



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

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

Brad King, Chair
State Attorney
Diamond R. Litty
Public Defender
Kathleen A. Smith
Public Defender
Brian Haas
State Attorney

LEGISLATIVE BUDGET REQUEST

Justice Administration
Tallahassee, Florida

September 16, 2019

Chris Spencer, Policy Director
Office of Policy and Budget
Executive Office of the Governor
1701 The Capitol
Tallahassee, Florida 32399-0001

Eric Pridgeon, Staff Director
House Appropriations Committee
221 The Capitol
Tallahassee, Florida 32399-1300

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Justice Administration is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2020-21 Fiscal Year. This submission has been approved by me as Executive Director for the Justice Administrative Commission on behalf of all agencies within the Department.

Sincerely,

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

Enclosure

The Justice Administrative Commission administratively serves the offices of State Attorney, Public Defender, Criminal Conflict and Civil Regional Counsel, Capital Collateral Regional Counsel, and the Statewide Guardian ad Litem Program; and performs compliance and financial review of court-appointed attorney and due process vendor bills.



OFFICE OF
STATE ATTORNEY
FIRST JUDICIAL CIRCUIT OF FLORIDA

LEGISLATIVE BUDGET REQUEST

Justice Administration
Tallahassee, Florida

September 16, 2019

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

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Justice Administration is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2020-21 Fiscal Year. This submission has been approved by William Eddins, State Attorney.

Sincerely,

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

WILLIAM EDDINS,
State Attorney, First Circuit



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 2020-2021 September 16, 2019

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

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

Cynthia 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 2020-21 Fiscal Year. This submission has been approved by Katherine Fernandez Rundle, State Attorney.

Sincerely,

KATHERINE FERNANDEZ RUNDLE
State Attorney

By: _____

Annette Perez
Executive Director



LARRY L. EGER
Public Defender

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

DESOTO COUNTY:

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

MANATEE COUNTY:

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

VENICE:

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

Please Reply To:

LEGISLATIVE BUDGET REQUEST

Justice Administration
Tallahassee, Florida

September 16, 2019

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

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Justice Administration is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2020-21 Fiscal Year. This submission has been approved by Larry L. Eger, Public Defender's Office, 12th Circuit.

Sincerely,


Larry L. Eger
Public Defender, 12th Circuit



State Attorney

ANDREW H. WARREN
Thirteenth Judicial Circuit
419 N. Pierce Street
Tampa, Florida 33602-4022
(813) 272-5400

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Justice Administration
Tallahassee, Florida

September 16, 2019

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

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Justice Administration is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2020-21 Fiscal Year. This submission has been approved by Gary S. Weisman, Chief of Staff.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gary S. Weisman".

Gary S. Weisman
Chief of Staff
Office of the State Attorney, 13th Judicial Circuit

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

1004 DeSoto Park Drive
Tallahassee, FL 32301

LEGISLATIVE BUDGET REQUEST

Capital Collateral Regional Counsel – Northern Region
Tallahassee, Florida

September 16, 2019

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

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Justice Administration is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2020-21 Fiscal Year. This submission has been approved by Robert S. Friedman as the Capital Collateral Regional Counsel – Northern Region.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert S. Friedman".

Robert S. Friedman
Capital Collateral Regional Counsel – North

LAW OFFICE OF THE
CAPITAL COLLATERAL REGIONAL COUNSEL-SOUTH

State of Florida



Neal A. Dupree
Capital Collateral Regional Counsel

110 S.E. 6th Street, Suite 701
Ft. Lauderdale, FL 33301
(954) 713-1284
(SC) 453-1284
FAX (954) 713-1299
FAX (SC) 453-1299

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

CCRC-South
Ft. Lauderdale

September 5, 2019

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

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

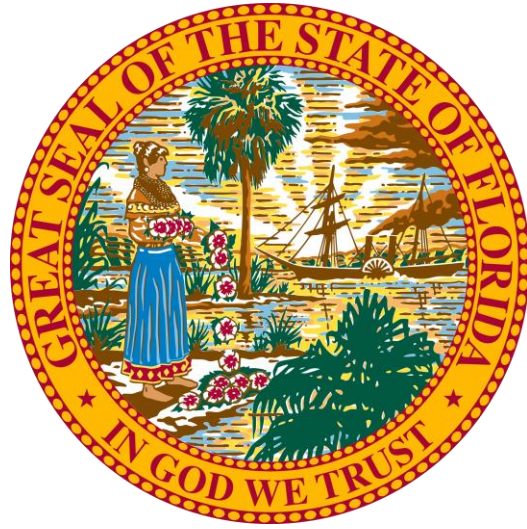
Cynthia Kynoch, Staff Director
Senate Committee on Appropriations
201 Capitol
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the CCRC-South is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2020-21 Fiscal Year. This submission has been approved by Neal A. Dupree.

A handwritten signature in black ink, appearing to read "Neal A. Dupree", is written over the text of the letter.

Neal A. Dupree
CCRC-South



Justice Administration

FY 2020-2021 Legislative Budget Request

Department Level Exhibits and Schedules

LEGISLATIVE BUDGET REQUEST FY 2020-2021

SCHEDULE VII: Agency Litigation Inventory		
Agency:	State Attorney's Office, Fourth Judicial Circuit	
Contact Person:	Stephen Siegel	Phone Number: 904-255-2933
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Bernard Albert Kruidbos vs. Melissa Nelson, in her capacity as State Attorney for the Fourth Judicial Circuit.	
Court with Jurisdiction:	Circuit Court, Fourth Judicial Circuit, Duval County	
Case Number:	2013-CA-007407-XXXX-MA	
Summary of the Complaint:	Plaintiff alleges the State Attorney's Office terminated his employment in retaliation for testimony he provided during an evidentiary hearing in a criminal case. The defense subpoenaed Kruidbos to testify at an evidentiary hearing regarding the State Attorney's Office's alleged mishandling of potentially exculpatory evidence found on the victim's cell phone.	
Amount of Claim:	\$ unspecified	
Specific Statutes or Laws (including GAA) Challenged	Section 112.3187, FS Public Whistleblower Act	
Status of the Case:		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
	Del Harrison	Office of the Attorney General or Division of Risk Management
	Alexander, Deganee Barnett	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).		

LEGISLATIVE BUDGET REQUEST FY 2020-2021

SCHEDULE VII: Agency Litigation Inventory		
Agency:	State Attorney, Eighth Judicial Circuit	
Contact Person:	Michelle Signer	Phone Number: 352-384-3008
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Michael Geary Wilson Complete this schedule if your agency is a party (plaintiff or defendant) in significant litigation in excess of \$500,000.	
Court with Jurisdiction:	In the Court of Appeal of the State of California First Appellate Court	
Case Number:	A147397	
Summary of the Complaint:	False Arrest	
Amount of Claim:	Unknown	
Specific Statutes or Laws (including GAA) Challenged		
Status of the Case:	Unknown	
Who is representing (of record) the state in this lawsuit? Check all that apply.	Office of the Attorney General	Agency Counsel
		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).	Unknown	

SCHEDULE VII: Agency Litigation Inventory

Agency:	State Attorney's Office, 13th Circuit		
Contact Person:	Robin Menendez	Phone Number:	813-274-1932
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Magan White (2nd Case) v. Andrew Warren		
Court with Jurisdiction:	Hillsborough County		
Case Number:	18-CV-1769 (M.D. Fla. July 19, 2018)		
Summary of the Complaint:	"Notice of Intent to Initiate Litigation against Mr. Warren for negligent hiring, retention, and supervision, and for any other civil claim available to Ms. White against Mr. Warren"		
Amount of Claim:	None Listed		
Specific Statutes or Laws (including GAA) Challenged	Chapter 768		
Status of the Case:	w/Risk Management		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	Division of Risk Management	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:	State Attorney's Office, 13th Circuit		
Contact Person:	Robin Menendez	Phone Number:	813-274-1932
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Joseph D. Gilberti, Jr., P.E. (1st Case) v. Federal Reserve System, Board of Governors, et., al.		
Court with Jurisdiction:	Hillsborough County		
Case Number:	1:19-cv-00738		
Summary of the Complaint:	"Violation of RICO, 18 U.S.C. § 1964-1968 et seq (a), (b), (c), and (d)"		
Amount of Claim:	None Listed		
Specific Statutes or Laws (including GAA) Challenged	18 U.S.C. § 1964-1968 et seq (a), (b), (c), and (d)		
Status of the Case:	w/Risk Management		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	Division of Risk Management	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:	State Attorney's Office, 13th Circuit		
Contact Person:	Robin Menendez	Phone Number:	813-274-1932
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Joseph D. Gilberti, Jr. P.E., an (2nd Case) Individual and licensed Professional Engineer v. Ron DeSantis, Governor, State of Florida, , et. Al		
Court with Jurisdiction:	Hillsborough County		
Case Number:	19-cv-00282		
Summary of the Complaint:	Violation of RICO, 18 U.S.C. § 1964-1968 et seq (a), (b), (c), and (d)"		
Amount of Claim:	None Listed		
Specific Statutes or Laws (including GAA) Challenged	18 U.S.C. § 1964-1968 et seq (a), (b), (c), and (d)"		
Status of the Case:	w/Risk Management		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	Division of Risk Management	Office of the Attorney General or Division of Risk Management	
		Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

