations = \$46,360

The new Washington County Courthouse is scheduled for completion in 2016. Existing furnishings are old and cannot be utilized and the building is designed for systems furniture that allows for maximum occupancy.

Priority #4

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$90,000

The Fourteenth Circuit is a six county circuit and the State Attorney's Office has an office and court appearances in each county; therefore travel is essential. Considering factors of age and mileage, the continued usage of these vehicles has become not only a safety issue, but also a fiscal issue with the cost of repairs and maintenance.

Priority #5

IC 3000640 ENHANCED OTHER PERSONAL SERVICES

SARTF Other Personal Services = \$114,195

Due to state budget reductions and increased workload demand, temporary staff is needed to assist employees with caseloads and document imaging and to substitute when an employee is on extensive paid medical/annual leave. The services provided are in lieu of hiring full-time, salaried employees.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Fifteenth Judicial Circuit

Priority #1

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 86,379

FTE = 2.0

GR Salaries and Benefits = \$131,425

GR Operation = \$8,071

This issue provides funding for personnel and operating expenses for State Attorney's Office, 15th Circuit 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 that 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.

Priority #2

**IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC
FILIN**

Salary Rate = 53,530

FTE = 2.0

GR Salaries and Benefits = \$83,887

GR Operation = \$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 State Attorney's Office, 15th Circuit. The State Attorney receives hundreds of thousands of documents yearly and each piece must be scanned to prepare

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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State Attorney, Fifteenth Judicial Circuit (Continued)

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 an Automated Systems Specialist.

Under this Issue Code the request is for two (2) Full Time Equivalent (FTE) General Revenue (GR) salaried employees of the four (4) employees determined to be needed. The other two positions are found under IC 300640 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. This is linked specifically to courtroom trial work.

Priority #3

IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS

Salary Rate = 76,379

FTE = 2.0

GR Salaries and Benefits = \$118,513

GR Operation = \$8,071

State Attorney's Office, 15th Circuit is an integral part to the 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 address 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.

This is Circuit 15's third specialty court (drug court, mental health court) that requires an experienced, specially dedicated Assistant State Attorney. The specialty courts are proving to be very successful but require the State Attorney to move an experienced prosecutor from the trial court which places more of a burden on the less experienced trial assistants. This position would allow for a specific assignment that is dedicated to all the specialty courts without reducing line staff.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Fifteenth Judicial Circuit (Continued)

Priority #4

IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS

Salary Rate = 321,006

FTE = 10.0

GR Salaries and Benefits = \$514,844

GR Operation = \$40,355

Through the last two legislative sessions 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 Assistant State Attorneys, 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.

State Attorney, Sixteenth Judicial Circuit

Priority #1

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$50,000

Vehicles are used primarily by our sworn law enforcement investigators who travel around the circuit interviewing witnesses and locating/retrieving evidence. Investigators occasionally transport people that have been arrested in their cars.

Priority #2

IC 3000640 ENHANCED OTHER PERSONAL SERVICES

GR Other Personal Services = \$8,372

Converting the paper files to electronic format and then destroying the paper files will result in a more efficient office.

Priority #3

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 62,307

FTE = 2.0

GR Salaries and Benefits = \$100,792

GR Operations = \$8,071

Dedicated and trained staff is necessary to handle the massive public records requests. Since many of the items contained in our files are items that cannot be disclosed it is necessary to have staff that understands and recognizes what can and what cannot be disclosed. This is especially important since some of our records cannot be disclosed by law. Since the legislature has made it a crime to disclose certain items (like the identity of a sexual battery victim) we need to have staff that is properly trained and dedicated to this function.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Seventeenth Judicial Circuit

Priority #1

Florida Prosecuting Attorneys Association's budget priorities

Priority #2

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 236,995

FTE = 6.0

GR Salaries and Benefits = \$364,569

GR Operations = \$24,213

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.

Public records demands are becoming more time consuming and more sophisticated. The public is entitled to the records and we want to ensure 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.

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.

Priority #3

IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS

Salary Rate = 126,379

FTE = 3.0

GR Salaries and Benefits = \$195,526

GR Operations = \$12,716

In FY12-13, 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

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Seventeenth Judicial Circuit (Continued)

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 2016-17.

Priority #4

IC 3000640 ENHANCED OTHER PERSONAL SERVICES

GR 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

Priority #5

IC 4200A60 COMPETITIVE AREA DIFFERENTIAL FUNDING

Salary Rate = 210,571

GR Salaries and Benefits = \$241,967

An increase in salaries and benefits of \$244,030 and rate increase of 2.67% is requested for the 17th Circuit State Attorney's Office in Broward County to implement competitive area pay differentials (CAD) for support staff positions comparable to those already in effect in the career service pay plan and other Broward County agencies. The substantial difference in the cost of living across counties severely impacts our ability to recruit and retain high-quality staff and makes it difficult for this agency to compete with other local government agencies and the private sector. Recognizing that competitive area differentials have been approved for other state agencies, we request an adjustment to our rate to reflect the cost of living variances between Broward County and other areas of the state which enjoy a less expensive cost-of-living. Review of the data collected in the Florida Price Level Index reveals that the cost-of-living in Broward County is the highest in the State of Florida at 102.67. Employees face higher housing costs, gas costs, and good costs for which they should be compensated in the form of higher wages. On that basis, an increase in rate is requested as follows:

**SCHEDULE VIIIA
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Eighteenth Judicial Circuit

Priority #1

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$95,000

The operating costs for these vehicles will exceed the vehicle's value as maintenance and repair increases with older vehicles. The safety and dependability of these vehicles will also become an issue. All vehicles listed for replacement were purchased with state funds and meet the state guidelines for replacement. Total request dollars was determined based on the price of prior year vehicle purchases and allowing for anticipated inflation.

Motor vehicles are used by Investigators and Assistant State Attorneys for agencies activities; Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution, and Civil Action Services.

Priority #2

IC 3009620 CAREER CRIMINAL PROSECUTION

Salary Rate = 98,784

FTE = 3.0

GR Salaries and Benefits = \$160,716

GR Operations = \$12,716

The State Attorney's Office is requesting funding for two Assistant State Attorneys and one support staff position to support the Career Criminal Unit's staffing of initial appearances at the Brevard and Seminole County detention facilities. These staff positions will be used to conduct screenings for inmates with a criminal history that includes crimes of a sexual or violent nature, gun crimes, civil commitments, and to identify potential victims of human trafficking or forced prostitution. The additions of these positions are essential to our mission of public safety and will ensure that violent or career offenders remain incarcerated.

Priority #3

IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS

Salary Rate = 98,784

FTE = 3.0

GR Salaries and Benefits = \$160,716

GR Operations = \$12,716

The State Supreme Court certified the need for an additional judge in the Eighteenth Circuit this past fiscal year [see SC14-2350].

If additional judges are certified by the State Supreme Court in the Eighteenth Circuit, this request reflects the minimum state attorney resources necessary to staff one newly created criminal division. The State Attorney's Office is requesting the minimum required staff to

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Eighteenth Judicial Circuit (Continued)

accommodate an additional County Court Judge, two (2) Assistant State Attorneys and one (1) supporting secretary.

Priority #4

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 62,307

FTE = 2.0

GR Salaries and Benefits = \$100,792

GR 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.

State Attorney, Nineteenth Judicial Circuit

Priority #1

IC 3005310 GANG AND GUN PROSECUTION UNIT

Salary Rate = 163,589

FTE = 4.0

GR Salaries and Benefits = \$253,794

GR Salary Incentive Payments = \$1,560

GR Operations = \$16,661

The establishment of this Gang and Gun Prosecution Unit will enable this agency to support existing antigang prevention programs that are currently in place in our communities.

State Attorney, Nineteenth Judicial Circuit (Continued)

Priority #2

IC 3009620 CAREER CRIMINAL PROSECUTION

Salary Rate = 145,016

FTE = 3.0

GR Salaries and Benefits = \$218,363

GR Operations = \$12,716

Section 775.0843(2), Florida Statutes mandates each of the State Attorney's Offices to establish a career criminal prosecution unit and adopt and implement policies based upon guidelines as described in Section 775.0843(2) (a), Florida Statutes

**SCHEDULE VIIIA
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Nineteenth Judicial Circuit (Continued)

Priority #3

IC 2402400 ADDITIONAL EQUIPMENT - MOTOR VEHICLES

GR Acquisition of Motor Vehicles = \$26,000

RE: IC3005310/Gang and Gun Prosecution Unit

We are requesting authority to purchase a new vehicle for use by employees assigned to this Unit.

Priority #4

IC 3009510 INCREASE VICTIMS OF CRIME ACT AUTHORITY

Salary Rate = 54,139

FTE = 2.0

Grants & Donations TF Salaries and Benefits = \$84,587

Grants & Donations TF Operations = \$7,890

This agency has been awarded increased funding for the 2015-2016 funding cycle. Additional Authority for two (2) positions with Salary Rate will enable this agency to maximize use of the VOCA receipts in accordance with our award.

Priority #5

IC 4200300 FULL RESTORATION OF BUDGET REDUCTIONS

Salary Rate = 583,016

FTE = 12.40

GR Salaries and Benefits = \$793,654

GR Salary Incentive Payments = \$110

GR Operations = \$177,035

GR OPS = \$244

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 #6

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

GR Acquisition of Motor Vehicles = \$25,000

This agency is requesting funding to replace one (1) unreliable vehicle that is no longer cost effective to maintain due to excessive maintenance costs and high mileage - In accordance with Standard #4.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Nineteenth Judicial Circuit (Continued)

Priority #7

IC 3001540 ADDITION OF SPECIALITY COURTS DIVISION

Salary Rate = 150,993

FTE = 5.0

GR Salaries and Benefits = \$243,085

GR 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 #8

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 62,307

FTE = 2.0

GR Salaries and Benefits = \$100,792

GR 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.

Priority #9

IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY

Salary Rate = 319,868

GR Salaries and Benefits = \$367,560

This issue requests additional funding for an increase of 5% in the salaries of State Attorney Investigators (based on the June 30, 2015 rate of pay) along with the appropriate fringe benefits of FICA and Retirement.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Nineteenth Judicial Circuit (Continued)

Priority #10

**IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC
FILING**

Salary Rate = 107,436

FTE = 3.0

GR Salaries and Benefits = \$157,019

GR 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 #11

IC 36207C0 AUTOMATED LEGAL RESEARCH

GR Operations = \$45,089

This agency is requesting additional funding for the Florida Bar Training Requirements that all new Assistant State Attorneys must attend for admission to the Bar. The cost is approximately \$376 per attendee and we typically have 13 new Assistant State Attorneys attend each year.

Priority #12

**IC 3800270 FLORIDA BAR TRAINING REQUIREMENTS FOR NEW
ASSISTANT STATE ATTORNEYS**

GR Operations = \$4,888

This agency is requesting additional funding for the Florida Bar Training Requirements that all new Assistant State Attorneys must attend for admission to the Bar. The cost is approximately \$376 per attendee and we typically have 13 new Assistant State Attorneys attend each year.

Priority #13

IC 3000640 ENHANCED OTHER PERSONAL SERVICES

GR OPS = \$146,433

Based on workload increases, this agency requires the services of temporary, part-time employees to assist in handling our ever increasing flow of paperwork, mail, phone calls, and visitors. The services provided by these positions are in lieu of hiring additional full time, salaried employees.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Nineteenth Judicial Circuit (Continued)

Priority #14

IC 2401800 REPLACEMENT EQUIPMENT - LAW LIBRARY

GR Operations = \$1,336

Books and periodicals are replaced when worn out or obsolete and of no value to the State.

Priority #15

IC 2401000 REPLACEMENT EQUIPMENT

GR Operations = \$38,255

Furniture and equipment is replaced when worn out; obsolete; or due to excessive maintenance costs and is no longer cost effective for the State to maintain.

Priority #16

IC 4300250 MAXIMIZE USE OF TRUST FUND REVENUES FOR OPERATING EXPENDITURES

FISTF Operations = \$493

This agency would like to request budget authority in State Attorney Operations in order to spend the \$493 balance in our Forfeiture and Investigative Trust Fund Account (FIST). We have carried this balance for more than five years.

Priority #17

IC 2000100 & 2000200 REALIGNMENT OF ADMINISTRATIVE EXPENDITURES – ADD / DEDUCT

GR Salaries and Benefits = \$250,000

GR Operations = -\$250,000

Realignment requested to alleviate the need for a budget transfer each fiscal year: <\$250,000> from GR SA Operations

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

State Attorney, Twentieth Judicial Circuit

Priority #1

Florida Prosecuting Attorneys Association's budget priorities

Priority #2

IC 3001260 PROSECUTE INSURANCE FRAUD

Salary Rate = 85,614

FTE = 2.0

GDTF Salaries and Benefits = \$134,373

GDTF Operations = \$8,071

There is significant insurance fraud in our five county circuits and therefore there is a need for a specialized unit to prosecute these types of cases.

Priority #3

IC 4206A50 STATE ATTORNEY INVESTIGATOR PAY PARITY

Salary Rate = 45,700

GR Salaries and Benefits = \$52,514

State Attorney Investigators who are required to be certified Law Enforcement Officers have not been included in the special pay increases for two General Appropriation Acts and we are requesting additional funding to recognize the investigators contribution to law enforcement.

Priority #4

IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD

Salary Rate = 89,967

FTE = 3.0

GR Salaries and Benefits = \$145,315

GR Operations = \$11,497

Due to the dramatic increase in public records request, the funding of this issue is imperative in order to respond quickly and effectively to public records request.

Priority #5

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

SARTF Acquisition of Motor Vehicles = \$70,000

Being the largest geographic circuit in the state of Florida, transportation is key to completing our prosecution function. By June 30, 2017 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.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

**TRIALS LBR BUDGET ISSUE PRIORITIES FOR FY 2016-17
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

TRIAL LEGISLATIVE BUDGET ISSUES FOR FY 16-17

1. Rapid Intervention-Circuit Specific
 - a. Assisting clients with drug issues
 - b. Assisting veterans
 - c. Assisting clients with mental health issues
 - d. Assisting clients that are homeless
 - e. Early Representation
2. Graham/Miller Cases/Mitigation-Circuit Specific
3. Juvenile Direct File-Circuit Specific
4. Re-Entry Programs-Circuit Specific
5. Death Penalty Mitigation Specialists-Circuit Specific
6. Other Circuit Specific Issues
7. Trust Fund Issues
8. ***Brady Training/Innocence Commission-\$32,500-Recurring-JAC***
9. Shared Court Reporting-JAC

APPEALS LEGISLATIVE BUDGET ISSUES FOR FY 16-17

1. Workload Issue-Appeals-Recurring
2. E-Filing-Records on Appeal-Due Process-Recurring
3. Graham/Miller Appeals

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Individual Public Defender Circuit Responses:

Public Defender, First Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Second Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Third Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Fourth Judicial Circuit

CIRCUIT PRIORITY # 1

Issue Code: 3000160 Issue: Rapid Intervention (Juvenile Direct File)
Amount/Fund: \$108,211 (+ benefits) /General Revenue

NARRATIVE:

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, 649 children have been direct filed in the 4th Circuit. Per the Human Rights Watch report (*Branded for Life, Florida's Prosecution of Children as Adults under its "Direct File" Statute*) 98% of the children that get transferred to adult court receive adult sanctions in the Fourth Circuit and the 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. Per Department of Juvenile Justice data from the latest reporting period, the total commitment rate for the 4th Circuit is twice 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

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Fourth Judicial Circuit (Continued)

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 to 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.