LEGISLATIVE BUDGET REQUEST FY 2020-2021

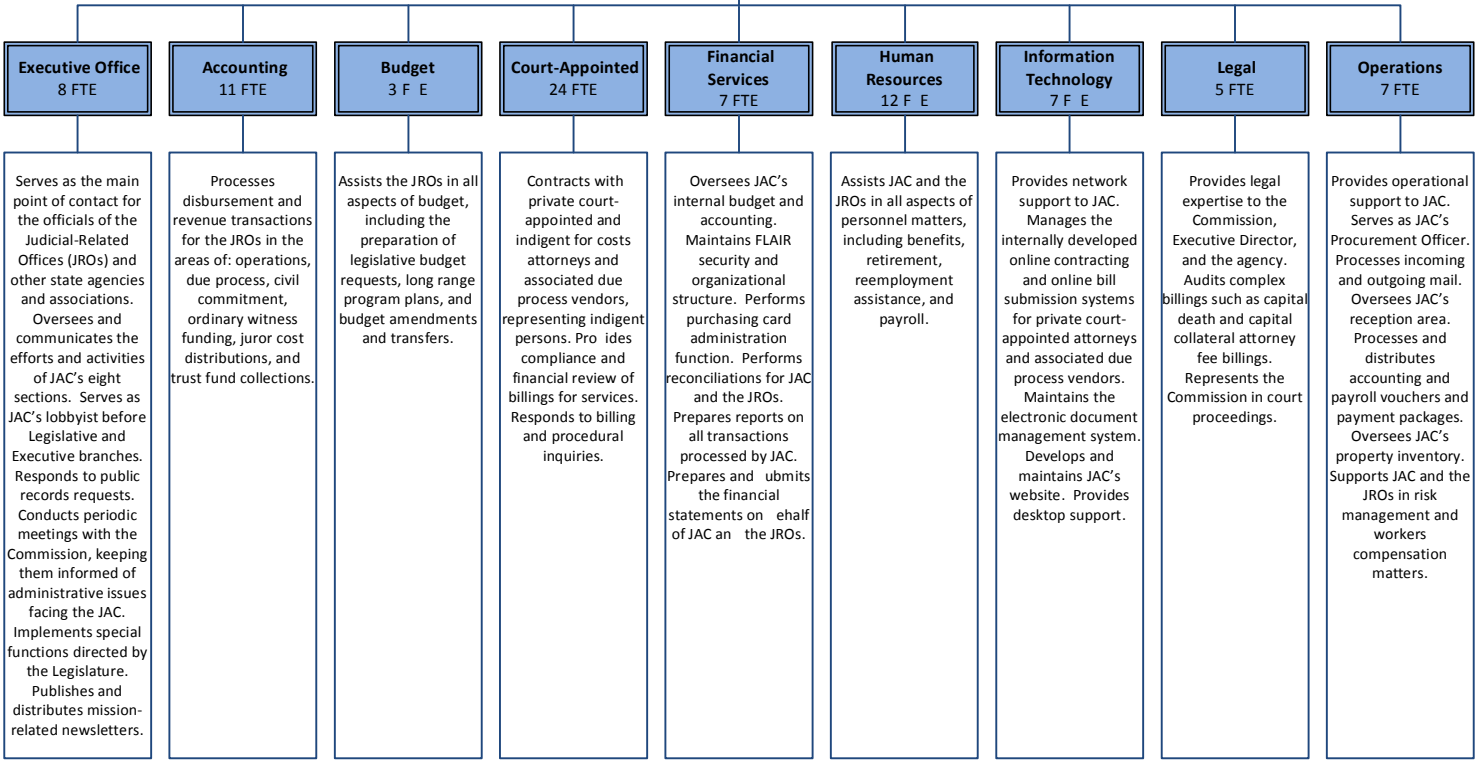
SCHEDULE VII: Agency Litigation Inventory		
Agency:	State Attorney's Office, 14th Judicial Circuit	
Contact Person:	Laurie Hughes, Executive Dir.	Phone Number: 850-872-4473
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Christine D. Smallwood Miranda v. Glenn Hess, in his official capacity as State Attorney, Fourteenth Judicial Circuit	
Court with Jurisdiction:	United States District Court, Northern District of Florida (removed)	
Case Number:	5:19cv107-MCR-MJF	
Summary of the Complaint:	<p>Gender/Sexual Orientation Discrimination, National Origin/Race Discrimination, Disability Discrimination, Retaliation</p> <p>In the Florida Commission on Human Relations proceeding, there was a determination of No Reasonable Cause to believe that an unlawful employment practice occurred. The US EEOC adopted the finding of the FCHR.</p>	
Amount of Claim:	In excess of \$15,000	
Specific Statutes or Laws (including GAA) Challenged		
Status of the Case:	Pending	
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 (Jamie Ito, Ito Law PLLC)
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	Not a class action	

JUSTICE ADMINISTRATIVE COMMISSION
Effective July 1, 2019

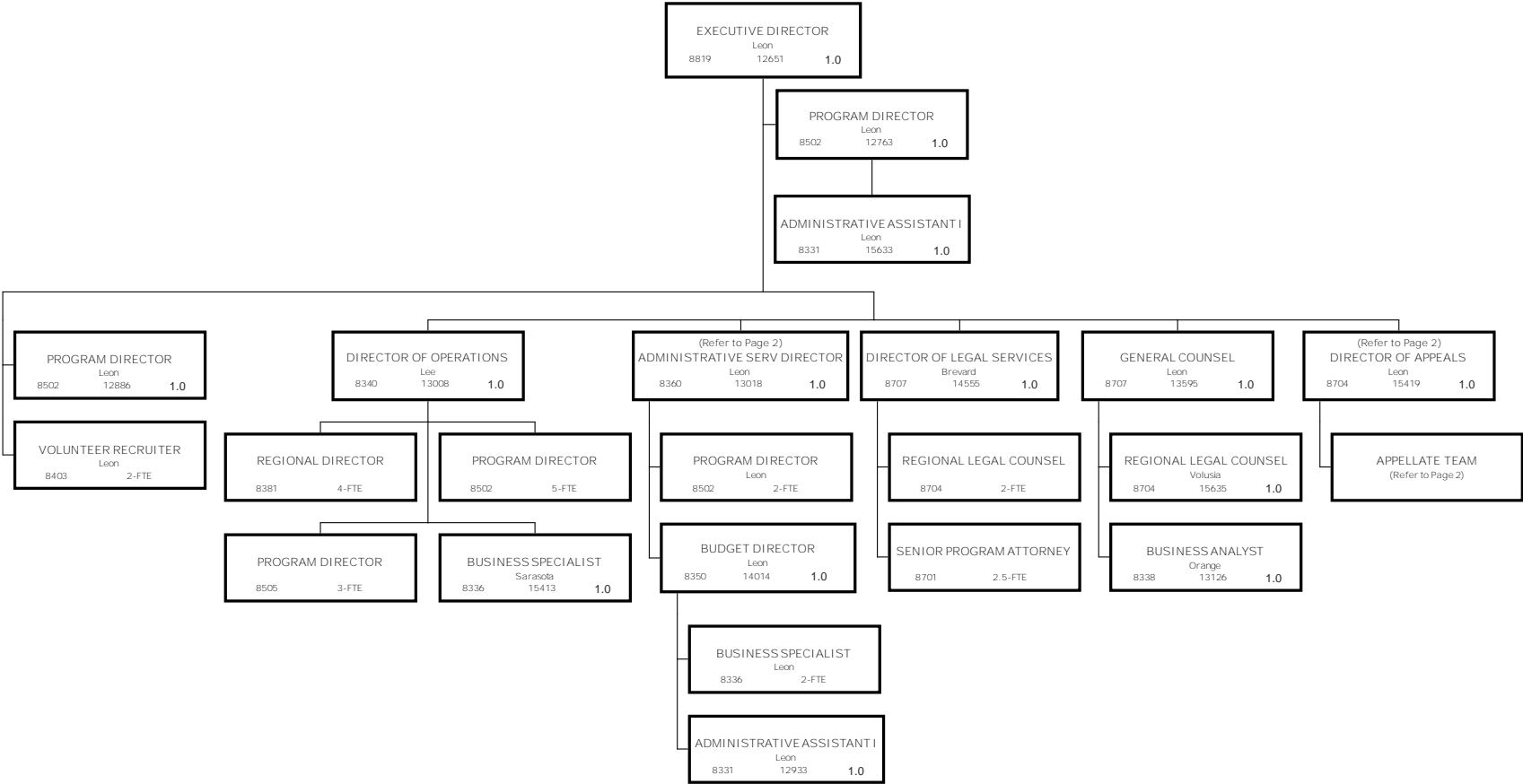


Commissioners
Brad King, Chair, State Attorney, Fifth Judicial Circuit
Diamond R. Litty, Public Defender, Nineteenth Judicial Circuit
Kathleen A. Smith, Public Defender, Twentieth Judicial Circuit
Brian Haas, State Attorney, Tenth Judicial Circuit

Executive Director



GUARDIAN AD LITEM STATE OFFICE ORGANIZATIONAL CHART JULY 1, 2019 45.5 FTE



ADMINISTRATIVE SERV DIRECTOR
Leon
8360 13018

CHIEF INFORMATION OFFICER
Leon
8370 13019 1.0

SR NETWORK SYSTEMS ANALYST
Leon
8413 15760 1.0

NETWORK SYSTEMS ANALYST
Leon
8334 15405 1.0

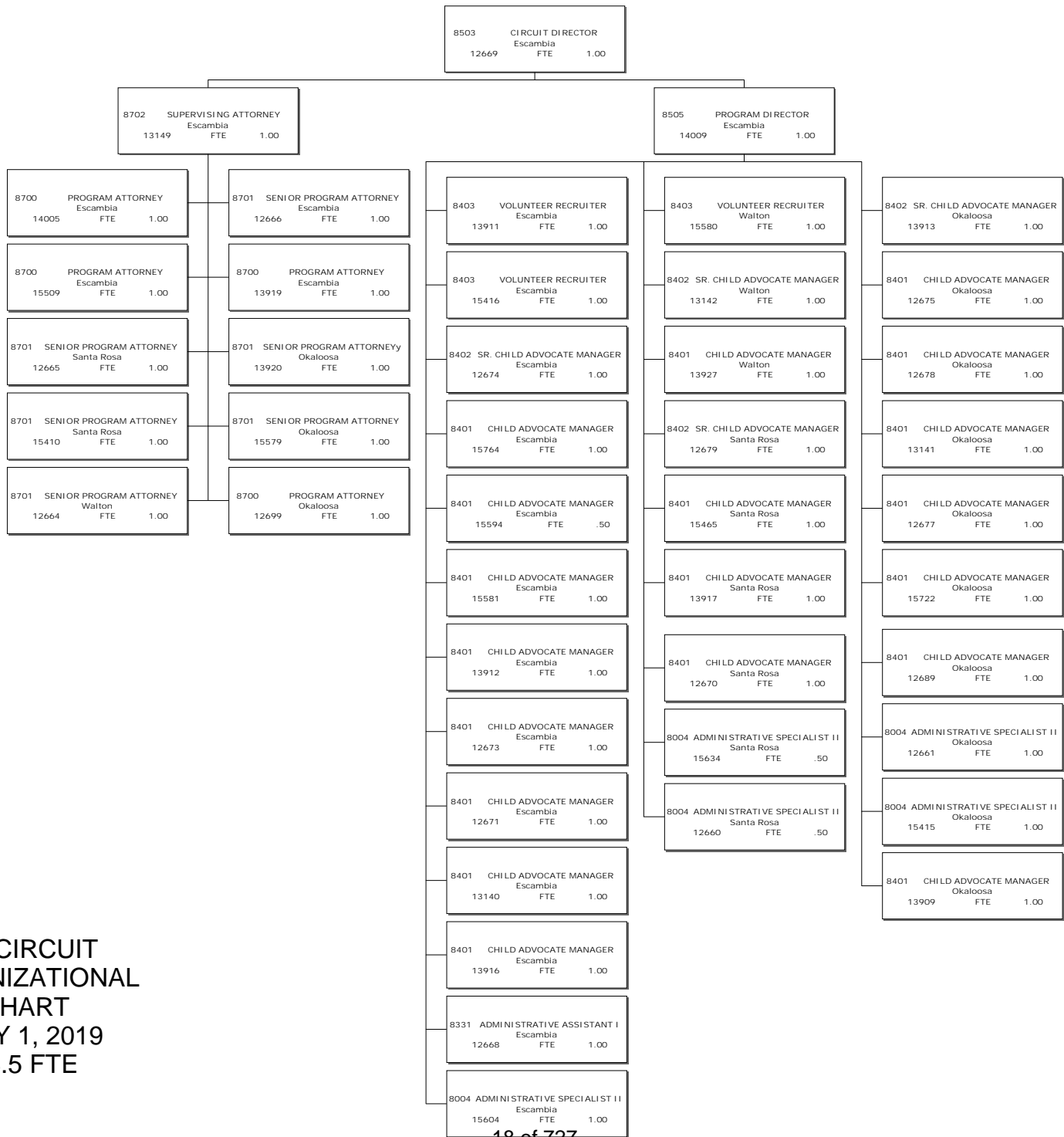
DIRECTOR OF APPEALS
Leon
8704 15419

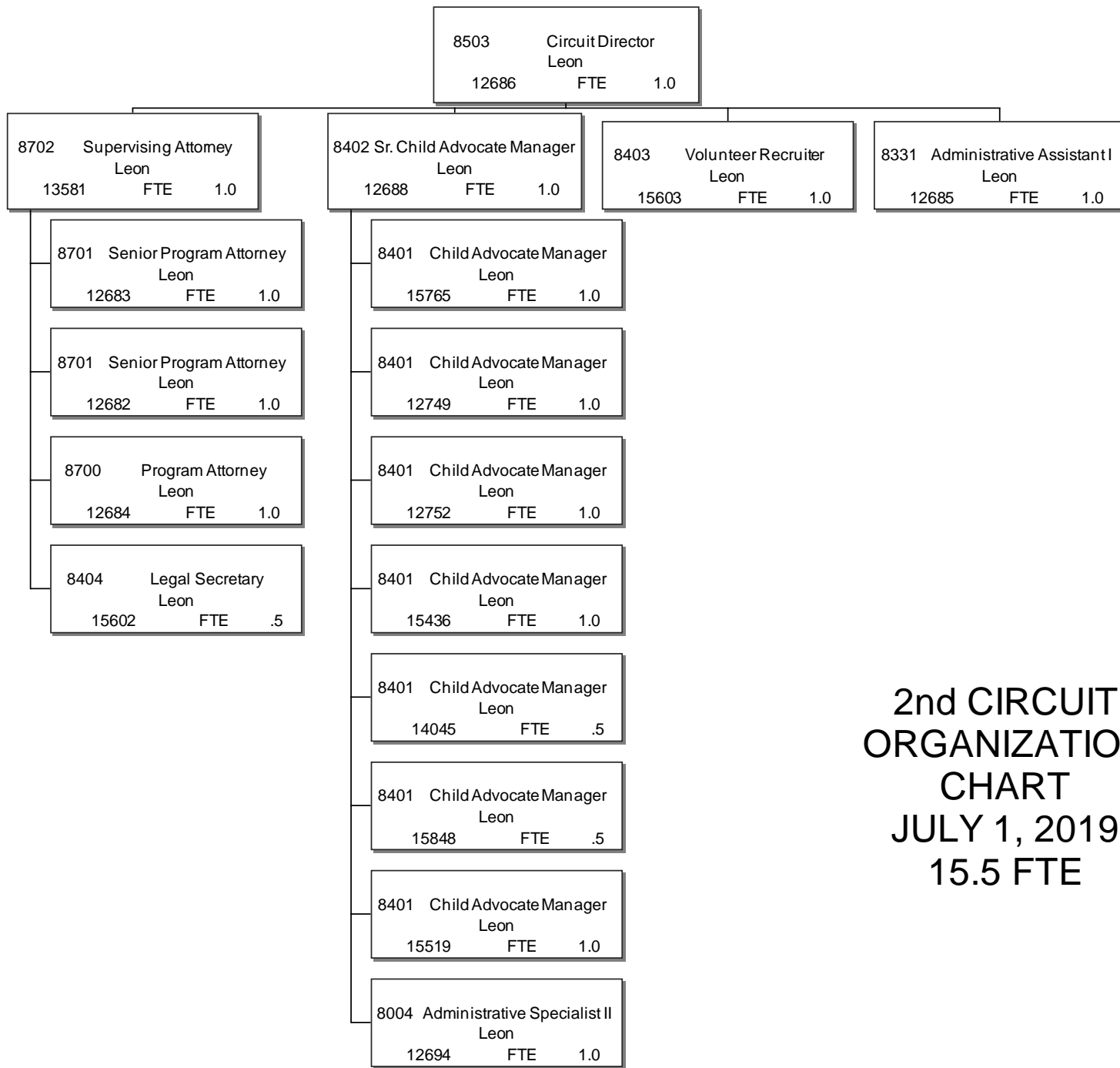
LEGAL SECRETARY
St. Lucie
8404 15523 1.0