CIRCUIT PRIORITY # 2

Issue Code: 3000160 Issue: Rapid Intervention (Veterans Court)
Amount/Fund: \$112,032/GR

NARRATIVE:

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 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 caused or exacerbated by their services. 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 populations are veterans. Since the Public Defender's Office partnership with US Dept of Veterans Affairs, over 350 justice-affected

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Fourth Judicial Circuit (Continued)

veterans have become vested in the VA Healthcare system. Currently Duval County has an 8% recidivism rate, based on three years of operation, 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 three 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.

CIRCUIT PRIORITY # 3

Issue Code: 3000160 Issue: Rapid Intervention (Mental Health)
Amount/Fund: \$52,403 (+ benefits)/General Revenue

NARRATIVE:

Over the past five years, the Office of the Public Defender, 4th Judicial Circuit has experienced a 50% increase in Mental Health (Baker Act) cases. During the current Fiscal year, the office anticipates the number of Mental Health cases to continue at similar levels. 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 for one (1) additional 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 also requesting additional rate for this position.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Fourth Judicial Circuit (Continued)

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.

CIRCUIT PRIORITY # 4

Issue Code: 2401500 Issue: Replacement Equipment- Motor Vehicles
Amount/Fund: \$53,000/General Revenue

NARRATIVE:

The Public Defender's Office, Fourth Judicial Circuit requests funding to purchase two replacement vehicles due to age and mileage. These vehicles are estimated to fully meet the mileage criteria for replacement as specified by the Department of Management Services within FY 2015-16. Since the Fourth Judicial Circuit serves a three-county area, reliable vehicles are needed for investigation of cases as well as pool cars for attorneys to visit outlying detention facilities. The Public Defender's Office is requesting one (1) mid-size vehicle @ \$24,000 and one (1) mid-size SUV @ \$29,000 for a total of \$53,000. The SUV is required to meet the needs of the office to carry both passengers and equipment to investigations, trainings, etc. This vehicle will be the only office vehicle that can meet the specific need for investigations in the rural counties of Clay and Nassau and will also be the most efficient manner to transport multiple attorneys and staff to the same training rather than sending multiple vehicles.

Vehicles to be replaced are as follows:

<u>Year</u>	<u>Make/Model</u>	<u>Identification Number</u>
2008	Chevrolet Impala	2G1WT58K181209342
2011	Chevrolet Impala	2G1WF5EKB1174548

CIRCUIT PRIORITY # 5

Issue Code: 3009020 Issue: U.S. Supreme Court Graham and Miller Mandate
Amount/Fund: \$ 109,106 (+ benefits) /General Revenue

NARRATIVE:

In March, 2015, the Supreme Court of Florida decided several important cases allowing for resentencing of juveniles sentenced to life or sentenced to a term of years that is equivalent to life. *Henry v. State*, 160 So.3d 393 (Fla. 2015), *Falcon v. State*, 162 So. 3d 954 (Fla. 2015) and *Gridine v. State*, 2015 WL 123954 (March 19, 2015). Essentially the Court ruled that juveniles sentenced to life without parole or the equivalent of life without parole are entitled to individualized resentencing hearings. Further the court held that §§ 921.1401, 921.1402, and 775.082, Florida Statutes (2014) apply retroactively and should govern the resentencing hearings and review hearings that could occur at 15 year and 25 year intervals, depending on the nature of the conviction. A review of local case management data and statewide Department of Corrections records has identified more than 1,700 people who were juveniles

**SCHEDULE VIII
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Public Defender, Fourth Judicial Circuit (Continued)

when sentenced and who may qualify for re-sentencing under the new statute either now or in the foreseeable future, some of whom have been in prison for more than 20 years. Many of these individuals are immediately entitled to resentencing and/or review. It is also anticipated another important decision will be decided shortly that may allow for resentencing for juveniles sentenced to life under the parole system. *See Atwell v. State*, 128 So.3d 167 (Fla. 4th DCA 2013)(review granted 160 So.3d 892), which will mean additional clients will be entitled to resentencing. The Public Defender's Office, Fourth Judicial Circuit has identified 56 individuals entitled to immediate action and potentially another 38 individuals in need of assistance.

This issue has significant statewide impact for Public Defenders due to the novelty and complexity of the legal and procedural issues. Florida law requires the Court to look at the following factors in determining the appropriate sentence: (1) the nature and circumstances of the offense; (2) the effect of the crime on the victim's family and community; (3) the defendant's age, maturity, intellectual capacity, and emotional health; (4) the defendant's background; (5) the effect of immaturity, impetuosity, or failure to appreciate risks and consequences on defendant's participation in the offense; (6) the extent of defendant's participation in the offense; (7) the effect of familial pressure or peer pressure on the defendant's actions; (8) the nature and extent of defendant's prior criminal history; (9) the effect of characteristics attributable to defendant's youth; and (10) the possibility of rehabilitating the defendant. §921.1401(2). It is, essentially, a *de novo* review of the original sentence. This is true even in those cases where the then-juvenile entered a voluntary plea to the charges. In order to represent these clients adequately, an entire life history must be gathered, evaluations must be conducted, interviews of family and friends undertaken, records gathered, and interviews with teachers, neighbors, program caseworkers, correctional staff, and other people who may assist in understanding and presenting the client's life story and present information the court must consider in the resentencing. To do so requires the specialized knowledge of an experienced attorney and mitigation specialist.

This funding must be recurring; a one-year appropriation will not be sufficient. There are many individuals who qualify, or are expected to soon qualify, for resentencing. The cases are complex and must not be litigated in haste. Additionally, once the initial round of resentencing hearings is "complete," there are a number of clients who will be entitled to sentence reviews under §921.1402. Interviews will be undertaken, psychological and sociological evaluations conducted, and history of incarceration and potential and extent of rehabilitation reviewed. Release plans will also have to be designed and proposed to include housing, employment, and other re-entry services.

The agency has identified the need for one (1) experienced attorney and one (1) experienced mitigation specialist capable of handling homicide cases to be dedicated to this specialized work and start-up equipment for this staff. In addition to the necessary General Revenue funding, there is a need for increased Due Process funding to ensure Public Defenders can re-develop an attorney/client relationship, make extensive client visits, obtain mental evaluations and testimony by expert witnesses, conduct criminal defense and mitigation investigations, obtain records (corrections, mental health, school, medical), and obtain transcripts of prior hearings. We have estimated a need of \$ 65,000 for each case.

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The salaries requested for the Assistant Public Defender (\$45,000) and the Mitigation Specialist (\$40,000) are required to hire an attorney and mitigator with the necessary experience level. Public Defender Operating Expenditures Budget of \$8,590 and \$ 5,516 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 these positions.

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.

Public Defender, Fifth Judicial Circuit

Agency Fiscal Year 2016-2017 5th Circuit Public Defender's office (PD5) budget issue priorities are per the Florida Public Defender Association, Inc on issues #1-4, followed by PD5 circuit specific issues listed below

Priority #1

IC 3001970 CAPITAL QUALIFIED ATTORNEYS

Salary Rate = 348,544

GR Salaries and Benefits = \$507,672

GR Operations = \$25,251

The Fifth Circuit Public Defender currently has eleven (11) capital murder cases pending circuit-wide. Of those eleven (11) the State has filed to seek the death penalty on five (5) and has not yet waived death on the remaining six (6). In 2016 the agency will have one (1) Capital Qualified attorney retire/terminate employment in April with three (3) other Capital Qualified Attorneys, that also handle felony docket assignments, eligible for retirement. Should any or all three (3) terminate in 2016 the agency would be under staffed in Capital Qualified Attorneys to work these cases across a circuit encompassing five (5) counties, with the elected Public Defender assisting as time constraints allow. The American Bar Association Guidelines for Appointment and Performance of Defense Counsel in Death Penalty cases state that every criminal defense team facing a capital punishment sentence should have a minimum of two (2) attorneys, an investigator, and a mitigation specialist. These cases require significant investigation into years of past mental health, school, and prison records, along with concerns of trauma, poverty and any traumatic brain injuries. In addition a majority of these cases require psychological evaluations, possible MRIs and in some instances PET scans. Due to the severity of punishment on these cases the requested defense support team would be on staff to aid the attorney in identifying and compiling comprehensive mitigating facts to minimize the likelihood of an Appellate ruling of ineffective assistance of counsel. Having an in-house Capital Defense Team would provide a significant cost savings by not needing to hire private mitigating experts.

The Public Defender requests six (6) FTE positions, associated salary and benefits package - including rate, and the funding authority using Trust Fund dollars for three (3) Capital Qualified Attorneys, one (1) Mitigation Specialist III, one (1) Investigator III and one (1) Paralegal III to handle capital litigation circuit wide. The salary rate requested for the Assistant Public Defenders (3 @ \$85,000 each) will be required to hire attorneys experienced in capital case representation, with the legal support staff

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Public Defender, Fifth Judicial Circuit (Continued)

members each at the default minimum for the pay grade. Public Defender Operating Expenditure budget of \$25,251 (\$16,182 non-recurring) is requested to establish the positions per Standard # 3, Modified for Public Defenders. The agency's increased ICDF revenues seem to be sustainable enough to support recurring salary and operating costs of this issue #3001970.

- (3) Attorneys at \$85,000 each + Operating expense at \$13,935 (non-recurring \$8,274)
- (1) Mitigation Specialist III at Default + Operating expense at \$3,945 (non-recurring \$2,758)
- (1) Investigator III at Default + Operating expense at \$3,945 non-recurring \$2,758)
- (1) Paralegal at Default + Operating expense at \$3,426 (non-recurring \$2,392)

This issue impacts all agency activities.

Priority #2

IC 3800130 EMPLOYEE CONTINUING EDUCATION

ICDF Operations = \$103,175

The Fifth Circuit Public Defender requests operation spending authority to fund costs of training and associated travel for critical Continuing Legal Education (CLE) credit for the Assistant Public Defenders, and for support staff training in specified areas. The majority of training opportunities are obtained through the Florida Public Defender Association (FPDA) at significantly discounted registration fees (\$275 per employee per session) and room rates (on average \$119 per employee per night). The Fifth Circuit encompasses five (5) counties employing one hundred ten (110) full time employees, when possible we encourage the attendees of specific training programs to return to their individual counties to train other staff members. The agency's increased ICDF revenues are sustainable enough to support this issue.

FPDA training programs with estimated costs:

- (28) Summer Conference (skill enhancement) for Attorneys, Investigators and Support staff = \$34,000
- (12) Life Over Death Conference (required capital case qualification) for Attorneys and Investigators = \$14,500
- (3) Fall Defender College (basic trial skill training) Attorneys limited space = \$2,900
- (17) Winter Conference (skill enhancement) for Attorneys = \$17,000
- (3) Spring Defender College (basic trial skill training) Attorneys limited space = \$2,600

Non-FPDA training programs:

- (4) BOMs Training Conference = \$1,075
- (4) STAC Training Conference = \$ 1,100

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Public Defender, Fifth Judicial Circuit (Continued)

Other miscellaneous training as necessary (examples are not inclusive) = \$30,000
FACDL Death is Different capital case training (potentially 6 attendees)
National Criminal Defense College trial skill training (potentially 3 attendees)
Advanced Cross Examination trial skill training (potentially 2 attendees)
Blood Breath and Tears, DUI trial defense training (potentially 10 attendees)
Theories and Themes skill enhancement training (potentially 2 attendees)
NACDL Annual meeting (potentially 2 attendees)
Prosecutor and Public Defender Trial training (potentially 4 attendees)

This issue impacts all agency activities.

Priority #3

IC 3800280 FLORIDA BAR TRAINING REQUIREMENTS FOR NEW ASSISTANT PUBLIC DEFENDERS

ICDTF Operations = \$2,600

Due in part to the economic recovery, the turnover rate for the Fifth Circuit Public Defender, has steadily increased over the past three (3) fiscal years: FY12-13 = 12.21%, FY13-14 = 16.19% and in FY14-15 it was 20.8%. This turnover creates an influx of new attorneys, most of which are hired as recently admitted Florida Bar members. The Florida Bar mandates that all new attorneys complete the Practicing with Professionalism course, no later than, within the first twelve (12) months of bar membership. Based on the current turnover rate, this office has a need to train a minimum of thirteen (13) new attorneys, at a cost of \$200.00 per new attorney, this figure includes the course registration fee of \$150 + a minimum \$50 in travel expense to attend the mandated training program. The agency's increased Indigent Criminal Defense Trust Fund revenues are sustainable enough to support this issue.

This issue impacts all agency activities.

Public Defender, Sixth Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Seventh Judicial Circuit

Priority #1

IC 3000160 Rapid Intervention

Salary Rate = 284,110

FTE = 7.50

GR Salaries and Benefits = \$442,441

GR Operations = \$33,322

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Public Defender, Seventh Judicial Circuit (Continued)

#1 Provide Representation and Assistance to Veterans/Veterans Court

Veterans Court has been established for two County Court Dockets in Volusia County. Individuals who are charged with a misdemeanor, who served in the U.S. Armed Forces, and who were honorably discharged or generally discharged may be eligible. Veterans that qualify for inclusion in the Veterans Court are transferred from the four other County Court dockets. This has not resulted in a reduction of cases on the remaining regular dockets to allow for the transfer of existing personnel from our staff to be assigned to the Veterans Court dockets. The Veterans Court provides a critical service to the individuals that qualify for inclusion in the program. Many of these Veterans may be homeless, suffer from Post Traumatic Stress Disorders (PTSD), traumatic brain injury (TBI), substance abuse and other mental health disorders. It is the goal of Court Administration, Seventh Judicial Circuit to expand the program eligibility by allowing those charged with non-violent third degree felony charges to participate. Expanded use of the program is vital to serving our Veteran population and to protecting public safety. The existing Veterans Court, along with the proposed expansion, has and will continue to create additional demands on this Agency for coordination of services.

Staffing requirements will include:

1 Assistant Public Defender	@\$40,000 plus benefits
1 Disposition Specialist	@\$35,000 plus benefits
.50 Legal Assistant	@\$12,000 plus benefits

Operations Expenditures are requested to establish these positions per Modified Standard #3

1 APD at	\$4,645/recurring	\$2,758/non-recurring
1 Disposition Specialist at	\$3,945/recurring	\$2,758/non-recurring
1 Legal Assistant at	\$3,426/recurring	\$2,392/non-recurring
	\$12,016/recurring	\$7,908/non-recurring

#2 Provide Early Representation Services to Clients - Felony Cases

Public Defender, Seventh Judicial Circuit, is requesting three assistant public defender positions, one investigator position and one support staff position 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 early stages of the trial process for early resolution/disposition. Early resolution/disposition has been demonstrated to significantly reduce the expenditures of due process costs at the trial level, curb jail population overcrowding and reduce the caseloads of associated personnel.

This division would require three experienced felony attorneys, one investigator and one support staff for Volusia County, which is the largest of our four counties that comprise the Seventh Judicial Circuit. The salary rate requested for the Assistant Public Defenders is \$50,000 (3 x \$50,000 = \$150,000) each plus benefits. Salaries for the investigator and the legal assistant positions are requested

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Public Defender, Seventh Judicial Circuit (Continued)

at the default minimum for the pay grade plus benefits.

Operations expenditures budget of \$21,306 recurring and \$13,424 non-recurring is requested to establish the positions as per Modified - Standard #3.

3 Attorneys at \$4,645 each = \$13,935/recurring \$2,758 each = \$8,274/non-recurring
1 Investigator at \$3,945/recurring \$2,758/non-recurring
1 Legal Assistant at \$3,426/recurring \$2,392/non-recurring
\$21,306/recurring \$13,424/non-recurring

Priority #2

**IC 3009020 UNITED STATES SUPREME COURT GRAHAM AND MILLER MANDATE -
JUVENILE MITIGATION AND SENTENCING ADVOCACY**

Salary Rate = 115,000

FTE = 2.0

GR Salaries and Benefits = \$165,025

GR Operations = \$8,590

In March, 2015, the Supreme Court of Florida decided several important cases allowing for resentencing of juveniles sentenced to life or sentenced to a term of years that is equivalent to life. Henry v. State, 160 So.3d 393 (Fla. 2015), Falcon v. State, 162 So. 3d 954 (Fla. 2015) and Gridine v. State, 2015 WL 123954 (March 19, 2015). Essentially the Court ruled that juveniles sentenced to life without parole or the equivalent of life without parole are entitled to individualized resentencing hearings. Further the court held that 921.1401, 921.1402, and 775.082, Florida Statutes (2014) apply retroactively and should govern the resentencing hearings and review hearings that could occur at 15 year and 25 year intervals, depending on the nature of the conviction. A review of local case management data and statewide Department of Corrections records has identified more than 1,700 people who were juveniles when sentenced and who may qualify for re-sentencing under the new statute either now or in the foreseeable future, some of whom have been in prison for more than 20 years. Many of these individuals are immediately entitled to resentencing and/or review. It is also anticipated another important decision will be decided shortly that may allow for resentencing for juveniles sentenced to life under the parole system. See Atwell v. State, 128 So.3d 167 (Fla. 4th DCA 2013)(review granted 160 So.3d 892), which will mean additional clients will be entitled to resentencing. The 7th Judicial Circuit has identified twenty-nine (29) individuals entitled to immediate action.

This issue has significant statewide impact for Public Defenders due to the novelty and complexity of the legal and procedural issues. Florida law requires the Court to look at the following factors in determining the appropriate sentence: (1) the nature and circumstances of the offense; (2) the effect of the crime on the victim's family and community; (3) the defendant's age, maturity, intellectual capacity, and emotional health; (4) the defendant's background; (5) the effect of immaturity, impetuosity, or failure to appreciate risks and consequences on defendant's participation in the offense; (6) the extent of defendant's participation in the offense; (7) the effect of familial pressure or peer pressure on the

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Public Defender, Seventh Judicial Circuit (Continued)

defendant's actions; (8) the nature and extent of defendant's prior criminal history; (9) the effect of characteristics attributable to defendant's youth; and (10) the possibility of rehabilitating the defendant. 921.1401(2). It is, essentially, a de novo review of the original sentence. This is true even in those cases where the then-juvenile entered a voluntary plea to the charges. In order to represent these clients adequately, an entire life history must be gathered, evaluations must be conducted, interviews of family and friends undertaken, records gathered, and interviews with teachers, neighbors, program caseworkers, correctional staff, and other people who may assist in understanding and presenting the client's life story and present information the court must consider in the resentencing.

We have identified a need for one (1) experienced attorney and one (1) experienced mitigation specialist who are capable of handling homicide cases to be dedicated to this specialized work. In addition to the necessary General Revenue funding, there is a need for increased Due Process funding to ensure Public Defenders can re-develop an attorney/client relationship, make extensive client visits, obtain mental evaluations and testimony by expert witnesses, conduct criminal defense and mitigation investigations, obtain records (corrections, mental health, school, medical), and obtain transcripts of prior hearings. We have estimated a need of \$8,750 for each case.

This funding must be recurring; a one-year appropriation will not be sufficient. There are many individuals who qualify, or are expected to soon qualify, for resentencing. The cases are complex and must not be litigated in haste. Additionally, once the initial round of resentencing hearings is complete, there are a number of clients who will be entitled to sentence reviews under 921.1402. Interviews will be undertaken, psychological and sociological evaluations conducted, and history of incarceration and potential and extent of rehabilitation reviewed. Release plans will also have to be designed and proposed to include housing, employment, and other re-entry services.

Operations expenditures budget of \$8,590 recurring and \$5,516 non-recurring is requested to establish the positions as per Modified - Standard #3.

1 Attorney at \$4,645/recurring and \$2,758/non-recurring

1 Mitigation Specialist at \$3,945/recurring and \$2,758/non-recurring

Total: \$8,590/recurring and \$5,516/non-recurring

Due Process Expenditures - 29 cases at \$8,750 each = \$253,750 - (Please note that Due Process amounts are requested in the JAC budget entity 21300800)

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Public Defender, Seventh Judicial Circuit (Continued)

Priority #3

IC 3001365 OPERATIONAL SUPPORT FOR THE PUBLIC DEFENDERS

Salary Rate = 80,000

FTE = 2.0

GR Salaries and Benefits = \$114,304

GR Operations = \$7,890

Numerous law enforcement agencies within the Seventh Circuit have outfitted their officers with body cameras.

Currently, these include Flagler County Sheriff's Office, Daytona Beach Police Department and surrounding city police departments in Volusia County. The Volusia County Sheriff's Office launched a field test of body cameras for select deputies and at the conclusion of the field test, a decision will be made to move forward with the initial purchase and deployment of 180 cameras. The use of these cameras has resulted in thousands of hours of video that our employees will need to receive, retrieve, process, download, store and view every year. This is in addition to dash cam videos in police vehicles, personal and business video surveillance; and Facebook posts, Twitter posts, text messages, recordings, photographs and videos taken by smartphones, tablets and iPads. All of these forms of evidence are recorded in multiple computer based file formats and require specially trained investigators/technicians to access and process the evidence into our files for our daily use and for presentation in court.

We are requesting two specially trained investigators, who have knowledge of the hardware and software involved in accessing technology-based evidence and converting this evidence into formats that can be utilized by our employees and in courtroom presentations within the Seventh Circuit. Operations expenditures budget of \$7,890 of which \$5,516 is non-recurring is requested to establish the positions as per Modified - Standard #3.

This issue impacts all agency activities.

Priority #4

IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC FILING

ICDTF OPS = \$80,609

Administrative Orders SC10-2101 and SC11-300, and subsequent revisions to the Rules of Judicial Administration, mandate electronic filing (e-filing, hereinafter) and e-service by attorneys in all divisions of the criminal court. Transitioning our daily operations to process documents received through e-service has been an arduous task. Adapting to e-service and e-filing required a new operational process whereby the support staff monitors all incoming email, converts the email and attachments to a PDF and uploads the PDF into our case management system. This process is very tedious and takes a tremendous amount of time. Our current staff is spending inordinate amounts of time on reading, deciphering, processing and routing emails and the corresponding attached documents,

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Public Defender, Seventh Judicial Circuit (Continued)

The Seventh Circuit consists of four (4) counties and eight (8) offices. Therefore we are requesting funding for 6 Other Personal Services (OPS) employees: One in every county - Flagler, St. Johns, Putnam and Volusia plus two additional for branch offices in Volusia County, our biggest county. This additional funding will better allow us to continue to comply with the recent e-filing and e-service mandates ordered by the Supreme Court. This request includes the following:

# of OPS Employees Needed	Amount Per Hour	Hours per Week	# of Weeks	OPS Request
6	\$12.00	20	52	\$74,88

Plus FICA Matching at 7.65% of total salary (\$74,880 x 7.65%) = \$5,729

Total \$80,609

This issue impacts all agency activities.

Priority #5

IC 3001290 RECIDIVISM PREVENTION UNIT

Salary Rate = 40,000

FTE = 1.0

GR Salaries and Benefits = \$57,152

GR Operations = \$3,945

The Public Defender, Seventh Judicial Circuit, requests funding in order to implement a Juvenile Recidivism Prevention Unit in Volusia County. This pilot program would act as a cost savings measure, to foster trust in and alter youth's perception of the justice system, reducing recidivism by providing case management and coordination of services within the community. The children in the division frequently have complex social, educational, family and mental health needs, and would benefit greatly by not only the legal representation inside the courtroom, but the benefit of having an advocate to arrange participation in local mentoring programs and social service programs geared to improve outcomes for the children and their families. Legislative funding for this proposed program would benefit not only the children facing these complex challenges, but also the community as a whole, by better preparing the youths of today to become self-sufficient individuals in adulthood.

The goal is to reduce juvenile recidivism, which in turn will be a cost savings to the Public Defender, State Attorney and the Court System, who repeatedly process the same individuals over and over due to the lack of involvement in programs that can assist and guide them in the right direction.

The Juvenile Recidivism Prevention Unit would require one (1) experienced Disposition Specialist II for Volusia County, which is the largest of our four counties that comprise the Seventh Judicial

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Public Defender, Seventh Judicial Circuit (Continued)

Circuit. The salary rate requested is \$40,000 plus benefits. This individual will act as a liaison between our office and other agencies in social services, mentoring and diversion programs within our community.

Operations expenditures budget of \$3,945 recurring and \$2,758 non-recurring is requested to establish the position as per Modified - Standard #3.

This issue impacts all agency activities.

Public Defender, Seventh Judicial Circuit – Appellate

Priority #1

IC 3001310 PUBLIC DEFENDER APPELLATE WORKLOAD

Salary Rate = 447,225

FTE = 11.0

GR Salaries and Benefits = \$705,758

GR OPS = \$27,538

GR Operations = \$100,016

The appellate workload issue is the Priority # 1 appellate issue per the FPDA.

Public Defender, Eighth Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Ninth Judicial Circuit

Priority #1

IC 4204A00 ASSISTANT PUBLIC DEFENDER SALARY PARITY

Salary Rate = 669,415

GR Salaries and Benefits = \$864,081

The Ninth Circuit has an average salary for assistant public defenders of \$53,500. This is \$6,172 below the statewide average for assistant public defenders. The average salary for assistant public defenders statewide is \$59,672. Nine Public Defenders provide salaries that average over \$60,000. The Ninth Circuit Public Defender is the second largest circuit by cases and yet the sixth in funding. This issue requests funding necessary to bring parity to the salaries of ninth circuit assistant public defenders

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Public Defender, Ninth Judicial Circuit (Continued)

Priority #2

IC 4200100 ENHANCED JUVENILE DEFENSE

Salary Rate = 57,000

GR Salaries and Benefits = \$86,052

GR Operations = \$6,618

The Ninth Circuit arrests five to ten year old children at a rate four times higher than the statewide average. Over the last five years 734 children have been arrested in Orange and Osceola Counties that are five to ten years old. These children have no attorney to speak for them while they are detained at the Juvenile Assessment Center. Funding in this issue represents the minimum staffing needs and salary requirements for an experienced attorney to provide initial advocacy to these children.

Priority #3

IC 3001970 CAPITAL QUALIFIED ATTORNEYS

Salary Rate = 300,000

FTE = 4.0

GR Salaries and Benefits = \$437,172

GR Operations = \$15,580

The Ninth Circuit has only one death penalty certified attorney on staff, other than the elected Public Defender. This circuit has 36 capital murder cases in 2014. The attorneys that have handled these cases in the past have retired or taken much higher paying positions with other agencies. If we cannot hire, train, and keep certified attorneys, these cases will go to regional council and private attorneys at much greater costs to the taxpayers.

Priority #4

IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS

Salary Rate = 355,000

FTE = 7.0

GR Salaries and Benefits = \$533,071

GR Operations = \$30,077

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 new circuit court will require a minimum of three assistant public defenders and one legal assistant. To staff the new county court will require a minimum of two assistant public defenders and one legal assistant. Funding in this issue represents the minimum staffing needs and salary requirements for supporting these new judicial positions.

Priority #5

IC 4200820 INCREASE DUE PROCESS FUNDS FOR PUBLIC DEFENDER OFFICE

GR PD Due Process Costs = \$800,000

The issue requests an additional Due Process allocation of \$800,000 to obtain funding on par with similar size circuits and to provide for the backlog of re-sentencing hearing associated with the recent Florida Supreme Court decision in Miller v Alabama.

The Due Process Appropriation in the Ninth Circuit has historically been \$500,000 less than the average

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Public Defender, Ninth Judicial Circuit (Continued)

actual expenditures. The allocation for the Ninth Circuit has never been comparable to the county allocations prior to Article V revision VII. Comparing the number of felony cases in the Ninth Circuit to any other circuit reveals an inequity in the allocation. Finally, the Courts take approximately \$500,000 of the allocation for court reporting services, nearly half the total allocation. For the last two years this circuit has reported a total number of felony cases within a few hundred cases of the number reported by the 11th Circuit. However, the Ninth Circuit's allocation is \$1,151,167, compared to the Eleventh Circuit's allocation of \$3,319,357.

This issue requests an allocation of the total Due Process appropriation that is more consistent with the caseload of the circuit.

Priority #6

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

GR Acquisition of Motor Vehicles = \$44,000

This issue requests non-recurring general revenue dollars and authority to purchase two replacement motor vehicles. This office has three vehicles that will have been in service for over 12 years by the time these replacements can arrive. As 15% of this agency's salary dollars must be derived from trust fund collections, which are not guaranteed, having non-recurring general revenue for this purchase will provide surety that the trust fund will cover the needed salary funds.

Priority #7

**IC 4205710 PARTIAL RESTORATION OF FUNDS DUE TO PREVIOUS YEARS
REDUCTIONS**

GR Salaries and Benefits = \$250,000

The Ninth Circuit has an annual shortfall of approximately \$111,000 in reaching the level of collections to match the general revenue cut. In this request we are asking for non-recurring general revenue to cover the shortfall for the next two and a half years meet the goal. This non-recurring appropriation would possibly cover the shortfall long enough for the economy to recover and the fund.

Public Defender, Tenth Judicial Circuit

Priority #1

IC 3000160 RAPID INTERVENTION

Salary Rate = 54,772

FTE = 2.5

GR Salaries and Benefits = \$90,909

GR OPS = \$162,000

GR Operations = \$8,565

The Public Defender, 10th Judicial Circuit seeks funding to establish a Rapid Intervention Unit.

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Public Defender, Tenth Judicial Circuit (Continued)

Priority #2

**IC 3402480 & 3402490 TRANSFER INDIGENT CRIMINAL DEFENSE TRUST FUND
AUTHORITY TO GENERAL REVENUE – ADD / DEDUCT**

GR OPS = \$22,145

GR Salaries and Benefits = \$273,120

GR Operations = \$73,816

ICDTF OPS = -\$22,145

ICDTF Salaries and Benefits = -\$273,120

ICDTF Operations = -\$73,816

ICDTF revenue shortfall

Priority #3

IC 5000400 CROSSOVER PROGRAM FUNDING

Salary Rate = 111,594

FTE = 3.0

GR Salaries and Benefits = \$177,116

GR Operations = \$12,716

The Public Defender, 10th Judicial Circuit seeks funding to establish a Juvenile Delinquency/Dependency Cross Over Program.

Priority #4

IC 2401000 REPLACEMENT EQUIPMENT

GR Operations = \$15,831

Replacement of worn furniture with new U-Shaped Desk Units.

Priority #5

**IC 3800400 BRADY TRAINING RECOMMENDED BY THE INNOCENCE COMMISSION
(JAC's Budget Entity)**

GR Operations = \$32,000

Priority #6

**IC 5303200 & 5303210 SHARED COURT REPORTER FUNDING – ADD / DEDUCT
(JAC's Budget Entity)**

GR TRANS PD DUE PROCESS FUNDS FOR SHARED COURT REPORTERS = \$2,764,890

GR PD DUE PROCESS FUNDS = -\$2,764,890

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Tenth Judicial Circuit – Appellate

Priority #1

IC 3001310 PUBLIC DEFENDER APPELLATE WORKLOAD

Salary Rate = 626,356

FTE = 16.0

GR Salaries and Benefits = \$989,662

GR OPS = \$38,489

GR Operations = \$139,789

The appellate workload issue is the Priority # 1 appellate issue per the FPDA.

Priority #2

IC 4201640 RECORD PREPARATION

Salary Rate = 60,000

FTE = 2.0

GR Salaries and Benefits = \$91,322

GR Operations = \$6,852

The Public Defender, 10th Judicial Circuit seeks funding to establish an appellate records transcription unit.