ADMINISTRATIVE ASSISTANT II
Leon
8332 15638 1.0

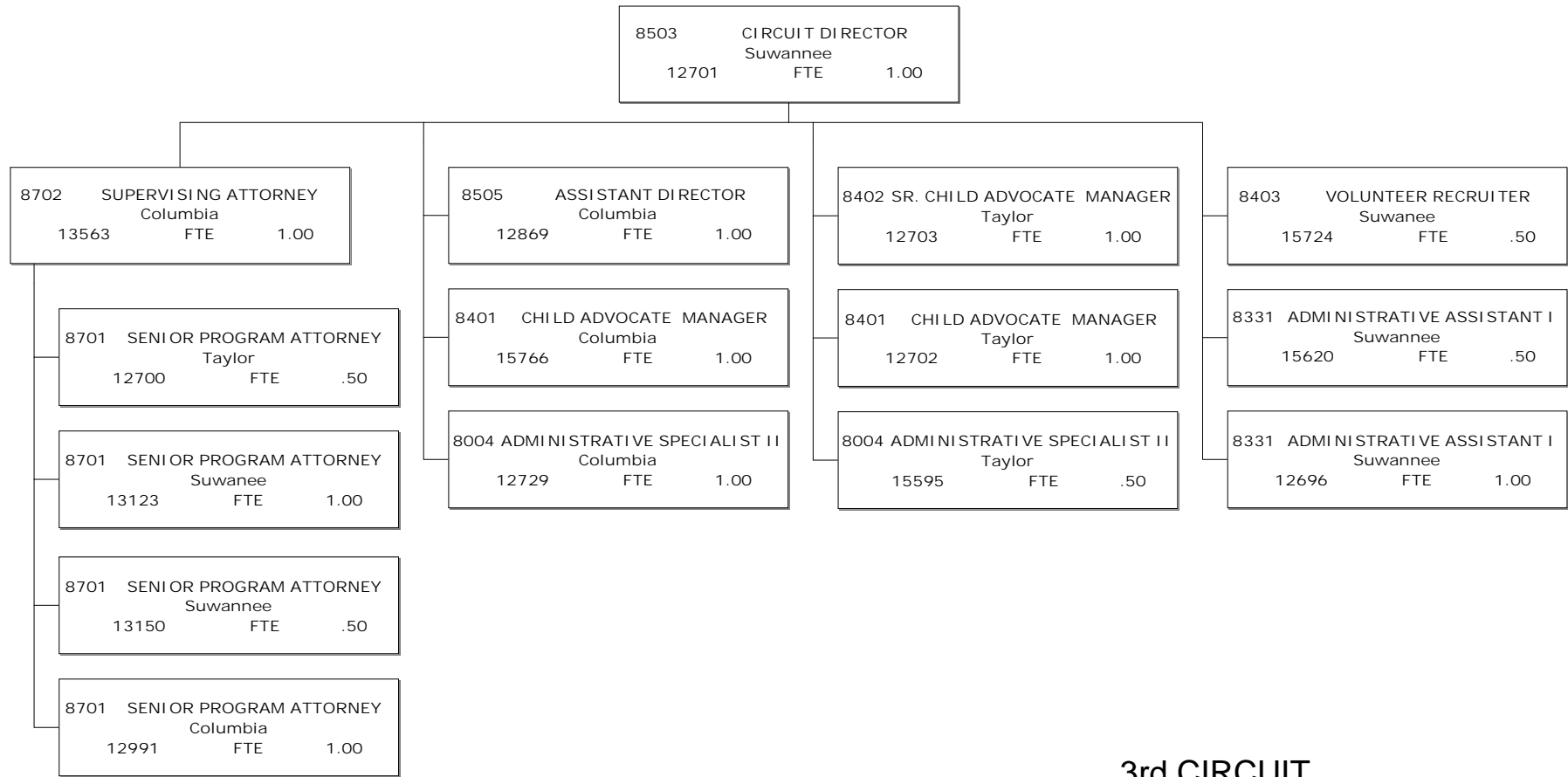
SENIOR ATTORNEY
Leon
8701 4-FTE

1st CIRCUIT
 ORGANIZATIONAL
 CHART
 JULY 1, 2019
 43.5 FTE

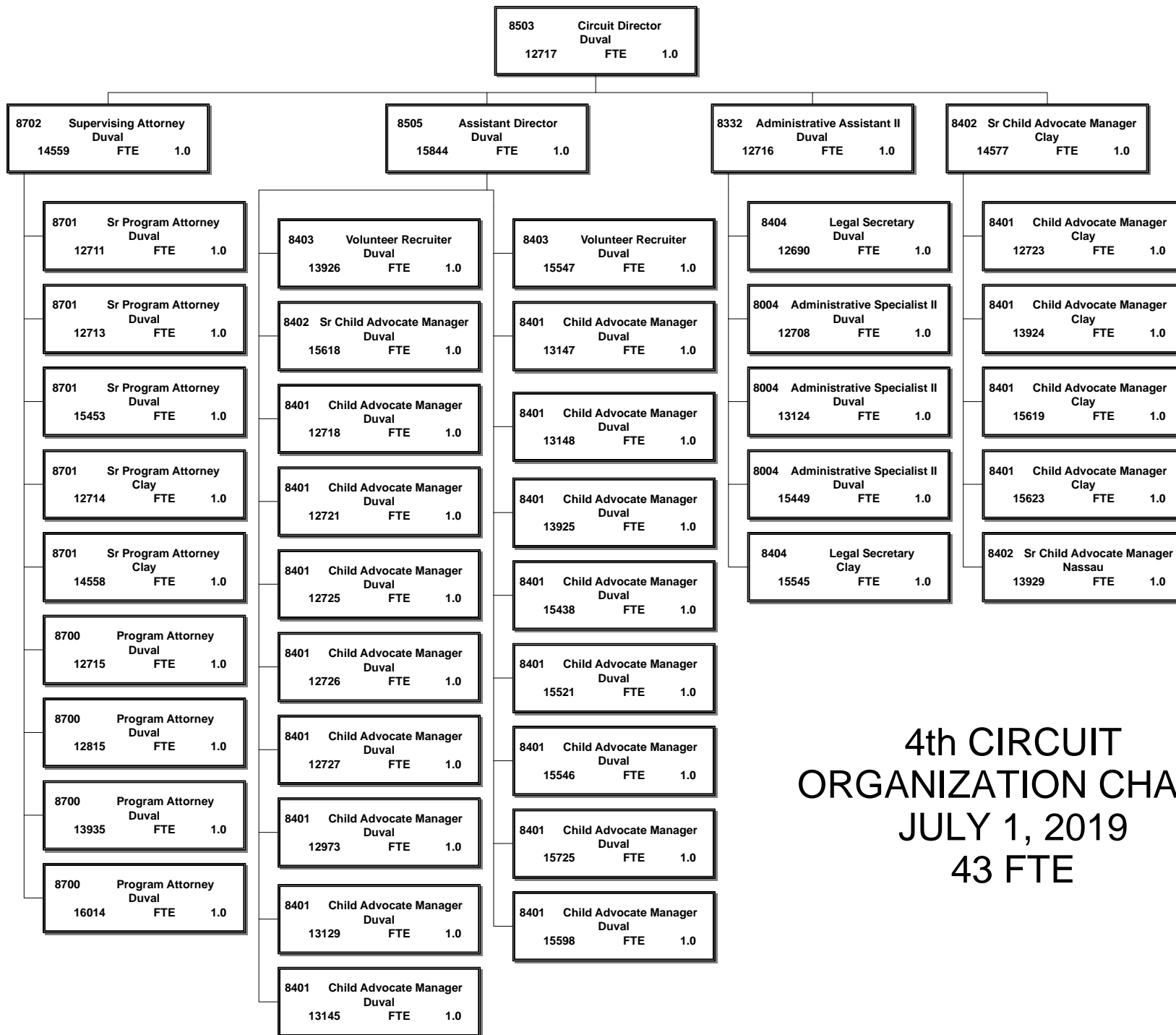




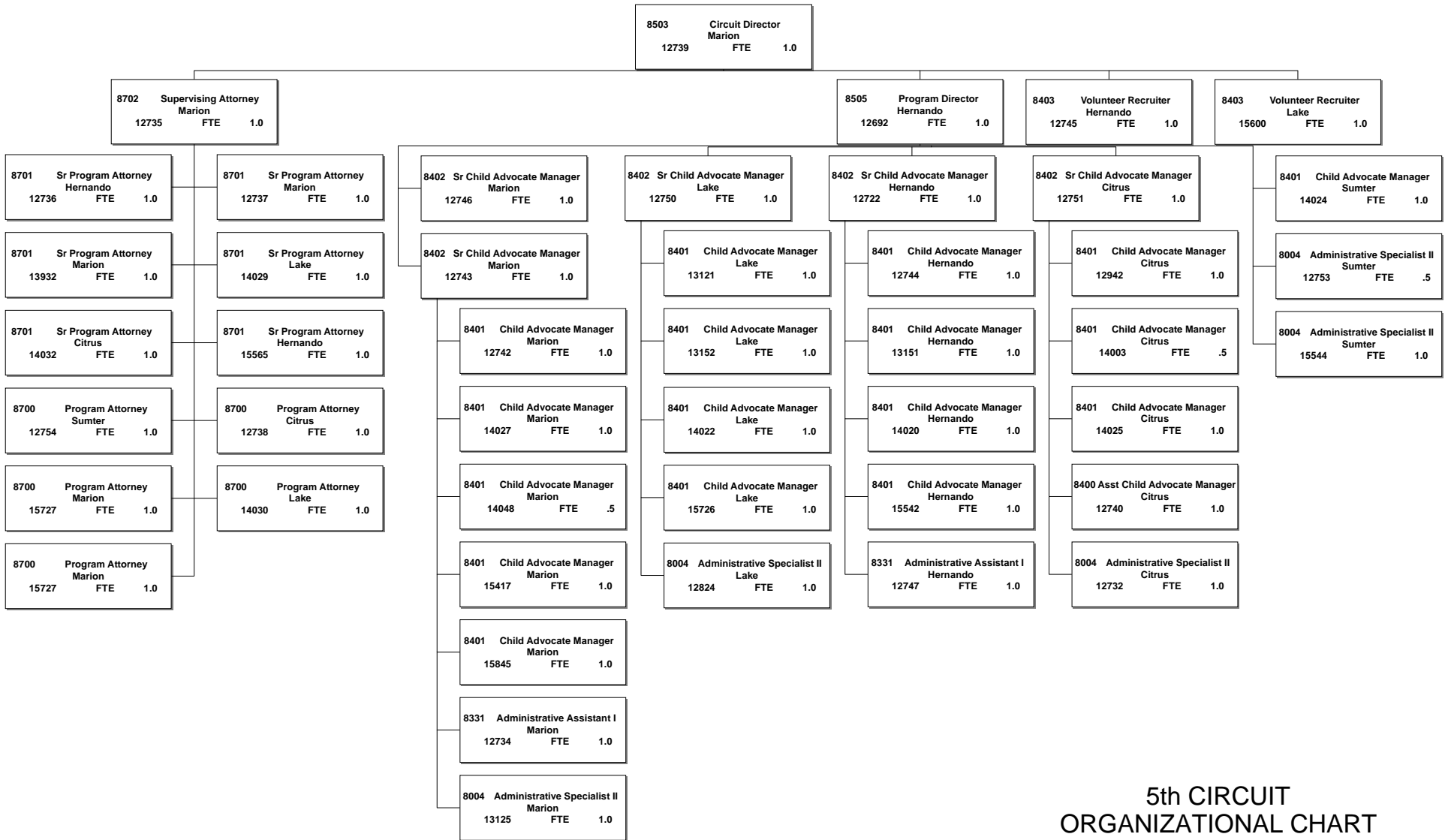
**2nd CIRCUIT
 ORGANIZATION
 CHART
 JULY 1, 2019
 15.5 FTE**