Priority #3

IC 4201650 RESOURCES NEEDED FOR PRINTING RECORDS ON APPEAL

GR OPS = \$11,196

The Public Defender 10th Circuit Appeals would request to hire an OPS support employee at 20 hours per week for \$10 an hour. This person would be in charge of collecting and storing digital copies, printing the records and binding and collating the final paper copies for distribution to the client.

Priority #4

IC 2401000 REPLACEMENT EQUIPMENT

GR Operations = \$13,192

Replacement of worn furniture with new U-Shaped Desk Units.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Eleventh Judicial Circuit

Agency Fiscal Year 2016-2017 11th Circuit Public Defender's office (PD11) budget issue priorities are per the Florida Public Defender Association, Inc followed by PD11 circuit specific issues listed below:

Priority #1

IC 3000160 RAPID INTERVENTION

Salary Rate = 112,000

FTE = 2.0

GR Salaries and Benefits = \$169,521

GR Operations = \$9,290

Funding requested for workload associated with additional responsibilities placed on criminal defense attorneys as a result of United States Supreme Court decision in Padilla v. Kentucky, 130 S. Ct. 1473 (2010).

Priority #2

IC 3009020 UNITED STATES SUPREME COURT GRAHAM AND MILLER MANDATE - JUVENILE MITIGATION AND SENTENCING ADVOCACY

Salary Rate = 198,000

FTE = 4.0

GR Salaries and Benefits = \$291,573

GR Operations = \$17,180

Funding requested for workload associated with additional responsibilities placed on criminal defense attorneys representing juvenile clients as a result of United States Supreme Court decisions Graham v. Florida, 130 S. Ct. 2011 (2010) and Miller v. Alabama, 132 S. Ct. 2455 (2012)

Priority #3

IC 2402400 ADDITIONAL EQUIPMENT - MOTOR VEHICLES

ICDTF Acquisition of Motor Vehicles = \$50,000

Funding requested for two vehicles to be used primarily by attorneys for jail visits for client interviews at remotely located jails.

Priority #4

IC 3301510 REDUCE TRUST FUND AUTHORITY

GDTF Salaries and Benefits = -\$1,955

Request to decrease trust authority to the maximum amounts reimbursable under the contracts with Miami Dade County.

Priority #5

IC 2000100 & 2000200 REALIGNMENT OF ADMINISTRATIVE EXPENDITURES – ADD / DEDUCT

GR Operations = \$3,233

GR Acquisition of Motor Vehicles = -\$3,233

Request to transfer acquisition of motor vehicles to our operations appropriations budget category to better align our budgetary needs.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Twelfth Judicial Circuit

Priority #1

IC 3000160 RAPID INTERVENTION

Salary Rate = 275,000

GR Salaries and Benefits = \$330,173

GR Operations = \$24,032

General Revenue:

The Public Defender 12th Circuit is asking for General Revenue funding for the following listed below:

(1) Mitigation Specialist III @ \$60,000 and (1) Disposition Specialist II @ \$55,000. Existing vacant positions will be utilized so no Full-Time Equivalent (FTE) are requested, just the salary rate and benefits needed to fill the positions.

Mitigation Specialist III/Forensic

The Public Defender, 12th circuit needs someone who graduated from an accredited college or university with a master's degree or license in social work, mental health counseling, criminology, psychology, behavioral sciences or a related field and our (4) years of professional experience or an equivalent combination of training and experience. This person will have a specialization in response style in forensic ethics knowledge of the tools and techniques for assessing symptoms and capacities relevant to legal questions, knowledge of the law and where to obtain knowledge of diagnosis and treatment and knowledge of psych testing and prediction and intervention measurements. This person would be assisting in all felony cases punishable by life and death penalty cases.

Some of the duties performed are listed:

- 1) Conducting a thorough social history investigation to include personal attributes, family and home environment, religious affiliations, health factors, including medical impairments and history of abuse, mental status and history, special abilities and contributions to society, factors that may have contributed to the defendant's judgment at the time of the defense, and any other factors that may mitigate against the imposition of the death penalty.
- 2) Conducting exhaustive review of records and documents, including birth certificate, medical, military, psychological and psychiatric, school, social service, criminal and court supervision, employment, housing, marriage and divorce, adoption and all other records deemed relevant.
- 3) Identifying factors that require expert evaluations.
- 4) Assisting in locating appropriate experts.
- 5) Providing background materials and information to experts to enable them to perform competent evaluations.
- 6) Consulting with the attorney to develop case strategies for the case.
- 7) Cultivating professional relationships with individuals associated with community agencies and programs and acting as an ambassador for the office.
- 8) Coordinating the efforts of the defense team, investigators and expert witnesses.

Disposition Specialist II

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Twelfth Judicial Circuit (Continued)

This specialized position would require graduation from an accredited four (4) year college or university with a master's degree or license in mental health counseling or a related field and four (4) years of professional experience or an equivalent combination of training and experience.

The Public Defender's 12th Circuit participates in a Veterans Assisting Courts Program due to the fast growing veteran population of the 12th Circuit involved in the criminal justice system. Many incarcerated veterans exhibit post-traumatic stress (PTSD), traumatic brain injury (TBI) and numerous abuse and mental health disorders directly related to their service to our country. Many of these veterans qualify for diversion programs, but the incarceration holds up the process. We have to get a court ordered furlough to check them out of jail to the St. Pete's Veterans Facility to get evaluated. The Disposition Specialist Counselor will be able to evaluate them right there at the jail and suggest proper treatment, or counsel and suggest other treatments available for veterans. This saves money and the courts time to expedite diversion programs and not over crowd the jail and dockets with veterans. The Disposition Specialist will also be able to evaluate and provide recommendations for Mental Health, Driving Under the Influence (DUI) and Drug Court clients.

Some of the duties performed are listed:

- 1) Contact all veterans for proper intake and recording of population statistics. Refer veterans in need of diversion care to the Veterans Coordinator.
- 2) Conduct any mental health evaluations for Courts Assisting Veterans (substance, dual diagnosis, bi-polar, PTSD and any other medical issues. This would help develop a diversion plan for Mental Health Court, Drug Court, Veterans Services and help the attorney with the outcome of the case.
- 3) Contact appropriate agencies to provide medical documentation, release of information, military records and recommended treatment plans for the veterans program.

The Public Defender's Office, 12th Circuit also participated in a program called Veteran's Stand-Down. This program identifies veterans with legal issues and proactively addresses their legal criminal matters in an attempt to free up the resources of law enforcement and to divert more cases to an early resolution to save on judicial resources. This is done by connecting the veteran with providers at the stand-down and then setting up special court dates with the veteran coordinator, providers, state attorneys and public defenders to put into place whatever was worked out and discussed at the stand-down and in the subsequent weeks leading up to the court date. This program is done on the weekend and in the community where veterans could easily access everyone involved. The county advertises a place to meet each month.

Early Case Resolution

Public Defender 12th Circuit is asking for General Revenue authority for the following listed below:

(2) APD @ \$50,000, no Full-Time Equivalent (FTE), just salary and rate and (2) Legal Assistant @ \$30,000 each, no FTE, just salary and rate for the Sarasota Office and Bradenton Office for Early Case Resolution (ECR) Division.

Due to the volume of cases filed and the additional time required to prepare cases for trial, a special need exists to expedite those cases which do not require comprehensive investigation by the defense or the State. The goal of the 12th Judicial Circuit is to dispose of approximately 1,000 to 1,200 felony cases per year. This will require a joint effort between the State Attorney's Office, the Public Defender's Office and the Court. A significant percentage of cases could be resolved earlier in the judicial process through the use of early resolution dockets or ECR and diversion programs. The use of ECR dockets and diversion programs free the Assistant Public Defenders and Assistant State Attorneys to handle the more serious cases that require intensive research and additional time and effort. At this time the 12th Judicial Circuit is using ECR and diversion dockets but the numbers are increasing and additional programs are being added that require attorney coverage. The APDs

**SCHEDULE VIII
 PRIORITY LISTING OF AGENCY BUDGET ISSUES
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FISCAL YEAR 2016-2017**

Public Defender, Twelfth Judicial Circuit (Continued)

could also assist with first appearances, motions, arraignments and Jimmy Ryce searches in certain felony cases. The anticipated benefits would be more efficient use of Judicial, State and Defense manpower, allowing the legislated case processing requirements to be met.

Funds are requested in Public Defender Operating Expenditures to establish these positions as per Standard #3 = \$16,142 in recurring and \$10,300 non-recurring.

Priority #2

IC 3301510 ENHANCED OTHER PERSONAL SERVICES

GDTF OPS = \$47,961

This issue links to all agency activities.

Other Personal Services (OPS) for Back Scanning Project

OPS Staff Member for Back Scanning of Cases files, not currently rendered electronically.

Now that everything is e-filed and documents that are generated and used during the course of a case are rendered electronically, the availability on demand of an electronic document rather than a piece of paper in a file somewhere has increased efficiency. In older cases however, documents still exist in paper, in folders, that are packed into boxes and crated off to be stored in a warehouse. There are storage and transport fees associated with these boxes, and as such, they are destroyed as they can be after an acceptable period of time.

Once a box is destroyed, the record is forever gone; however, storage is easier electronically, allowing the record to be available longer. Storage space is also less expensive by the gigabyte than by the square foot. An electronic record does not have a fee associated with "ordering" the box back from the warehouse. Also, it is easier to reproduce a record, for example if a client orders a copy of their file, from electronic images rather than paper. This gives us significant motivation to get "back scan" older records on site, prior to them needing to go to the warehouse.

We'd like a part-time position, to scan documents to searchable PDFs and upload them into our Case Management System, STAC, to be available electronically from then on. An example company that does this under contract is Lit & More, Inc. We have had them come in, at an average rate of \$280 per box, and reproduce images for a client request of their record. This did not include rendering it electronically for history, or uploading it into our system. A part-time person, working an average of four (4) hours a day, five (5) days a week, at \$10 an hour, should be able to render a box electronically in a week for \$200. The work product would be of increased benefit as it would be in the system and searchable. An actual employee would find efficiencies over time, increasing the numbers of boxes put in the system per week. Manatee and Sarasota each have approximately 600 boxes onsite. Assuming 200 of the oldest will be sent offsite prior to project, and 200 are since e-filing, and efficiencies are found, with other staff contributing, there would be about 200 weeks of part time work in each location and then the project would have caught up to current files already in the Case Management System.

Scanning Project - Total Cost for this project = \$25,750

Number of Other Personal Services (OPS)	# of Hours	Cost per Hour	Total Cost
(1) Part-time Support-Sarasota Office	1040	\$11.50	\$12,874.94 (includes FICA)
(1) Part-time Support-Bradenton Office	1040	\$11.50	\$12,874.94 (includes FICA)

OPS Clerk Intake/ Reception Help

**SCHEDULE VIII
 PRIORITY LISTING OF AGENCY BUDGET ISSUES
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FISCAL YEAR 2016-2017**

Public Defender, Twelfth Judicial Circuit (Continued)

With increasing needs required for client intake and documentation, scanning of court records and forms, and coordination of earlier interaction with each client and faster electronic processing with other agencies bringing in more processing at the front window, we need additional support staff at the front window / reception area of each office.

Currently, there is one receptionist per location, and all other support staff covers the reception/window duties for breaks, vacations, lunch, and appointments. The services provided at the front window have increased over time, to include setting client's first appointments with their attorneys, acquiring additional intake information, and coordinating client appointments with attorneys and professionals for additional efforts in client rehabilitation, homeless and veteran services, and drug and DUI assistance. Other support staff has had their workload increase as well, with additional requirements for paperless and e-filing processes now in place, additional client services and coordination, and increasingly find that time pulled from regular duties to back up the front window and phone are detrimental to completing regular duties.

We would like to add two part-time secondary positions, one in Manatee and one in Sarasota, from 10am to 2pm, five (5) days a week, to assist the current position in scanning in documentation from the client, setting appointments, and handling some of the client flow, while the primary receptionist continues to process Depositions and other appointments coming in regularly during the handling of clients. This position would also cover breaks for the primary, and, optimally, remove the need for other staff coverage on phones and the window. The additional computer workstation / scanning equipment would go into County Information Technology (IT) budget.

Client Intake/Reception - Total Cost = \$22,391.20

Number of Other Personal Services (OPS)	# of Hours	Cost per Hour	Total Cost
(1) Part-time Support-Sarasota Office	1040	\$10.00	\$11,195.60 (includes FICA)
(1) Part-time Support-Bradenton Office	1040	\$10.00	\$11,195.60 (includes FICA)

Public Defender, Thirteenth Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Fourteenth Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Fifteenth Judicial Circuit

Agency Fiscal Year 2016-17 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, Sixteenth Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Seventeenth Judicial Circuit

Agency Fiscal Year 2016-17 budget issue priorities are as per the Florida Public Defender Association, Inc.

Public Defender, Eighteenth Judicial Circuit

Priority #1

IC 3004010 MITIGATION SPECIALISTS REQUIREMENT BASED ON UNITED STATES SUPREME COURT RULING

Salary Rate = 60,000

GR Salaries and Benefits = \$68,946

GR Operations = \$7,890

Funding only for two: 50 FTE Classified Positions as Mitigation Specialists in Brevard and Seminole Counties

Priority #2

IC 3000160 Rapid Intervention

Salary Rate = 138,170

GR Salaries and Benefits = \$169,848

GR Operations = \$17,180

Funding only for two FTE Assistant Public Defender positions to represent clients in early representation.

Priority #3

IC 2401500 REPLACEMENT OF MOTOR VEHICLES

ICDTF Acquisition of Motor Vehicles = \$22,000

Trust Fund Authority for replacement of motor vehicle

Priority #4

IC 2000100 & 2000200 REALIGNMENT OF ADMINISTRATIVE EXPENDITURES – ADD / DEDUCT

GR Salaries and Benefits = \$250,000

GR Operations = -\$250,000

Realignment of Administrative Expenditures from General Revenue Operations to General Revenue Salaries and Benefits

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Public Defender, Nineteenth Judicial Circuit

Priority #1

IC 3001990 CAPITAL DEFENSE MITIGATION SPECIALIST

Salary Rate = 41,600

FTE = 1.0

ICDTF Salaries and Benefits = \$58,990

ICDTF Operations = \$3,945

One Mitigation Specialist is needed to assist staff in labor intensive Capital Cases. Currently the Public Defender's Office has only one part-time investigator and does not have the manpower to represent clients as the U.S. Supreme Court dictates should be done.

Priority #2

IC 4200110 VOLUNTEER RECRUITMENT

Salary Rate = 31,342

FTE = 1.0

ICDTF Salaries and Benefits = \$47,203

ICDTF Operations = \$3,945

Volunteer Coordinator position is needed to act a liaison with school and other agencies in recruiting, screening, training and developing volunteers in conjunction with responsibilities enumerated in Florida Statute 110.503

Priority #3

IC 3002180 HUMAN RESOURCES STAFFING

Salary Rate = 55,000

FTE = 1.0

ICDTF Salaries and Benefits = \$74,389

ICDTF Operations = \$3,945

Personnel Director is needed to carry out various administrative duties and assist current staff in the performance of their duties. Additional staff will result in more effective and efficient operation and will aid in completion of planned projects.

Priority #4

**IC 3009020 UNITED STATES SUPREME COURT GRAHAM AND MILLER MANDATE -
JUVENILE MITIGATION AND SENTENCING ADVOCACY**

Salary Rate = 80,685

FTE = 2.0

GR Salaries and Benefits = \$121,910

GR Operations = \$8,590

Additional staff needed to handle increased workload created by U.S. Supreme Court Graham & Miller Mandate allowing for resentencing of juveniles sentenced to life or sentenced to a term of year that is equivalent to life.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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FISCAL YEAR 2016-2017**

Public Defender, Twentieth Judicial Circuit

Priority #1

IC 3005180 FORENSIC CASE MANAGEMENT UNIT

Salary Rate = 365,000

FTE = 9.0

GR Salaries and Benefits = \$556,436

GR Operations = \$36,748

The Office of the Public Defender for the 20th Judicial Circuit faces unique challenges in providing aggressive front-end representation for its ever increasing caseload of clients that have been diagnosed with a mental illness or a developmental disability who have been arrested and are facing criminal charges . The 20th Circuit includes Lee, Charlotte, Collier, Hendry and Glades Counties. Geographically, it is the largest circuit in the state of Florida. Nonetheless, the 20th Circuit receives one of the lowest per capita funding rates for mental health and substance abuse services in Florida. Additionally, the 20th Circuit is experiencing closures of treatment providers in our rural counties resulting in pressure being placed on crisis units and more centrally located treatment providers to adequately care for this vulnerable population.

As the community resources are stretched to their limits or fail to provide adequate services, responsibility to find appropriate placements and acceptable services for these clients falls to their Public Defender lawyers. All too often these clients linger in inappropriate jail or hospital settings waiting for resolution of their court cases. The Office of the Public Defender for the 20th Judicial Circuit is requesting funding to develop a forensic case management unit to provide efficient and effective proactive representation to our mentally ill clientele. This unit will consist of four (4) attorneys, two (2) case dispositional specialists, and three (3) support staff members which will provide representation in all five (5) counties of the twentieth circuit.

Attorneys, case dispositional specialists and support staff will work as a team from the case's inception to ensure that proper assessments and evaluations are ordered in an expeditious manner. This group will also work promptly to identify cases qualifying for diversionary status and work to swiftly gain the safe release of clients to family members or other appropriate placements. Such placements will lead to better care as well as lower incarceration and hospitalization costs. Additionally, by getting clients into therapeutic treatment quicker, we can also reduce recidivism rates for this population of clients. The Forensic Case Management Unit will conduct thorough investigations of any mitigating factors resulting from a client's mental illness or developmental disability by interviewing family members and gathering medical, mental health and school records. This unit will also be providing assistance and guidance to the trial lawyers, and be presenting mitigating factors to the court on behalf of the clients including, but not limited to developing alternative sentencing plans to incarceration or hospitalization, locating appropriate treatment programs and assisting clients with obtaining benefits and housing which are all key factors in maintaining mental well- being and in building the stability needed to continue treatment thereby reducing recidivism.

The Public Defender of the Twentieth Judicial Circuit, is requesting recurring general revenue funds for nine (9) positions to implement a Forensic Case Management Unit. The Operations request of \$36,784 and \$23,724 non-recurring is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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FISCAL YEAR 2016-2017**

Public Defender, Twentieth Judicial Circuit (Continued)

Priority #2

IC 3000160 RAPID INTERVENTION

Salary Rate = 292,000

FTE = 3.0

GR Salaries and Benefits = \$183,356

GDTF Salaries and Benefits = \$166,938

ICDTF Salaries and Benefits = \$52,556

GR Operations = \$13,235

GDTF Operations = \$9,290

ICDTF Operations = \$3,945

Part 1. Early Case Resolution

The Public Defender's Office for the 20th Judicial Circuit is to receive funding from its largest county, Lee County, for one (1) Initial Defense Unit attorney and one (1) Drug Court attorney. The Public Defender's Office for the 20th Judicial Circuit is therefore requesting additional spending authority in the amount of \$176,228 to cover these positions.

Part 2. Mental Health/Baker Act

This issue will provide the funding needed for a Dispositional Specialist to assist the over 2000 mentally ill clients in the 20th Judicial Circuit that are in danger of being civilly committed under Florida's Baker Act. Mental health clients need not only legal representation to reduce admissions to crisis units and hospitals, they need assistance achieving quality reintegration to their community which promotes stability in their lives. A Dispositional Specialist would work as a team under the direction of the assigned attorney to advocate on behalf of the client for proper therapeutic treatment. Specifically, the Dispositional Specialist would assist the client with making application for available benefits, researching safe and stable housing opportunities, act as a liaison with hospital discharge planners to ensure all less restrictive options to commitment have been fully explored, ensure compliance with medications, and to make sure clients attend scheduled Doctor appointments following discharge from crisis units. A holistic approach providing wrap around services to Baker Act clients following their release from commitment is essential to ensure our mentally ill clients gain the stability they need to halt the revolving cycle of readmission to crisis units thereby saving hospitalization costs, as well as court time and associated costs.

Part 3. Veterans Court

The Public Defender's Office for the 20th Judicial Circuit is an integral partner with other court related agencies including the State Attorney's Office, the Judiciary, Court Administration, Law Enforcement, and treatment providers, in establishing specialized teams dedicated to creating diversionary pathways for veteran's facing non- serious criminal charges while maintaining public safety. Research thus far has shown us that many of our eligible veterans are homeless and/ or are living with debilitating mental illness diagnoses including post-traumatic stress disorder and traumatic brain injuries to name a few. Research has also shown that veterans interacting with other veterans in treatment and counseling settings, have much better long term outcomes

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, Twentieth Judicial Circuit (Continued)

than those that are processed through traditional criminal court or mental health courts/ drug courts that are ill equipped to deal with their mental health and substance abuse issues directly related to serving in a combat role in service to our country.

Public Defender attorneys are vital to early identification of eligible individuals at first appearance, and to provide the follow up piece of explaining the benefits of participating in a diversionary program as opposed to having their case proceed through the traditional court system.

Our Collier County Veteran's Court has been operational for approximately 18 months at this point with no additional resources. Our Lee County Veteran's Court began accepting participants in February , 2015 and the number of participants is growing rapidly. Thus far no additional resources have been allocated. Beginning in FY 2016- 2017, the Public Defender's Office for the 20th Judicial Circuit will require a team comprising of two (2) experienced attorneys and one (1) dispositional specialist to assist with screening clients and coordinating appropriate community outreach to address their numerous health and societal re- integration issues.

All three (3) positions will be filled using existing vacancies. 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 #3

**IC 3009020 UNITED STATES SUPREME COURT GRAHAM AND MILLER MANDATE -
JUVENILE MITIGATION AND SENTENCING ADVOCACY**

Salary Rate = 115,500

FTE = 3.0

GR Salaries and Benefits = \$175,366

GR Operations = \$12,016

Recent landmark decisions by United States Supreme Court have greatly affected the sentencing of juveniles and all aspects of representing a juvenile client in adult court. The Graham decision in 2010 established that it is unconstitutional to impose life without parole sentences for juveniles convicted of non-homicide offenses. The 2012 Miller case extended the ruling to include homicide cases by striking down statutes, including those in Florida, that provide for mandatory life-without parole sentences for all children 17 years of age or younger convicted of homicide as a violation of the Eighth Amendment of the U.S. Constitution. In 2015, the law extended the Miller decision to apply retroactively to those previously sentenced. This law currently affects hundreds of individuals in Florida previously sentenced by requiring Courts to conduct new sentencing hearings to consider the juvenile's age at the time of the offense and a host of factors pertaining to the child and their individual circumstances. Further, these landmark laws greatly affect the current and future representation of juveniles charged in adult courts. The Office of the Public Defender for the 20th Judicial Circuit is requesting funding to develop a juvenile sentencing and resentencing unit to provide representation to those in prison who were children when facing mandatory adult sentences and those juveniles facing charges in adult court. This unit will consist of one (1) attorney, one (1) case dispositional specialists, and (1) support staff member and will provide representation in all five (5) counties of the Twentieth Circuit.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, Twentieth Judicial Circuit (Continued)

Attorney, case dispositional specialist, and support staff will work as a team on two fronts, (1) by identifying and representing individuals previously affected and now entitled to resentencing, and (2) representing children now facing charges in adult court, by providing a case by case approach in developing individualized and specialized considerations of juvenile offenders as required based upon the Court decisions. The Court recognized that issues related to their age and maturity at the time of the offense result in juveniles who may have diminished culpability and be more amenable to rehabilitation than adults.

In order to properly represent those facing resentencing and juveniles charged in adult court, it is necessary that the defense team thoroughly investigate potential factors and conditions of the juvenile and his or her life that may have affected their development and behavior as required by the Court's decisions in Graham and Miller. As the unit will be responsible for providing children facing charges in adult court an alternative sentencing plan to incarceration, they must also explore appropriate juvenile sanctions in lieu of incarceration to address special considerations of youth, including but not limited to any issues of mental health, substance abuse, educational services, and rehabilitation. An in-house team would provide significant cost avoidance overall through customized and extensive mitigation preparation. Further, the defense team must include well-experienced attorneys to provide representation, as they are uniquely able and have specialized training to develop and present such complex evidence to the Courts while counseling and providing effective representation.

The Public Defender of the Twentieth Judicial Circuit, is requesting recurring general revenue funds for Three (3) positions to implement a Graham/Miller Management Unit. The Operations request of \$12,016 and \$7,908 non-recurring is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

Priority #4

IC 36224C0 COUNTY AGREEMENT FOR INFORMATION TECHNOLOGY PERSONNEL SERVICES

GDTF Salaries and Benefits = \$100,000

The Public Defender's Office for the 20th Judicial Circuit will receive additional FY 2016-2017 income in all five (5) counties for funding FTEs and other associated costs, pursuant to section 29.008. The Public Defender's Office for the 20th Judicial Circuit is therefore requesting additional spending authority in the amount of \$100,000.

Priority #5

IC 2402000 ADDITIONAL EQUIPMENT

ICDTF Operations = \$83,000

The Misdemeanor and Homicide Divisions of the Public Defender, Twentieth Judicial Circuit, will be relocating from the 6th floor of the Justice Center in Ft. Myers to the 5th floor of the Justice Center Annex. This project has taken many years to get off the ground and contractors are finally getting ready to start in September 2015. Lee County is providing the space and will renovate the 5th floor for our occupancy expected in early FY 2016-17. ICDTF Spending Authority needed for the Public Defender to furnish offices, etc., is estimated at \$75,500 with moving costs of \$7,500 the total needed increase in ICDTF Spending Authority is \$83,000.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, Twentieth Judicial Circuit (Continued)

Priority #6

IC 2401500

ICDTF Acquisition of Motor Vehicles = \$25,000

The Public Defender, Twentieth Judicial Circuit is requesting a replacement vehicle for its 2004 Ford Taurus currently being used in Charlotte County. This vehicle will have reached its DROPDEAD value (12 years or older) in FY 2016-17 and will be automatically deemed eligible for replacement. The vehicle is already beginning to be out of service frequently for repairs. The Public Defender, Twentieth Judicial Circuit is asking for \$25,000 in ICDTF Spending Authority.

Priority #7

IC 3000030 INCREASED SUPPORT STAFF

Salary Rate = 68,000

FTE = 2.0

ICDTF Salaries and Benefits = \$100,514

ICDTF Operations = \$6,852

1. An Administrative Assistant for the Public Defender of the Twentieth Judicial Circuit is required at a salary rate of \$34,000 plus benefits. While this position has not been filled in many years, the Public Defender would benefit greatly from having an administrative assistant whose duties would include, but not be limited to: making arrangements for conferences, serving as recording secretary at conferences or meetings, preparing minutes for distribution, maintaining a calendar and arranging appointments, answering phone calls, serving as receptionist to the Public Defender and performing special projects as requested.

2. The Public Defender of the Twentieth Judicial Circuit is requesting additional spending authority to recruit an experienced paralegal for our Collier County office at a rate of \$34,000 plus benefits. This position is needed to assist attorneys with the preparation of motions, writs, writs of habeas corpus and case law research.

Priority #8

IC 3000640 ENHANCED OTHER PERSONAL SERVICES

ICDTF OPS = \$11,755

The Public Defender, Twentieth Judicial Circuit is requesting budget authority for one (1) 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
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Capital Collateral Regional Councils

FY 2016-17 Funding Priorities

Capital Collateral Regional Counsel, North Region (CCRC-N)

Priority #1

ADDITIONAL COLLATERAL CASELOAD RESOURCES REQUEST

Issue Code: 3000130

FTE: 4.00

Rate: 213,000

General Revenue:

Salaries and Benefits \$310,230

Operations: \$42,096

Recruiting experienced attorneys that meet the qualifications set forth in Rule 3.112(k) and 3.851 is essential to case preparation and providing death penalty legal counsel. Attracting attorney and non attorney professional staff with experience or higher education and technological skills is essential to case preparation, preparation providing death penalty legal counsel, and agency management.

Priority #2

INFORMATION TECHNOLOGY CRITICAL NEEDS

Issue Code: 36201C0

General Revenue:

Operations: \$91,024

This issue is essential to Capital Collateral Regional Counsel - North's ability to function and process its cases in a timely manner. It alleviates the need for a full-time Information Technology support staff employee. Also, it will save the State of Florida and Capital Collateral Regional Counsel - North the expenditure of significant state funds.

Priority #3

BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE

Issue Code: 2301900

General Revenue:

Operations: \$32,904

This issue is essential to Capital Collateral Regional Counsel - North's ability to function and process its cases in a timely manner.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Capital Collateral Regional Counsel, North Region (CCRC-N) – Continued

Priority #4

INCREASE AUTHORIZED RATE

Issue Code: 51R0100

Rate: 50,000

Recruiting and retaining attorneys that meet the qualifications set forth in Rule 3.112(k) and 3.851 is essential to case preparation and providing death penalty legal counsel. Recruiting and retaining attorney and non attorney professional staff is essential to case preparation, providing death penalty legal counsel and agency management.

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: 70,000

General Revenue:

Salaries and Benefits \$90,356

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 post-conviction 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

ENHANCED OTHER PERSONAL SERVICES

Issue Code: 3000640

General Revenue:

Other Personal Services \$31,200

Capital Collateral Regional Counsel-Middle Region (CCRC-M) anticipates implementing a scanning project utilizing (OPS) employees. CCRC-M currently has over 1,300 banker boxes of files that need to be scanned into the electronic document system. Scanning all legal documents into the system will provide legal and all other staff with a more proficient means of searching and retrieving vital information. The scanning project would also allow the hardcopy files and boxes to be destroyed thereby reducing office space requirements.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

Capital Collateral Regional Counsel, Middle Region (CCRC-M) – Continued

Priority #3

INFORMATION TECHNOLOGY INFRASTRUCTURE REPLACEMENT

Issue Code: 24010C0

General Revenue:

Operations \$27,323

Computer technology is a major factor in making CCRC-M more effective and efficient. Acquiring, updating and maintaining technology equipment is necessary for all areas in the office in order to provide employees with the equipment to complete their duties and responsibilities. The courts now require CCRC-M to E-file documents and other information throughout the post-conviction process. It is vital for CCRC-M to ensure technology equipment is available and provided to all employees.

Priority #4

AUTOMATED LEGAL RESEARCH

Issue Code: 36207C0

General Revenue:

Operations \$7,000

Capital Collateral Regional Counsel-Middle Region (CCRC-M) is requesting additional funds in order to enhance on-line legal research services for attorneys. Death penalty litigation necessitates extensive and in-depth research needs. WestLaw is an invaluable on-line research tool providing access to local, state and federal data as well as the most current material on federal and state primary laws regarding post-conviction cases. The enhancement of WestLaw services will allow CCRC attorneys to be more productive through the effectiveness and efficiency of the system.

Priority #5

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.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

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

Rate: 63,000

General Revenue:

Salaries and Benefits \$81,321

The CCRCs have historically experienced difficulty recruiting and retaining lawyers 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 post conviction lawyers.