**3rd CIRCUIT
 ORGANIZATIONAL CHART
 JULY 1, 2019
 12.5 FTE**

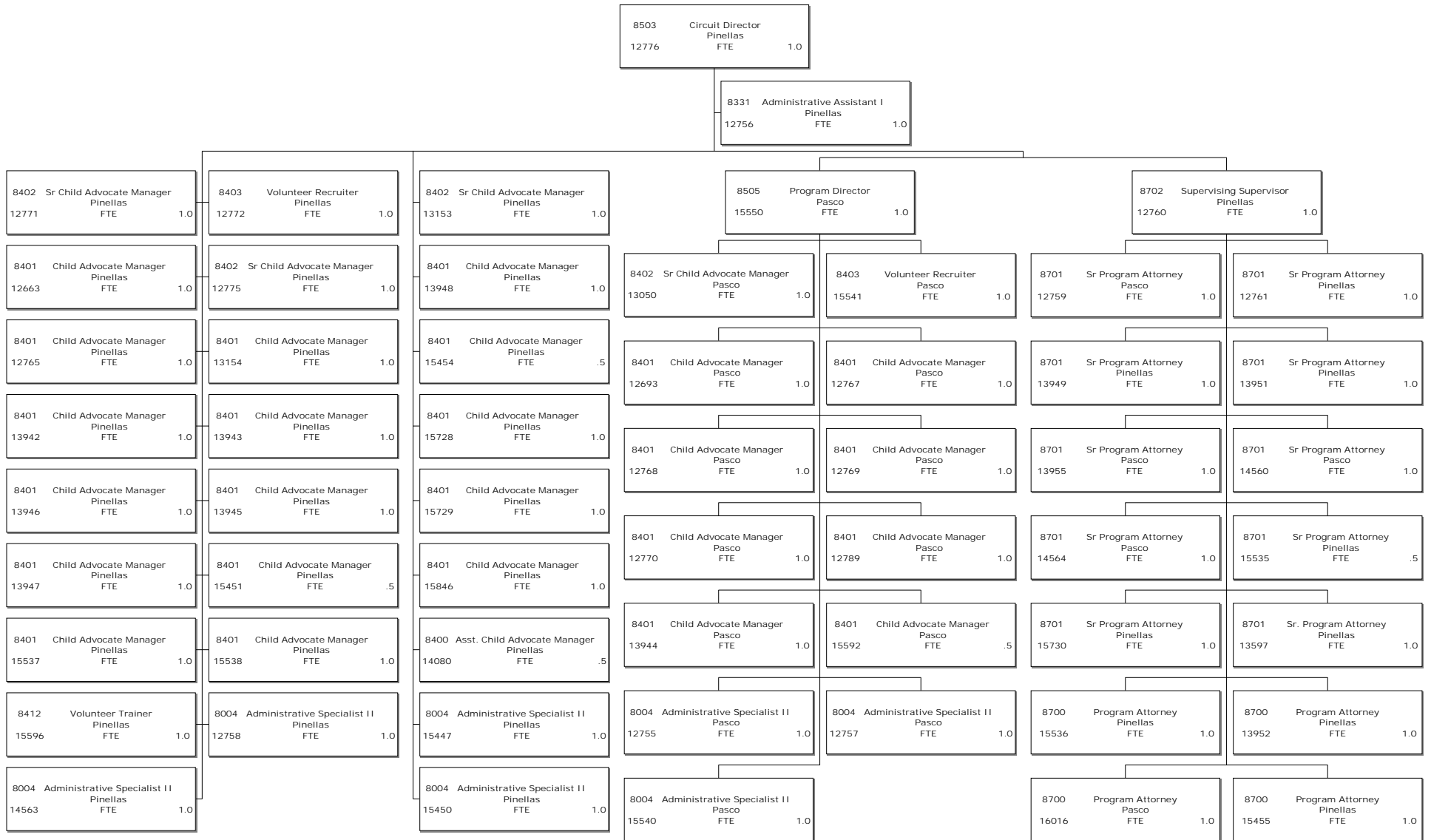


**4th CIRCUIT
 ORGANIZATION CHART
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 43 FTE**

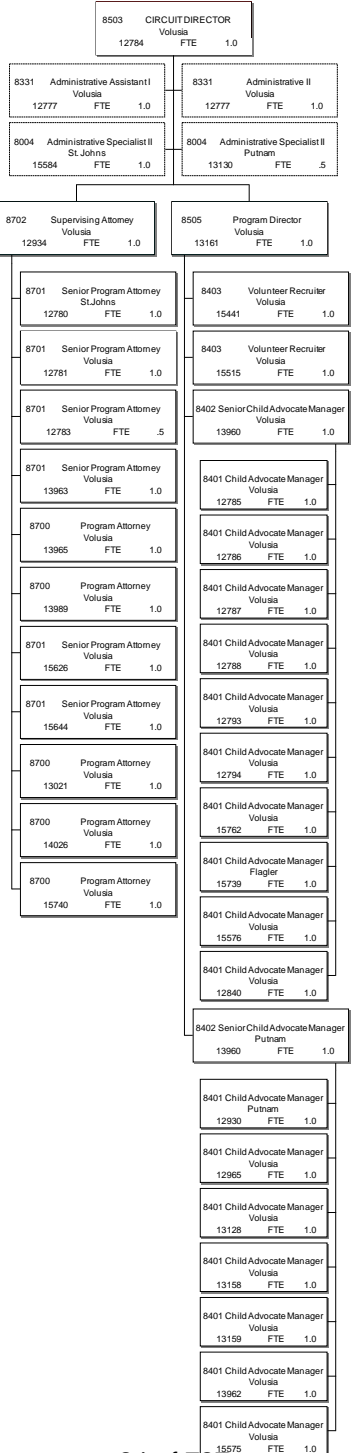


5th CIRCUIT
ORGANIZATIONAL CHART
JULY 1, 2019
44.5 FTE

6th CIRCUIT
 ORGANIZATION CHART
 JULY 1, 2019
 54.5 FTE



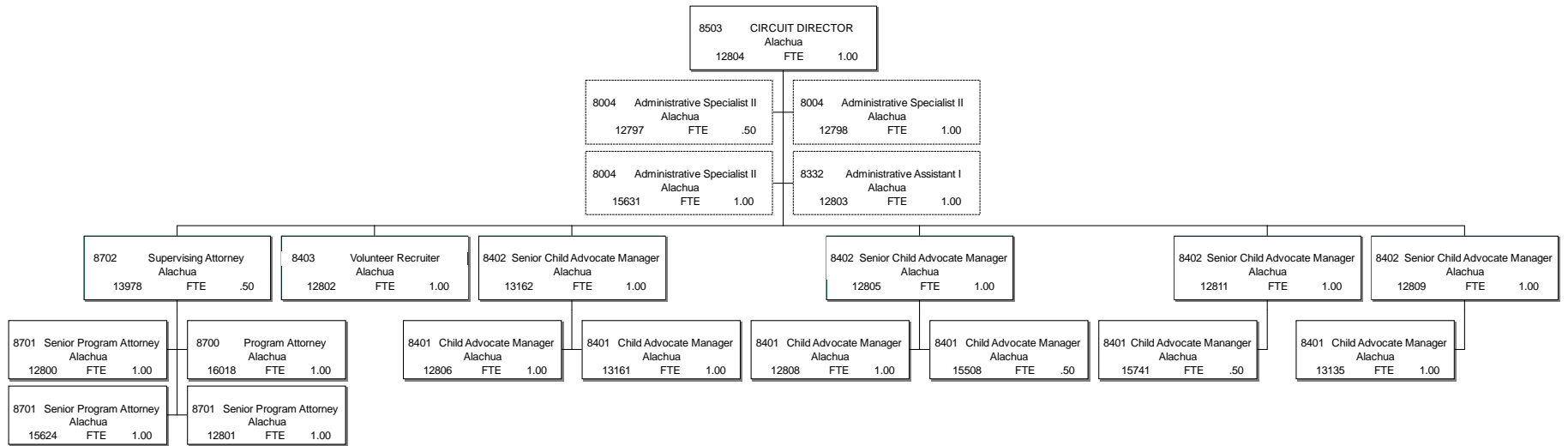
7th Circuit Organizational Chart
 FTE: 38.5
 7/1/2019