Priority #2

ENHANCED OTHER PERSONAL SERVICES

Issue Code: 3000640

General Revenue:

Other Personal Services \$24,960

CCRC-South is requesting the restoration of its OPS category. Due to the continuing scanning of the paper files to an electronic library, CCRC-S is requesting the OPS category, which has been underfunded in the past, to be restored.

Priority #3

INFORMATION TECHNOLOGY INFRASTRUCTURE REPLACEMENT

Issue Code: 24010C0

General Revenue:

Operations \$17,500

This is to replace the DATSERV (backup) server which has reached the end of its useful life

Priority #4

LEGAL EDUCATION TRAINING

Issue Code: 3800220

General Revenue:

Operations \$21,600

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2016-2017**

In the highly complex area of Capital Post-Conviction litigation, continuing legal education training is a necessity in order to stay abreast of current trends and conditions. State and Federal Habeas Corpus training promotes productivity and efficiency.

Capital Collateral Regional Counsel, South Region (CCRC-S) – Continued

Priority #5

INVESTIGATOR TRAINING

Issue Code: 3800110

General Revenue:

Operations \$9,600

A proper investigation is critical to the effective representation of death sentenced inmates. Investigators are the backbone of the CCRCs and require training similar to that of CCRC attorneys in order to develop the skills necessary to provide effective representation to the client.

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FIRST REGION**

Priority #1

SALARY ADJUSTMENT FOR ASSISTANT REGIONAL COUNSELS

Issue Code: 4203A10

Salary Rate: 546,888

General Revenue

Salaries and Benefits: \$628,429

Salaries at the Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) are capped at one third less than other agencies whose attorneys perform identical work. The foregoing salary disparity adversely impacts turnover rates for RCC1's, jeopardizes leadership retention of RCC1 and the ability to handle all cases required by law.

Priority #2

SALARY ADJUSTMENT FOR REGIONAL COUNSEL

Issue Code: 4202A70

Salary Rate: 25,000

General Revenue

Salaries and Benefits: \$28,728

The annual salary for the five (5) Regional Counsels is set at \$105,000 in the General Appropriations Act (GAA). The annual salary for the State Attorneys and Public Defenders is set as \$154,140 in the GAA. The resulting \$50,000 difference in annual salary results in a significantly lower salary average for assistant regional counsels with 21+ years of experience as compared to the average salaries of assistant state attorneys and assistant public defenders with comparable experience. Regional Counsels request their salaries be increased to \$130,000 to make their salaries competitive with salaries set for the State Attorneys and Public Defenders. The salary cap of the Regional Counsels must be raised to achieve salary parity with the State Attorneys and Public Defenders. This issue will substantially lower turnover rates for the Regional Counsels and improve the ability of the Regional Counsel Offices to meet their core mission.

Priority #3

ENHANCED OTHER PERSONAL SERVICES

Issue Code: 3000640

General Revenue

Other Personal Services: \$35,653

The Office of Criminal Conflict and Civil Regional Counsel, First District (RCC1) request \$ 35,653 non-recurring dollars for five (5) temporary OPS employees to scan and preserve files according to record retention schedules. The destruction of currently stored

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FIRST REGION (Continued)**

Priority #3

files after the transfer to electronic storage will reduce cost in storage space and maintenance of paper files.

1 individual @ 10.00 per hour x 736 hours = \$7,360 + \$563 taxes= \$7,923. for the Tallahassee Office

1 individual @ 10.00 per hour x 736 hours = \$7,360 + \$563 taxes= \$7,923 for the Pensacola Office

1 individual @ 10.00 per hour x 736 hours = \$7,360 + \$563 taxes= \$7,923 for the Gainesville Office

1 individual @ 10.00 per hour x 736 hours = \$7,360 + \$563 taxes= \$7,923. for the Panama City Office

1 individual @ 10.00 per hour x 368 hours = \$3,680 + \$281 taxes= \$3,961 for the Lake City Office

Priority #4

BUILDING RENTAL FOR PRIVATELY OWNED BUILDING

Issue Code: 2301900

General Revenue

Operations: \$30,000

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) is requesting additional funding for our Jacksonville office. RCC1 needs to expand our office another 2,000 square footage . RCC1 is hiring additional staff to handle death penalty caseload. The space will accommodate attorneys, a legal assistant and a conference room.

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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: 11.00

Salary Rate: 580,000

General Revenue

Salaries and Benefits: \$789,546

Contracted Services: -\$240,000

Operations: \$119,614

TR/DMS/HR Services: \$2,882

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
SECOND REGION (Continued)**

Priority #1

The Office of Criminal Conflict and Civil Regional Counsel, Second District (RC2), requires additional attorneys for the defense of Capital cases, Appellate cases, Dependency, and all other cases handled by the Regional Counsel's office. Due to increased caseloads, the complexity, and length of these types of cases, it has put an undue burden on RC2 attorney caseloads. This trend is expected to continue growing.

The Regional Counsel is requesting that \$240,000 from the Contracted Services/Due Process category that is currently used to pay five contracted attorney positions be used to fund the salaries of five (5) of the new attorney positions requested. RC2 is requesting that the Legislature fund the benefits for these five (5) positions at \$91,724.

(Note: RC2 is requesting that the \$240,000 only be re-aligned from the Contracted Services/Due Process category into the Salaries and Benefits category should the request for benefits in the amount of \$91,724 for these five attorneys be granted).

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.

Priority #2

SALARY ADJUSTMENT FOR ASSISTANT REGIONAL COUNSELS

Issue Code: 4203A10

Salary Rate: 1,046,868

General Revenue

Salaries and Benefits: \$1,202,956

Regional Counsel attorneys' salaries should be paired up to the Public Defenders and State Attorneys within the judicial system. They are expected to perform at the same standards and levels of the Public Defenders and State Attorneys. Regional Counsel is unable to pair them with the funding and rate provided in our budgets at this time. Pairing with the Public Defenders and State Attorneys will help to retain qualified and educated attorneys at Regional Counsel. This will save the State of Florida moneys in the hiring process and training.

Priority #3

**INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT
AND CIVIL REGIONAL COUNSELS**

Issue Code: 5300250

General Revenue

Contracted Services: \$500,000

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
SECOND REGION (Continued)**

Priority #3

Regional Counsel 2 requires increased contracted services/due process appropriations to expressly fund litigation expenses which were non-funded at the inception of the agency. Budget deficits of the agency have occurred and will continue, especially given the extraordinary expenses which arise in capital litigation and appellate costs. Such expenses, being unfunded, cannot be controlled necessarily and will deplete agency budgets of funds allocated for the expenses which arise from all cases including non-capital and dependency casework. To adequately cover caseloads Regional Counsel contracts attorney services to be able to adequately represent our clients. The contracted attorney (vendor) costs are \$975,000 annually leaving only \$46,113 in contracted services/due process funds to cover actual case costs. Regional Counsel needs appropriate resources to competently and ethically represent our clients. The contracted attorney services leaves a deficit in the contracted services/due process fund. The contracted attorney liability is based on case counts. RC2 's estimated yearly shortage in the amount of \$313,887 is due to the costs of the contracted attorney services required to carry our caseloads; along with the expenses of capital cases and appeals. We anticipate the same shortage in contracted services/due process yearly. Currently, Regional Counsel 2 has nine (9) murder cases, two of which are death penalty scheduled for trial at this time. One death penalty trial will deplete contracted services/due process funding.

Priority #4

BUILDING RENTAL FOR PRIVATELY OWNED BUILDINGS

Issue Code: 2301900
General Revenue
Operations: \$474,005

Regional Counsel 2 must occupy privately owned office space in the multiple counties of this respective district and requires an increase in operational funding as per the terms of our commercial leases. Currently, Regional Counsel 2 rents private office space for 11 different counties. Rents for FY 2014-2015 were \$387,874. Rents for FY 2015-2016 total \$447,096.

Regional Counsel 2's lease of the 20th Circuit in Lee County was terminated by the Board of Lee County Commissioner in the Lee County Justice Center on August 1, 2015. Rents for FY 2014-2015 and FY 2015/2016 were \$3,701 for 5,000 square feet. Regional Counsel paid no cleaning, electric, phone service, water, garbage, or sewer during this period. Of the 5,000 square feet which Regional Counsel occupied in the county building, we were only required to pay for 2,500 square feet.

Privately owned property of 8,000 square feet was found to meet the necessary work space at the rate of \$7,150 monthly which is double the rents from the previous year, due to the fact that in the Lee County space we were only required to pay for half the space previously provided. Cleaning services are now necessary due to private owned building

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
SECOND REGION (Continued)**

Priority #4

rental. Regional Counsel will pay an extra \$499 monthly for cleaning services. Going forward rents will increase in the FY 2016-2017 to \$464,061 for the 11 different county offices.

Priority #5

ADDITIONAL PRICE FOR UTILITIES

Issue Code: 2302700
General Revenue
Operations: \$157,760

Regional Counsel 2 is required to occupy privately owned office space in the multiple counties of their respective district and requires an increase in operational funding as per the terms of our commercial leases.

Regional Counsel 2's lease was recently terminated from Lee County Justice Center property in August, 2015. While in the building which belonged to Lee County, RC2 was not required to pay any utilities.

Beginning August 2015, RC2 will begin to pay utilities which will include electric, phone, and water/sewer/garbage bills going forward.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
THIRD REGION**

Priority #1

SALARY ADJUSTMENT FOR ASSISTANT REGIONAL COUNSELS

Issue Code: 4203A10
Salary Rate: 544,718
General Revenue
Salaries and Benefits: \$625,936

Salaries at the Office of Criminal Conflict and Civil Regional Counsel, Third Region (RC3) are capped at one third less than other agencies whose attorneys perform identical work. This salary disparity adversely impacts turnover rates for RC3, jeopardizes leadership retention and the ability to handle all cases required by law.

Priority #2

CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL WORKLOAD

Issue Code: 3001360
FTE: 24.00
Salary Rate: 1,040,000

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
THIRD REGION (Continued)**

Priority #2

General Revenue
Salaries and Benefits: \$1,463,576
Operations: \$244,806
TR/DMS/HR Services: \$6,288

Addresses and corrects an under-funded and short staffed Dependency & Termination of Parental Rights legal defense division in the Criminal Conflict & Civil Regional Counsel, Third Region of Florida

Priority #3

SALARY ADJUSTMENT FOR REGIONAL COUNSEL

Issue Code: 4202A70

Salary Rate: 45,000
General Revenue
Salaries and Benefits: \$51,710

The targeted increase would set the salary of the Regional Counsel at a level comparable to the similar agency heads within the Justice Administrative Commission and would provide flexibility and competitiveness in hiring and setting the salaries of Assistant Regional Counsel Lawyers, whereas section 25.5301(4) Florida Statutes prohibits the salaries of assistants from exceeding the Regional Counsel salary.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FOURTH REGION**

Priority #1

WORKLOAD

Issue Code: 3001360
FTE: 29.00
Salary Rate: 1,442,000
General Revenue
Salaries and Benefits: \$1,981,457
Operations: \$288,158
TR/DMS /HR Services: \$7,598

Introduction to RC4's Workload Issues

The Offices of Criminal Conflict and Civil Regional Counsel -- the "RCs" -- have proven to be a legislative success. Since their creation in 2007, the RCs have fulfilled the legislative intent to provide mandated (constitutionally and statutorily) representation to the indigent in a fiscally sound manner for all of the various case types. Analysis from the Justice Administrative Commission documents savings in excess of \$20,000,000

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
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FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FOURTH REGION (Continued)**

Priority #1

annually. At the same time, it is clear that in order for the success of the RC model to continue, it is imperative that additional workload, funding and other structural needs be met. While the needs of the individual RCs may vary to some degree from agency to agency, with respect to RC4, the primary need is workload.

It is instructive in considering RC4's workload issues to refer to the original working papers of the legislative staff at the inception of the RCs during the 2007 legislative session. The inception papers document that the allocated workload for RC4 was 63 FTE positions, total, for the entire agency, and that the estimated breakdown of FTE attorney positions was 38. The present day, practical reality of the work of RC4 is that 88 attorneys are required to carry out the agency's duties which are spread out, geographically, over three judicial circuits and six counties, and which encompass criminal cases from misdemeanors to capital felonies and a wide variety of civil cases including dependency & termination of parental rights proceedings, guardianships, and involuntary commitments of sexually violent predators. From inception, the allocated FTEs were insufficient (although it took some time from the point of start-up for the insufficiency to become fully apparent) as from the beginning through the present day it has been necessary for RC4 to rely upon its ability to contract with private attorneys, using its due process/contracted services funding, or to engage attorneys as "OPS" employees to meet the workload demands of RC4's court-appointments.

While there is a place for the agency to have the ability to contract from time-to-time or to use OPS on a temporary basis, these tools have become a permanent substitute for the lack of sufficient "in-house," FTE positions. With respect to contracts, specifically, at the time of the submission of this LBR, RC4 is contracting with 25 private attorneys to cover routine caseloads. This overreliance on the agency's ability to contract results, too frequently, in annual budget shortfalls. With such a significant portion of the due process budget being expended on routine workload, when other matters which cannot be controlled for costs – the expenses of capital litigation being a prime example – become due, budget deficits occur.

Thus, as the following breakdown by FTE-types further explains, RC4 is in need of a considerably significant increase in the allocation of benefitted positions in order for agency's normative workload to be accomplished by full-time personnel. Note: the overall approach RC4 is taking with respect to its Legislative Budget Request is to seek for the upcoming fiscal year to meet the workload demands in the areas of dependency, appeals, capital litigation, and non-attorney support staff, and to reserve for the following fiscal year the area of felony criminal positions.

The addition of these requested positions will improve core functionality and will help ensure the agency's long-term, continued success.

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #1

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 15th Judicial Circuits in particular have seen a dramatic and alarming increase in dependency cases in the past three years; in fact, the 17th 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 became law on July 1, 2014, dramatically increased the number of Child Protective Investigators employed by DCF; this, in turn, led to an increase in the number of children sheltered by DCF and has further fueled 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 15th and 19th 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	\$174,497	\$669,497	\$97,866	\$35,991

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

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
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 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #1

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	Total	Non Rec
62,500	\$20,507	\$83,007	\$10,874	\$3,999

Standard #3

Capital Litigation Attorneys

RC4’s caseload of presently pending capital cases now stands at 15 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 \$100,000 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	Total	Non Rec
100,000	200,000	\$52,196	\$252,196	\$21,748	\$7,998

Standard #3

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

**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)**

Priority #1

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	\$ 20,134	\$80,134	\$10,174	\$3,999

One (1) Death Penalty Mitigation Specialist, Capital Division

Rate	Benefits	Total Salaries & Benefits	Standard #3	
			Total	Non Rec
60,000	\$ 20,134	\$80,134	\$10,174	\$3,999

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 17th & 15th 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

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #1

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

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
55,000	165,000	\$58,166	\$223,166	\$30,522	\$11,997

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 10 OPS staff members who are full-time, 40-hour per week employees, and seven of these have been employed for over 12 months at the present time, two more will be by year's end. The shortfall in FTEs results in an inability of the agency to retain competent legal assistants. In fact since February 2015, the agency has lost three senior legal assistants with more than two years of services because of a lack of benefits available. Frequent turnover leads to cyclical hiring and re-training and consequent inefficiencies and lack of continuity in services provided to clients.