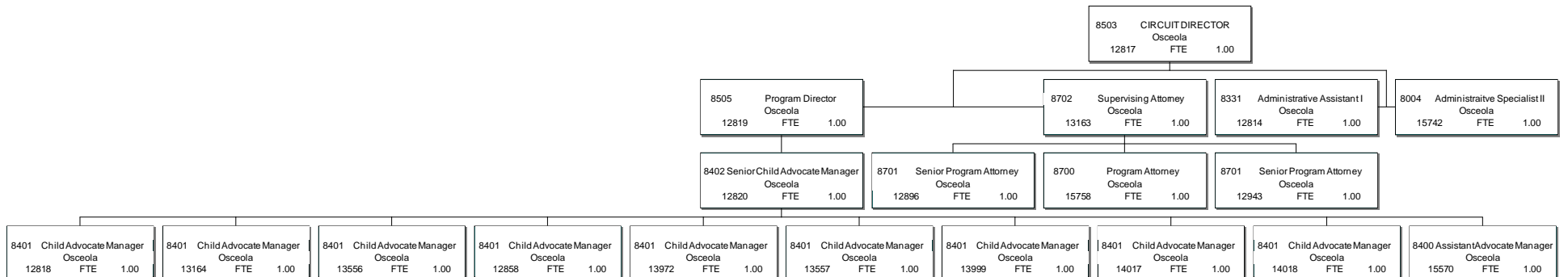
8th Circuit Organizational Chart

FTE: 19.50

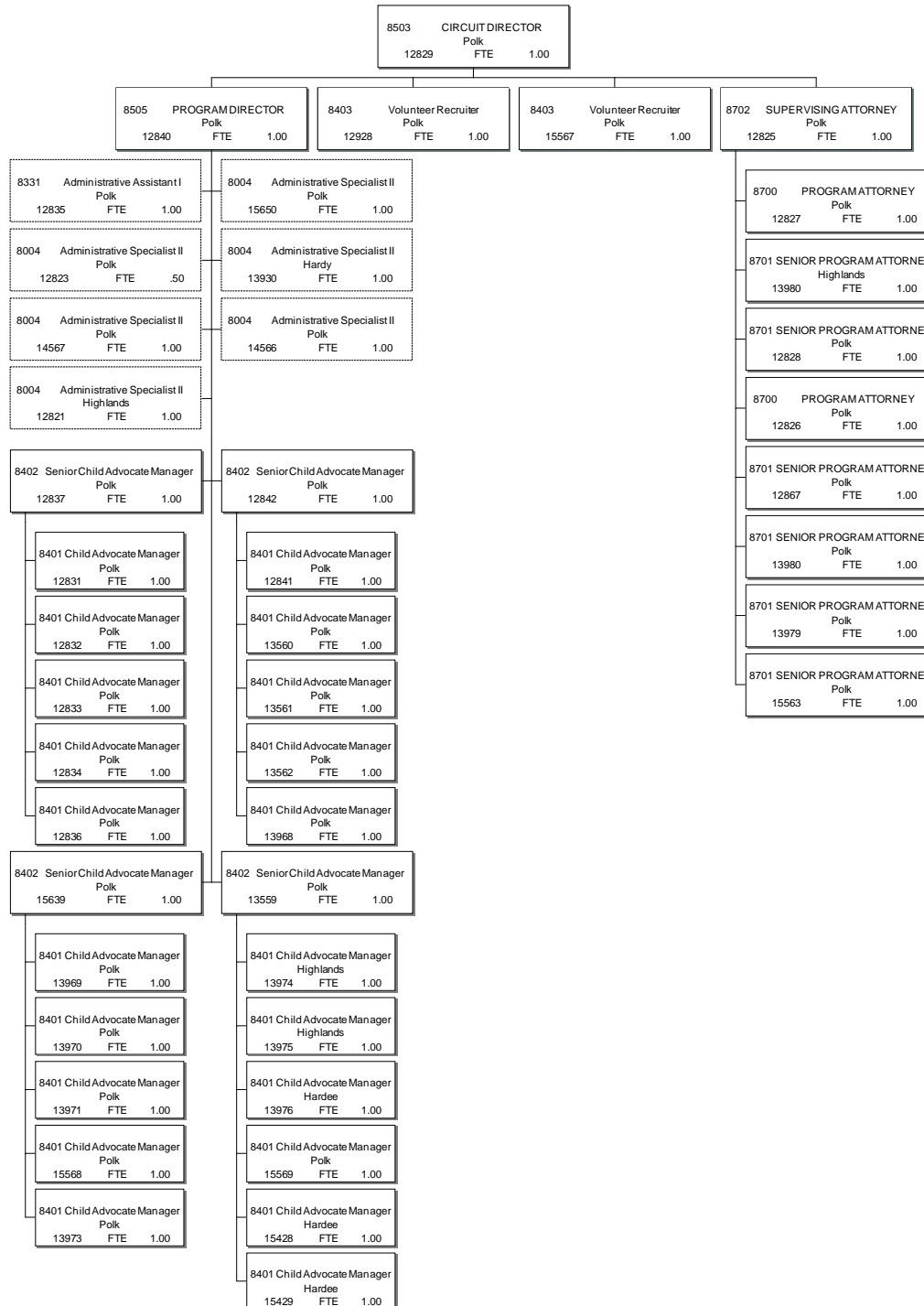
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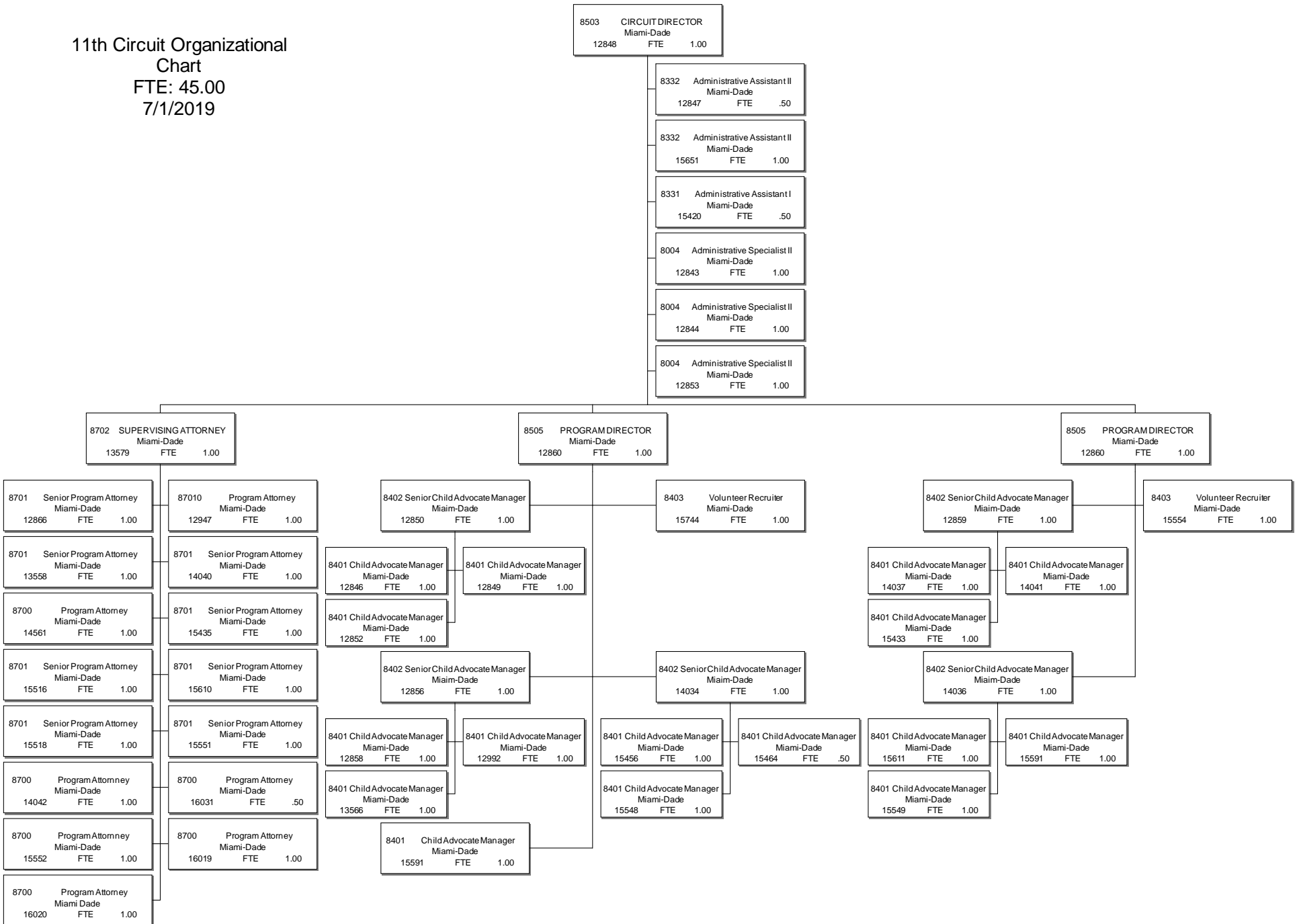
9th Circuit Organizational Chart
 20.00 FTE
 7/1/2019



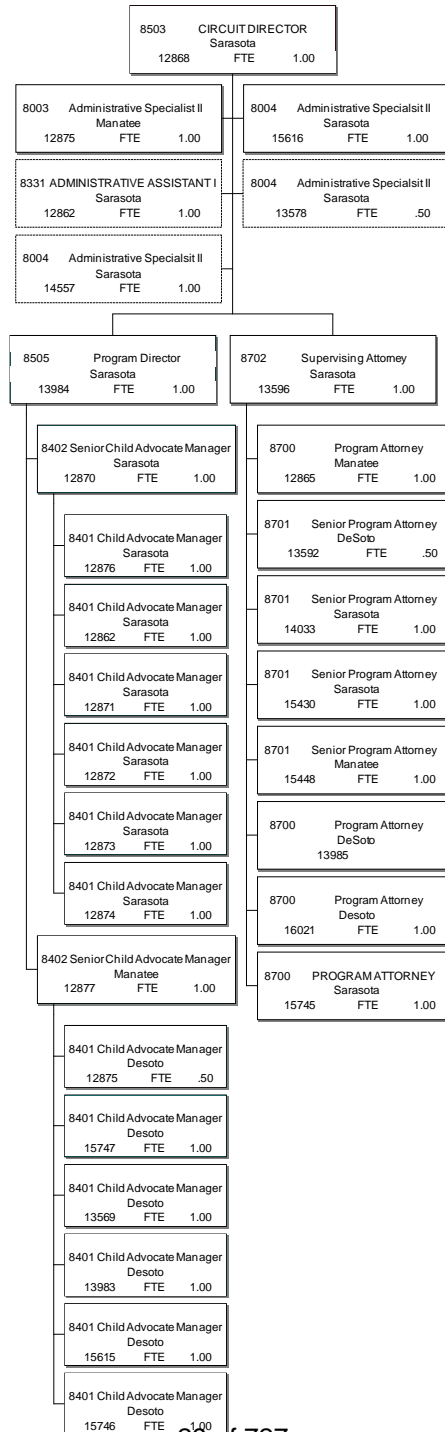
10th Circuit
Organizational Chart
FTE: 44.50
7/1/2019



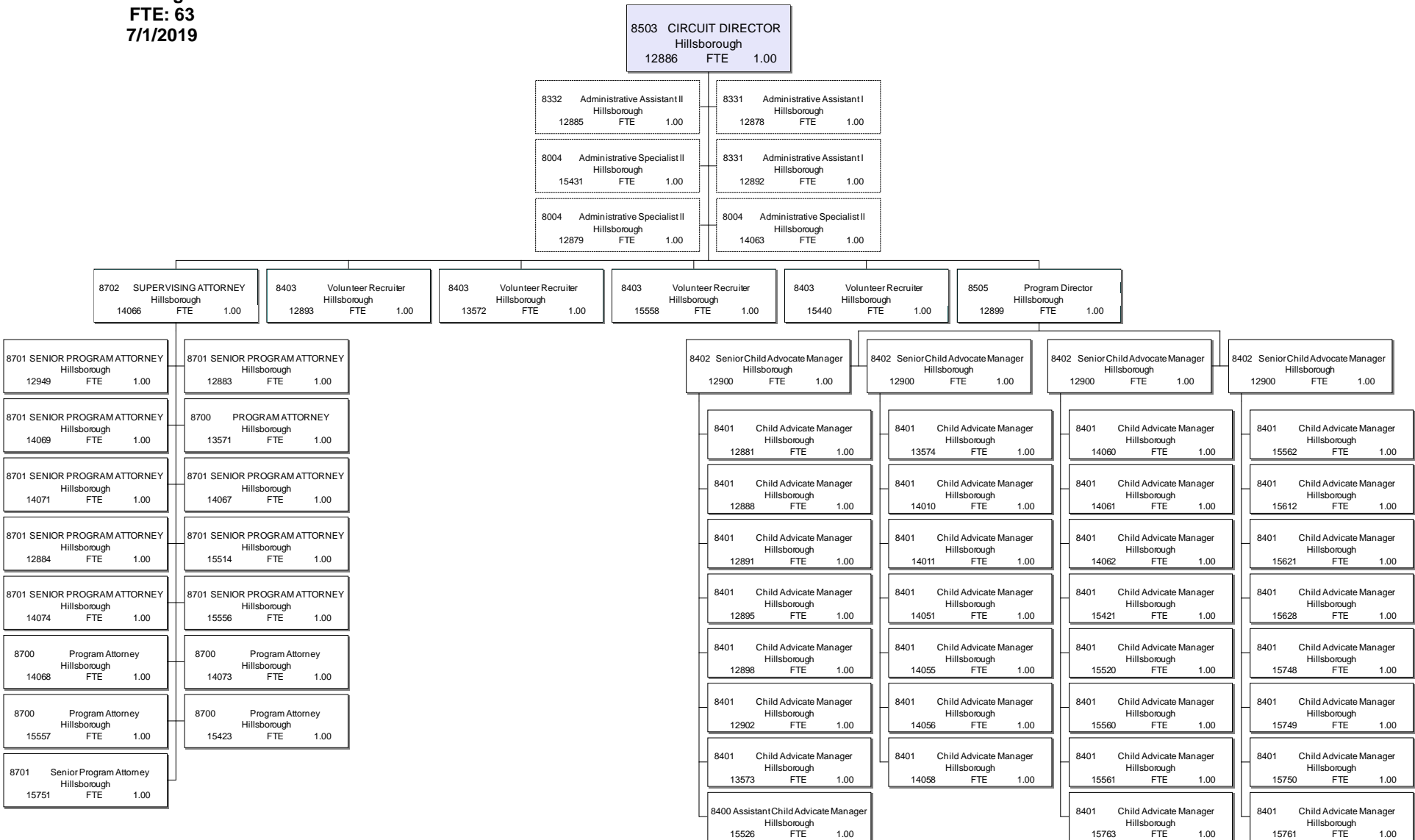
11th Circuit Organizational
Chart
FTE: 45.00
7/1/2019



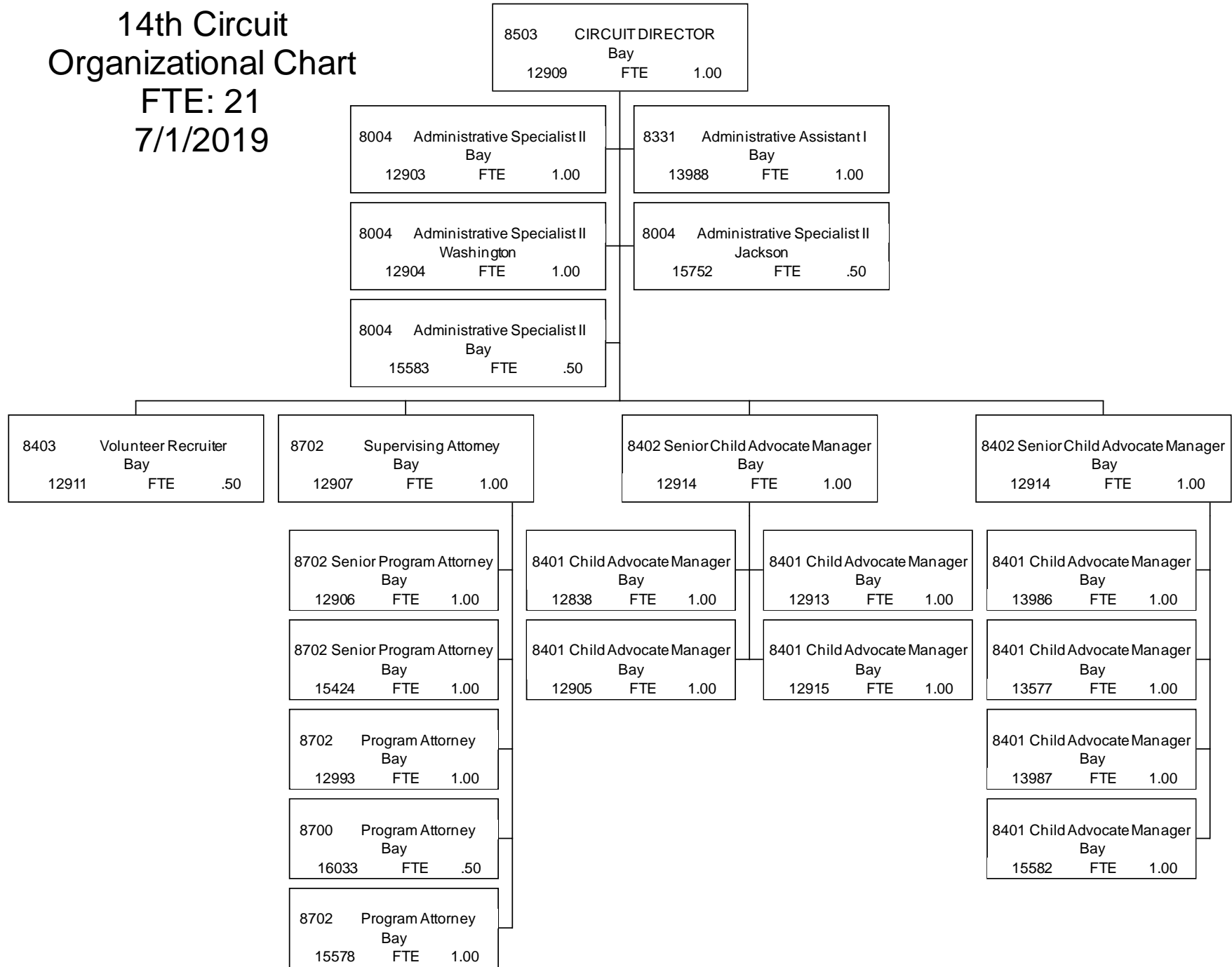
12th Circuit Organizational Chart
 FTE:29.50
 7/1/2018



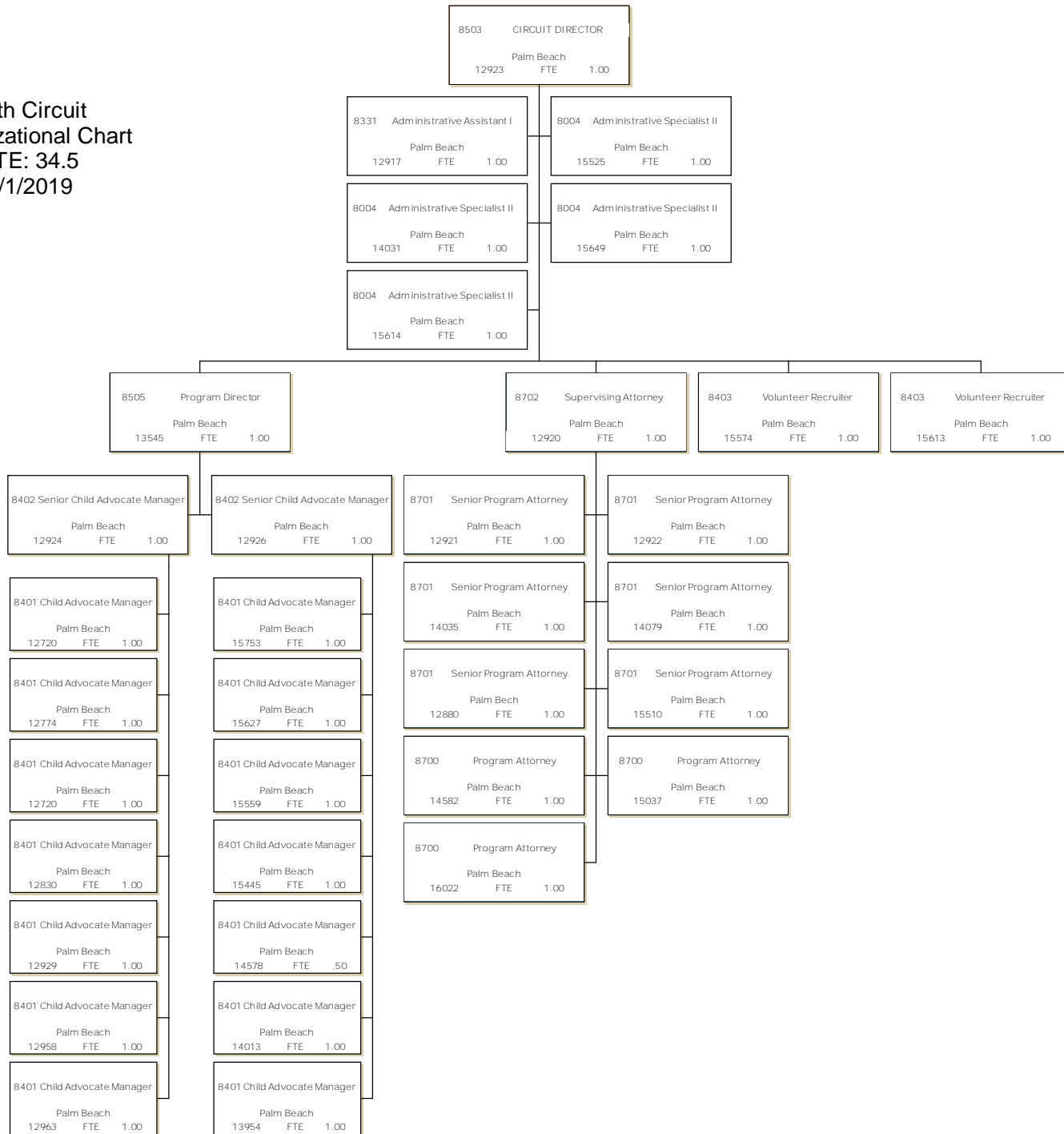
13th Circuit Organizational
FTE: 63
7/1/2019