One (1) Clerk I

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
27,500		\$15,289	\$ 42,789	\$8,900	\$3,783

One (1) Administrative Assistant I

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
37,000		\$16,705	\$ 53,705	\$8,900	\$3,783

Six (6) Legal Assistant I

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
32,500	195,000	\$96,203	\$291,203	\$53,400	\$22,698

Four (4) Legal Assistant III

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
35,000	140,000	\$65,626	\$205,626	\$35,600	\$15,132

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #1

Total RC4 Workload Request

FTEs	Total Rate	Benefits	Total Salaries & Benefits	Total	Standard #3 Non Rec
29	1,442,000	\$539,457	\$1,981,457	\$288,158	\$113,379

Priority #2

INCREASED DUE PROCESS COSTS

Issue Code: 5300250

General Revenue

Contracted Services: \$500,000

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 15 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. Thus, RC4’s recurring budget does not reflect capital litigation expenses and such expenses, therefore, cannot be controlled for costs and are likely to bring about (and have in the past) budget deficits.

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FOURTH REGION (Continued)**

Priority #2

Moreover, the amount which may be expended is unpredictable in any given case. Over time, however, 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 steadily increased to the point that the capital caseload stands at a critical mass. Last year, the number of 1st degree murder cases open to RC4 in which the prosecution was seeking the death penalty reached a peak of 24; the range in the past three years has been 12 – 24. With so many pending cases, it is reasonable to anticipate that as many as four capital cases may proceed to trial in FY 2016-17 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).

Going forward, 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 allocated funds for due process & contracted services (for non-capital litigation expenses) not to be depleted.

Appellate-Related Expenses: \$80,000 in increased due process

RC4 continues to incur appellate related expenses – e.g., trial transcripts and funds expended upon contracting attorneys due to a lack of an “in-house,” FTE position for an appellate attorney – which exceed the limited funding reflected in RC4's base/recurring budget. RC4 requests \$80,000 in funding to mitigate against a budgetary deficit which may be brought about by appellate-related expenses.

Priority #3

BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE

Issue Code: 2301900

General Revenue

Operations: \$67,853

The Office of Criminal Conflict and Civil Regional Counsel, 4th District requests \$67,853 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.

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #3

West Palm Beach Office - 1st Floor - 2,220 sf.		
FY '14-'15		
6/1/13 - 5/31/14	\$23.00/sf	\$4,255.00
6/1/14 - 5/31/15	\$23.69/sf	\$4,382.65
		\$127.65
	months	X12
		\$1,531.80
FY '15-'16		
6/1/14 - 5/31/15	\$23.69/sf	\$4,382.65
6/1/15 - 5/31/16	\$24.40/sf	\$4,514.00
		\$131.35
	months	X12
		\$1,576.20
FY '16-'17		
6/1/15 - 5/31/16	\$24.40/sf	\$4,514.00
6/1/16 - 5/31/17	\$25.13/sf	\$4,649.05
		\$135.05
	months	X12
		\$1,620.60
Total		\$4,728.60

West Palm Beach Office - 2nd Floor - 9,560 sf.		
FY '14-'15		
6/1/13 - 5/31/14	\$23.00/sf	\$18,323.33
6/1/14 - 5/31/15	\$23.69/sf	\$18,873.03
		\$549.70
	months	X12
		\$6,596.40
FY '15-'16		
6/1/14 - 5/31/15	\$23.69/sf	\$18,873.03
6/1/15 - 5/31/16	\$24.40/sf	\$19,438.67
		\$565.64
	months	X12
		\$6,787.68
FY '16-'17		
6/1/15 - 5/31/16	\$24.40/sf	\$19,438.67
6/1/16 - 5/31/17	\$25.13/sf	\$20,020.33
		\$581.66
	months	X12
		\$6,979.92
Total		\$20,364.00

West Palm Beach Office - 3rd Floor - 1,710 sf.		
FY '16-'17		
7/1/15 - 6/30/16	\$23.00/sf	\$3,277.50
7/1/16 - 6/30/17	\$23.69/sf	\$3,375.83
		\$98.33
	months	X12
Total		\$1,179.96

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #3

Ft. Lauderdale Office - 3rd, 6th & 7th Floor - 14,454 sf.		
FY '14-'15		
6/1/13 - 5/31/14	\$23.69/sf	\$27,703.50
6/1/14 - 5/31/15	\$24.40/sf	\$28,534.61
		\$831.11
	months	X12
		\$9,973.32
FY '15-'16		
6/1/14 - 5/31/15	\$24.40/sf	\$29,389.80
6/1/15 - 5/31/16	\$25.13/sf	\$30,269.09
		\$879.29
	months	X12
		\$10,551.48
FY '16-'17		
6/1/15 - 5/31/16	\$25.13/sf	\$30,269.09
6/1/16 - 5/31/17	\$25.84/sf	\$31,172.46
		\$903.37
	months	X12
		\$10,840.44
Total		\$31,365.24

Ft. Pierce Office - 3,962 sf.		
FY '14-'15		
8/1/13 - 7/31/14	\$20.00/sf	\$6,603.33
8/1/14 - 5/31/15	\$20.60/sf	\$6,801.43
		\$198.10
	months	X12
		\$2,377.20
FY '15-'16		
8/1/14 - 7/31/15	\$20.60/sf	\$6,801.43
8/1/15 - 7/31/16	\$21.22/sf	\$7,006.14
		\$204.71
	months	X12
		\$2,456.52
FY '16-'17		
8/1/15 - 7/31/16	\$21.22/sf	\$7,006.14
8/1/16 - 7/31/17	\$21.86/sf	\$7,217.44
		\$211.30
	months	X12
		\$2,535.60
Total		\$7,369.32

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #3

Stuart Office - 1,530 sf.		
FY '14-'15		
4/1/13 - 3/31/14	\$20.00/sf	\$2,550.00
4/1/14 - 3/31/15	\$20.60/sf	\$2,626.50
		\$76.50
	months	X12
		\$918.00
FY '15-'16		
4/1/14 - 3/31/15	\$20.60/sf	\$2,626.50
4/1/15 - 3/31/16	\$21.22/sf	\$2,705.55
		\$79.05
	months	X12
		\$948.60
FY '16-'17		
4/1/15 - 3/31/16	\$21.22/sf	\$2,705.55
4/1/16 - 3/31/17	\$21.86/sf	\$2,787.15
		\$81.60
	months	X12
		\$979.20
Total		\$2,845.80

Total	<u>\$67,852.92</u>
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Priority #4

CONTINUING LEGAL EXPENSES & TRAINING EXPENSES

Issue Code: 3800300

General Revenue

Operations: \$35,000

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

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
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FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FOURTH REGION (Continued)**

Priority #4

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, are especially important: litigation training for parents' attorneys and training for capital litigation attorneys. Attendance at either one of two death penalty conferences or at either the annual DCF Child Protection Summit or the biannual ABA Parents Attorney Conference, account for the greater than \$25,000 annually. Note: Biannual attendance at death penalty conferences is a requirement of Florida's Rule of Criminal Procedure for capital attorneys. And of further note: To fill a void in the lack of instate training dedicated parent attorneys, RC4 became an organizational host of a CLE conference dedicated to parents' attorneys, decreasing the need for RC4's attorneys to attend DCF's annual seminar.

Priority #5

LEGAL PUBLICATIONS FOR TRIAL ATTORNEYS

Issue Code: 2403400

General Revenue

Operations: \$20,000

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.

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PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FOURTH REGION (Continued)**

Priority #6

ADDITIONAL FUNDING NEEDED FOR PROPERTY INSURANCE

Issue Code: 2302510

General Revenue

Operations: \$869

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 \$869.

Fort Pierce	\$146.37
Stuart	\$ 97.58
West Palm Beach	\$243.96
Fort Lauderdale	\$243.96
Vero Beach	<u>\$137.06</u>
Total	\$868.93

Priority #7

SALARY PARITY FOR ASSISTANT REGIONAL COUNSELS

Issue Code: 4203A10

Salary Rate: 1,211,224

General Revenue

Salaries and Benefits: \$1,391,818

It has been remarked upon by members of the legislature that a disparity exists between the average salaries of assistant state attorneys (ASAs) and assistant public defenders (APDs). It has been stated that, all things being equal, ASAs and APDs who are similarly situated -- *i.e.*, years of service, assigned workgroup position -- should receive the same annual salary. Should the legislature undertake to bring about parity in the salaries of ASAs and APDs, assistant regional counsel attorneys (ARCs) should be included. ARCs provide the same constitutionally mandated representation of the indigent in criminal cases as do the APDs and, like the APDs, ARCs are very much the equal, state-employee counterpart to ASAs. This issue reflects the increase to RC4's salaries & benefits budget category which would be required to bring about parity with the salary of the APDs and ASAs.

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 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FOURTH REGION (Continued)**

Priority #7

SALARY PARITY COST						
August 17, 2015						
Average Salary of ARCs Based on Years of Experience						
RC-4						
Years of Experience	RC4 Average ARC Salaries	No. of ARCs	Assistant PD	Assistant SA	Dollars Needed for Parity with PD	Dollars Needed for Parity with SA
0 - 5*	\$48,373	11	\$55,461	\$55,959	\$77,968	\$83,446
6 - 10	\$54,327	12	\$64,444	\$67,567	\$121,404	\$158,880
11 - 15	\$58,432	12	\$72,694	\$80,333	\$171,144	\$262,812
16 - 20	\$61,702	6	\$75,348	\$89,857	\$81,876	\$168,930
21+	\$64,711	12	\$91,784	\$109,474	\$324,876	\$537,156
Total ARCs		53			\$777,268	\$1,211,224
				Retirement 7.26%	\$56,430	\$87,935.00
				Taxes (FICA) 7.65%	\$59,461.00	\$92,658.64
				Total Cost to Achieve Salary Parity	\$893,159	\$1,391,818

*0-5 Years Experience: (The PD and SA broke down years of experience 0-3 and 4-5 years (APD 0-3 \$49,604 & 4-5 \$61,318; ASA 0-3 \$49,000 & 4-5 \$62,519, which gives the above average for 0-5 years.)

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
 FIFTH REGION**

Priority #1

CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL WORKLOAD

Issue Code: 3001360
 FTE: 17.00
 Salary Rate: 850,000
 General Revenue
 Salaries and Benefits: \$1,166,931
 Operations: \$184,858

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
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FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FIFTH REGION (Continued)**

Priority #1

TR/DMS/HR Services: \$4,454

Funding requested for Criminal, Dependency, Mental Health and Probate Attorneys.

Priority #2

**INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT
AND CIVIL REGIONAL COUNSELS**

Issue Code: 5300250

General Revenue

Contracted Services: \$121,424

Funding requested for current death penalty cases and estimated costs and estimated appellate transcript costs.

Priority #3

BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE

Issue Code: 2301900

General Revenue

Operations: \$18,185

Funding requested for increase in rent.

Priority #4

ADDITIONAL PRICE INCREASES FOR UTILITIES

Issue Code: 2302700

General Revenue

Operations: \$9,218

Funding requested for increase in costs for utilities.

Priority #5

CAPITAL ATTORNEY TRAINING

Issue Code: 3800150

General Revenue

Operations: \$13,386

Funding required for attendance at Life Over Death Seminar for Death Penalty Certification. In-house training for all criminal attorneys on all types of homicide cases.

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2016-2017**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –
FIFTH REGION (Continued)**

Priority #6

REGIONAL COUNSEL ATTORNEY TRAINING

Issue Code: 3800300

General Revenue

Operations: \$11,946

Funding requested for Comprehensive Dependency Attorney Training.

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							
Salaries and Benefits																	
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							
Other Personal Services																	
General Revenue	19,658	19,658	19,658	19,658	19,658	28,741	19,658	19,658	19,658	19,414							
Grants and Donations Trust Fund	28,000				10,650	121,500	121,500	76,678	76,678	76,678							
Expenses																	
General Revenue	257,582																
Grants and Donations Trust Fund	115,254																
Operating Capital Outlay																	
General Revenue	53,806																
Forfeiture and Investigative Support Trust Fund	80,503																
Acquisition Motor Vehicles																	
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										
State Attorney Operating Expenditures																	
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										
Risk Management Insurance																	
General Revenue	74,645	35,816	35,816	99,718	206,669	159,895	39,051	57,068	53,323	53,323							
Salary Incentive Payments																	
General Revenue	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,764							
Law Library																	
General Revenue	20,710																
Retention Incentive Bonuses																	
General Revenue	29,217																
Leave Liability																	
Grants and Donations Trust Fund								200,335	200,335	200,335							
Totals:	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							
Total All Funds:	7,447,332	6,986,327	7,531,942	7,762,787	9,170,626	9,675,238	10,440,900	11,251,008	10,877,908	10,758,421							
IC 4200300 - ATTACHMENT A																	

State Attorney, 19th 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)
TOTAL GR CUTS		\$ (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

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: N/A

Budget Entity: JAC - 21300800

Phone Number: 850-488-2415

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
2015-061	Dec-13	Court Appointed	<p><u>Court Reporting Services.</u> In April 2014, the JAC learned from an outside source that a court reporter retained by two attorneys overbilled the JAC for court reporting work completed on the two attorneys' cases during the period June 2013 through March 2014. In particular, the court reporter billed for substantially more pages than the actual number of pages for transcripts. In many instances, the court reporter billed approximately double the number of actual pages. Based on the information the JAC received during the course of its inquiry, the JAC determined that overpayments totaling \$49,182 were made based on inaccurate JAC Invoice/Voucher Cover forms certified by the court reporter and the two attorneys, inaccurate vendor invoices, and valid court orders authorizing JAC's payment of the services. On October 3, 2014, the JAC sent a demand letter to the court reporter and the two attorneys demanding remittance of \$49,182 no later than close of business on October 17, 2014. As of October 20, 2014, the court reporter and the two attorneys had not yet remitted this amount to the JAC. On October 22, 2014, the JAC referred this matter to the Department of Financial Services, Office of Fiscal Integrity.</p>	<p>JAC is considering the adoption of and the implementation of procedures to conduct random checks of court reporter transcripts billings. Additionally, JAC has begun requiring more detailed information in the hourly statements submitted by investigators for payment.</p>	N/A

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: N/A

Budget Entity: JAC - 21300800

Phone Number: 850-488-2415

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			<p><u>Private Investigation Services.</u> In July 2014, the JAC was notified by an employee of a private investigation company that the company had overbilled the JAC for investigative services performed during 2012. The employee reported that during 2012 she held an investigator intern license, not an investigator license, therefore the billing for her work should have been for a lesser amount, resulting in overpayments to the private investigation company by the JAC of approximately \$45,000. The JAC made payments to the private investigation company based on inaccurate JAC Invoice/Voucher Cover forms certified by the private investigation company and the attorneys that used the investigative services, inaccurate vendor invoices, and valid court orders authorizing the JAC's payment of the services. On October 9, 2014, the JAC referred this matter to the Department of Financial Services, Office of Fiscal Integrity.</p> <p><u>Recommendation:</u> The JAC should enhance its preaudit procedures for paying due process service vendors to include verifying, at least on a sample basis, the underlying detail documentation supporting amounts billed for due process services.</p>		

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: _____

Budget Entity: State Attorney, 5th Circuit

Phone Number: _____

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
2015-061	FY 2012-2013	Inventory Education/Employment Verification	1-Did not include present condition of property items. 2-Did not include State standard class code. 3-Did not include method of acquisition for purchased items. 4-Did not include the surplus property information regarding value and condition of the property and property disposal information. 5-Did not have written documentation that the agency verified education and employment history.	The computer system was revised to include the present condition of property items, State standard class code, the method of acquisition of purchased items, and surplus property information regarding value and condition of the disposed items. The agency is now making formal documentation and employment history.	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: _____

Budget Entity: State Attorney, Sixth Circuit

Phone Number: _____

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
15-061	Dec-13	SAO6/Inventory	Annual physical inventory not conducted.	Inventory conducted and will be every year. All inventory forms will be maintained.	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Administrative Director: Gordon Summers

Budget Entity: Public Defender, Third Circuit

Phone Number: 386-758-0540

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
2015-061	12/31/2013	Separation of Duties	Public Defender = P.D. Administrative Director = A.D. Control over Batch Sheets, Property, and P.A.R.'s was concentrated solely in the A.D. The AD is the only administrative employee. Recommendation was division of duties.	Batch sheets are prepared by A.D. and signed by the P.D. A batch sheet control log was created and is initialed by the P.D. and the A.D. Property inventory was separated between the A.D. and a staff assistant. All P.A.R.'s are signed by the P.D. and the A.D.	
		Annual physical inventory	The existing inventory form did not conform to DPS Rule 69I-72.006.	The inventory form and procedures have been modified to conform to the DPS Rule.	
		Property Records	The existing inventory form did not conform to DPS Rule 69I-72.003 and cars were on a separate list.	The inventory form and procedures have been modified to conform to the DPS Rule.	
		Verification of new hires education and work history.	Insufficient documentation in the files.	Attorneys are checked via the Florida Bar website and a printout of their authorization to practice law in Florida is printed & filed. Non-attorney education verification will be documented and placed in the ee file.	
		Travel Authorization and voucher forms.	Travel authorization forms were not being completed for all training travel. The travel authorization forms were not attached to the batch sheets.	A travel authorization is completed and approved prior to all travel. The travel authorization is attached to the travel voucher / batch sheet.	
		Vehicle operations and maintenance records.	Vehicle travel logs and maintenance records were not current in the FLEET system.	All back logs and records were entered. The logs and maint records are entered monthly and are current.	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: NA

Budget Entity: Public Defender, 16th Circuit

Phone Number: _____

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
2015-061	12/1/2014	JAC, SA, PD	<p>Finding No. 4 : Annual Physical Inventory The judicial agencies should ensure that a physical inventory of all property is conducted at least once each fiscal yuear, and retaqin inventory forms containing the information required by rule.</p> <p>Finding No., 5: Property Records The judicial agencies should ensure that property records are complete and contain all the information required by DFS Rules 69I-72.003 and 69I-72.005, FAC</p> <p>Finding No. 7: Contract Provisions The judicial agencies should ensure that payments for contractual services are made pursuant to written contracts that include provisionbs that clearly specify the scope of work and include quantifiable, measurable and verifiable deliverables.</p> <p>Finding No. 9: Travel Authorization and Voucher Forms. The judicial agencies, and JAC staff in their audit of judicial agencies' travel vouchers should ensure that travel vouchers and travel authorisation forms are properly completed when required, and that travel payments are properly supported and in accordance with Section 112.061, F. S.</p>	<p>The inventory form was revised to add a column for the custodian's name</p> <p>Records to support capital purchases were destroyed in Hurrican Wilma in 2005. There have been no capital purchases since that time.</p> <p>The Public Defender has reviewed the invocies for the juvenile for any additional trial work. Her signature indicates completion of such review.</p> <p>All travel is carefully prepared by one circuit staff person and submitted to JAC, where JAC's Accounting Section conducts a pre-audit. They thoroughjly review all vouchers.</p>	<p>NA</p> <p>NA</p> <p>NA</p> <p>NA</p>

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: _____

Budget Entity: Office of Criminal Conflict and Civil Regional Counsel 4th Region

Phone # _____

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
2015-061	December, 2014	Finding No. 1: BOMS	The JAC and some of the agencies it administratively supports used the Business Office Mangement System (BOMS) for its accounting records resulting in the duplication of effort. Also there was no written agreement, of record, specifying rights and respnsibilities of JAC, the agencies, or the contractor regarding the use of BOMS. BOMS was used without a business continuity plan to mitigate the risk of system disruption or a formal disaster recovery plan to protect JAC and the agencies from data loss.	RC4 accepts the spirit of the recommendations made regarding BOMS, yet would defer to JAC as to the effectiveness of BOMS and as to the extent that its use may be duplicative with FLAIR. Additionally, RC4 understands that JAC has established a workgroup which is reviewing the BOMS licensing agreements and maintenance contracts to bring them into conformity with best business practices, including but not limited to provisions addressing a clearer description of deliverables, business continuity, and disaster recovery. With input from the JAC workgroup, RC4 will endeavor to implement the recommendations regarding the content of the written BOMS agreement. RC4 relies on the follow-up information provided by the Justice Administrative Commission with respect to this finding. In addition to JAC's follow-up narrative, RC4 adds the following: Mr. Rip Colvin, JAC's Executive Director, directly solicited RC4's feedback on the matters relative to this finding, and RC4 was able to provide commentary and suggestions regarding same to Mr. Colvin which feedback, in turn, Mr. Colvin incorporated into the	
		Finding No. 4: Annual Physical Inventory of Property	Agency did not, of record, conduct an annual physical inventory of property, and inventory forms used by some judicial agencies did not contain information required by Department of Financial Serivces' rules.	RC4 concurs with the recommendation and has updated its inventory forms to contain the information required by rule. RC4 has initiated the use of the updated inventory forms which contain the information required by rule.	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: _____

Budget Entity: Office of Criminal Conflict and Civil Regional Counsel 4th Region

Phone # _____

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
		Finding No. 5: Property Records	Property records maintained by some judicial agencies did not include all information required by Departement of Financial Services' rule.	RC4 concurs with the recommendation and will update its property records to ensure compliance with Rules 691-72.003 and 691-72.005, F.A.C. (Note: By way of brief explanation, some of the information deemed lacking with this finding was not available to RC4's present administration and could not be readily obtained.) RC4 has updated its property records to ensure compliance with Rules 691-72.003 and 691-72.005, F.A.C. for purchases made by the current administration	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: _____

Budget Entity: Office of Criminal Conflict and Civil Regional Counsel 4th Region

Phone # _____

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
		Finding No. 6: Education and Employment History of New Employees	Verification of education and employment history was not always documented for new hires for some judicial agencies.	RC4 concurs with the recommendation and will update its procedures to ensure that education and employment verifications are documented, where appropriate. (Note: In the one instance cited here, the verification of the employment history was in fact performed, as the employee's credentials and qualifications were well known to the hiring personnel.) In the period of time since the audit findings were reported: RC4 has hired four (4) non-attorney staff positions and five (5) Assistant Regional Counsel positions. With respect to hiring non-attorney staff positions; references listed on the employment applications are checked and verified, and documented in the file. With respect to hiring attorney positions, RC4 verifies with the Florida Bar the date of admission to the Florida Bar and that an attorney is in good standing with the Florida Bar; applicants are questioned about their employment history and reference checks are performed when necessary and appropriate, and the information reviewed is documented in the file by the interviewing manager and/or agency director.	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2016 - 2017

Department: Justice Administration

Chief Internal Auditor: _____

Budget Entity: Office of Criminal Conflict and Civil Regional Counsel 4th Region

Phone # _____

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
		Finding No. 7: Contract Provisions	Contract terms such as task assignment, deliverables, and payments between some judicial agencies and contractors were not always documented in writing.	RC4 concurs with the recommendation and has updated its standard contract forms accordingly. (Note: The two contracts cited as lacking termination and/or renewal provisions pre-dated the contract forms now in use by the current administration. In addition, the compensation paid to the one attorney referenced was commensurate with the services the attorney rendered and with the compensation paid to other attorneys rendering similar services for this agency.) RC4 has updated its standard contract forms accordingly and is implementing the use of updated contract forms only.	
		Finding No. 9: Travel Authorization and Voucher Forms	Travel expenditures for some judicial agencies were not always documented and paid in accordance with State Law.	RC4 continues to ensure that travel vouchers and travel authorization forms are properly completed, processed, and supported, in accordance with Section 112.061, Florida Statutes. RC4 conference travel is decided upon by the Regional Counsel/Director personally, and therefore no subordinate supervisory signatures are required. The Regional Counsel/Director signature is the "Supervisor" signature and "Agency Head" on the Authorization to Incur Travel Form and the "Supervisor" signature on the Travel Voucher Form.	

Fiscal Year 2016-17 LBR Technical Review Checklist

Department/Budget Entity (Service): JUSTICE ADMINISTRATION
Agency Budget Officer/OPB Analyst Name: Yvonne Enoch

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	2130	2131	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
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status. A security control feature has been added to the LAS/PBS Web upload process that will require columns to be in the proper status before uploading.					

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? (EXBR, EXBC - Report should print "Records Selected Net To Zero")	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.					
4. EXHIBIT D (EADR, EXD)						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 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.					
5. EXHIBIT D-1 (ED1R, EXD1)						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	Y
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? (ED1R, XD1A - Report should print "No Differences Found For This Report")	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2014-15 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					
6. EXHIBIT D-3 (ED3R, ED3) (Not required to be submitted in the LBR - for analytical purposes only.)						
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
TIP Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.						
7. EXHIBIT D-3A (EADR, ED3A)						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 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 #16-002?	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
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 90 of the LBR Instructions.)	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
7.17	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0, 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
AUDIT:						
7.20	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA Report should print "No Records Selected For Reporting")	Y	Y	Y	Y	Y
7.21	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? (GENR, LBR1)	Y	Y	Y	Y	Y
7.22	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? (GENR, LBR2)	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? (GENR, LBR3)	Y	Y	Y	Y	Y
7.24	Have FCO appropriations been entered into the nonrecurring column A04? (GENR, LBR4 Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))	N/A	N/A	N/A	N/A	N/A
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run OADA/OADR from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 65 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If 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 2016-17 data center costs, this can be completed by using the new State Data Center data processing services category (210001).					
TIP	If an appropriation made in the FY 2015-16 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.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
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
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 Section 215.20, Florida Statutes 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

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y	Y	Y	Y	Y
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y	Y	Y
8.25	Are current year September operating reversions appropriately shown in column A02?	Y	Y	Y	Y	Y
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y	Y	Y
8.27	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:						
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? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	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. (SC1R, DEPT)	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.					
9. SCHEDULE II (PSCR, SC2)						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? (BRAR, BRAA - Report should print "No Records Selected For This Request") Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See <i>Base Rate Audit</i> on page 161 of the LBR Instructions.)	Y	Y	Y	Y	Y
10. SCHEDULE III (PSCR, SC3)						

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
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 OADI or OADR to identify agency other salary amounts requested.	Y	Y	Y	Y	Y
11. SCHEDULE IV (EADR, SC4)						
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.						
12. SCHEDULE VIIIA (EADR, SC8A)						
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate? Note: FCO issues can now be included in the priority listing.	Y	Y	Y	Y	Y
13. SCHEDULE VIIIB-1 (EADR, S8B1)						
13.1	NOT REQUIRED FOR THIS YEAR	N/A	N/A	N/A	N/A	N/A
14. SCHEDULE VIIIB-2 (EADR, S8B2)						
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
15. SCHEDULE VIIIC (EADR, S8C) (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
AUDIT:						
15.6	Do the issues net to zero at the department level? (GENR, LBR5)	Y	Y	Y	Y	Y
16. SCHEDULE XI (USCR, SCXI) (LAS/PBS Web - see page 110-114 of the LBR Instructions for detailed instructions)						
16.1	Agencies are required to generate this spreadsheet via the LAS/PBS Web. The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website. (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
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
16.3	Does the FY 2014-15 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
16.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (Audit #1 should print "No Activities Found")	Y	N/A	N/A	N/A	N/A
16.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	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: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the <u>Schedule XL submitted again</u> .)	Y	Y	Y	Y	Y
16.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found")	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.					

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2170
17. MANUALLY PREPARED EXHIBITS & SCHEDULES						
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) ?	N/A	N/A	N/A	N/A	N/A
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

Fiscal Year 2016-17 LBR Technical Review Checklist

Department/Budget Entity (Service): JUSTICE ADMINISTRATION
Agency Budget Officer/OPB Analyst Name: Yvonne Enoch

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

	Program or Service (Budget Entity Codes)				
Action	2180				

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A23, A24, A25, A36, A93, IA1, IA5, IA6, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? (CSDI)	Y				

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y				
1.4 Has security been set correctly? (CSDR, CSA)	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status. A security control feature has been added to the LAS/PBS Web upload process that will require columns to be in the proper status before uploading.					

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				
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				

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				
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AUDITS:

3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y				
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		Program or Service (Budget Entity Codes)				
Action		2180				
3.3	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? (EXBR, EXBC - Report should print "Records Selected Net To Zero")	Y				
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					
4. EXHIBIT D (EADR, EXD)						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 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.					
5. EXHIBIT D-1 (ED1R, EXD1)						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? (ED1R, XD1A - Report should print "No Differences Found For This Report")	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y				
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 2014-15 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					
6. EXHIBIT D-3 (ED3R, ED3) (Not required to be submitted in the LBR - for analytical purposes only.)						
6.1	Are issues appropriately aligned with appropriation categories?	Y				

		Program or Service (Budget Entity Codes)				
Action		2180				
TIP Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.						
7. EXHIBIT D-3A (EADR, ED3A)						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 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 #16-002?	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				
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 90 of the LBR Instructions.)	Y				

		Program or Service (Budget Entity Codes)				
Action		2180				
7.17	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0, 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				
AUDIT:						
7.20	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA Report should print "No Records Selected For Reporting")	Y				
7.21	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? (GENR, LBR1)	Y				
7.22	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? (GENR, LBR2)	N/A				
7.23	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? (GENR, LBR3)	Y				
7.24	Have FCO appropriations been entered into the nonrecurring column A04? (GENR, LBR4 Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))	N/A				
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run OADA/OADR from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 65 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If 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 2016-17 data center costs, this can be completed by using the new State Data Center data processing services category (210001).					
TIP	If an appropriation made in the FY 2015-16 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.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y				

		Program or Service (Budget Entity Codes)				
Action		2180				
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				
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 Section 215.20, Florida Statutes 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				

		Program or Service (Budget Entity Codes)				
Action		2180				
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y				
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y				
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y				
8.25	Are current year September operating reversions appropriately shown in column A02?	Y				
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y				
8.27	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:						
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? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	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. (SC1R, DEPT)	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.					
9. SCHEDULE II (PSCR, SC2)						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? (BRAR, BRAA - Report should print "No Records Selected For This Request") Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See <i>Base Rate Audit</i> on page 161 of the LBR Instructions.)	Y				
10. SCHEDULE III (PSCR, SC3)						

		Program or Service (Budget Entity Codes)				
Action		2180				
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 OADI or OADR to identify agency other salary amounts requested.	Y				
11. SCHEDULE IV (EADR, SC4)						
11.1	Are the correct Information Technology (IT) issue codes used?	Y				
TIP If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.						
12. SCHEDULE VIIIA (EADR, SC8A)						
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate? Note: FCO issues can now be included in the priority listing.	Y				
13. SCHEDULE VIIIB-1 (EADR, S8B1)						
13.1	NOT REQUIRED FOR THIS YEAR	N/A				
14. SCHEDULE VIIIB-2 (EADR, S8B2)						
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				
15. SCHEDULE VIIIC (EADR, S8C) (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				
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				
AUDIT:						
15.6	Do the issues net to zero at the department level? (GENR, LBR5)	Y				
16. SCHEDULE XI (USCR, SCXI) (LAS/PBS Web - see page 110-114 of the LBR Instructions for detailed instructions)						
16.1	Agencies are required to generate this spreadsheet via the LAS/PBS Web. The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website. (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				
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
16.3	Does the FY 2014-15 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y				

		Program or Service (Budget Entity Codes)				
Action		2180				
16.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (Audit #1 should print "No Activities Found")	N/A				
16.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	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: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the <u>Schedule XL submitted again</u> .)	Y				
16.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found")	Y				
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

		Program or Service (Budget Entity Codes)				
Action		2180				
17. MANUALLY PREPARED EXHIBITS & SCHEDULES						
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) ?	N/A				
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				