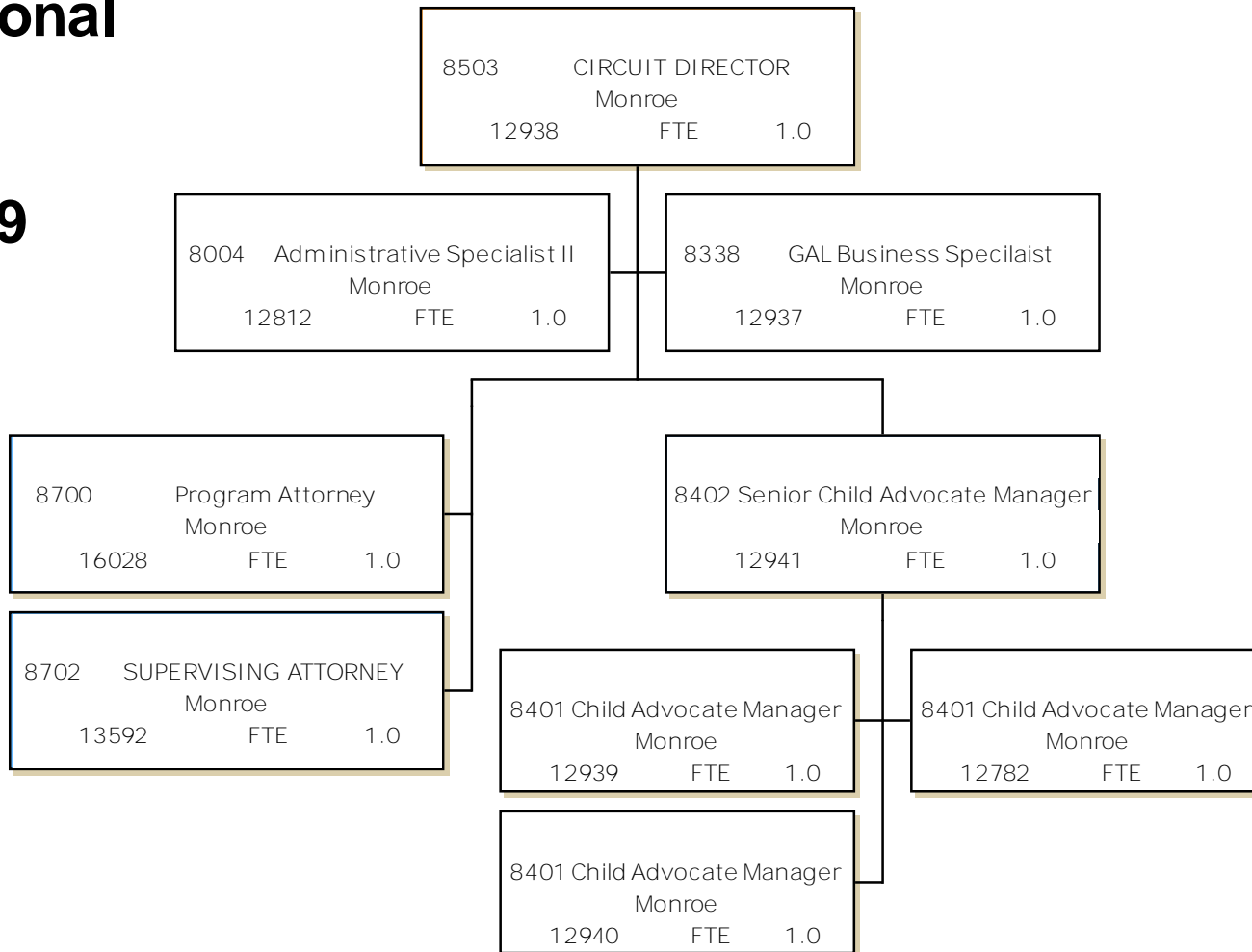
14th Circuit
 Organizational Chart
 FTE: 21
 7/1/2019



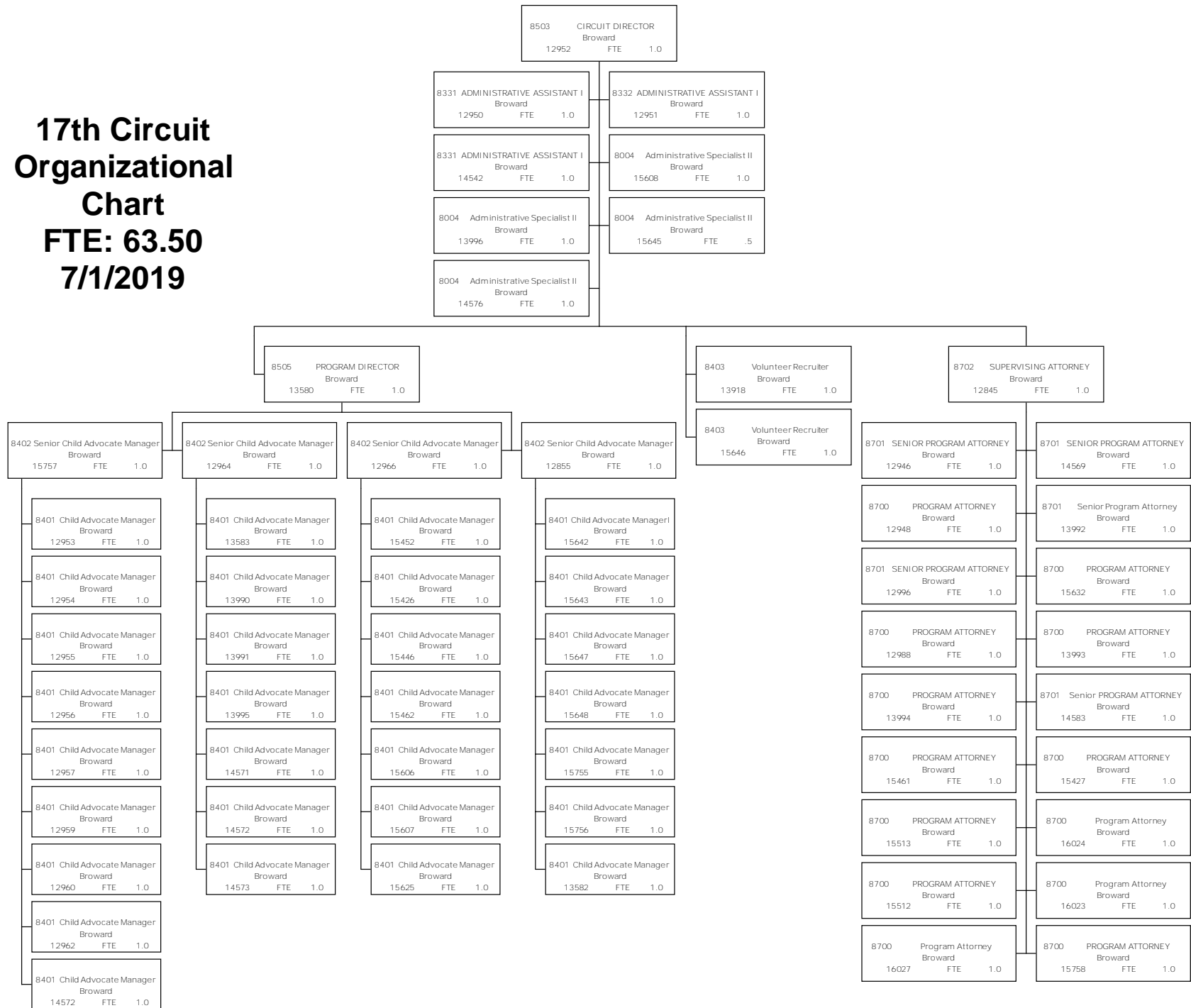
15th Circuit
Organizational Chart
FTE: 34.5
7/1/2019



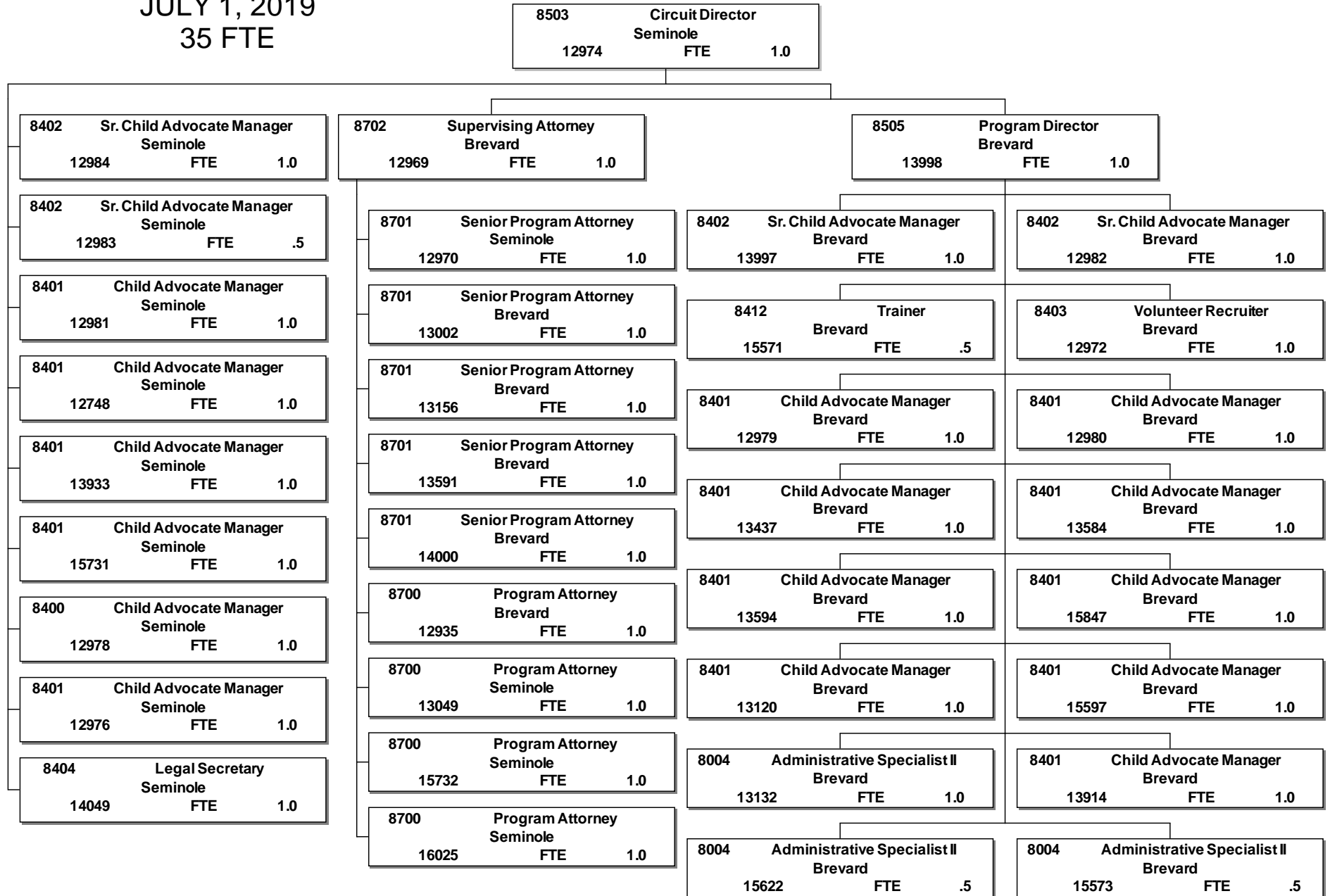
**16th Circuit
Organizational
Chart
FTE: 9
7/1/2019**



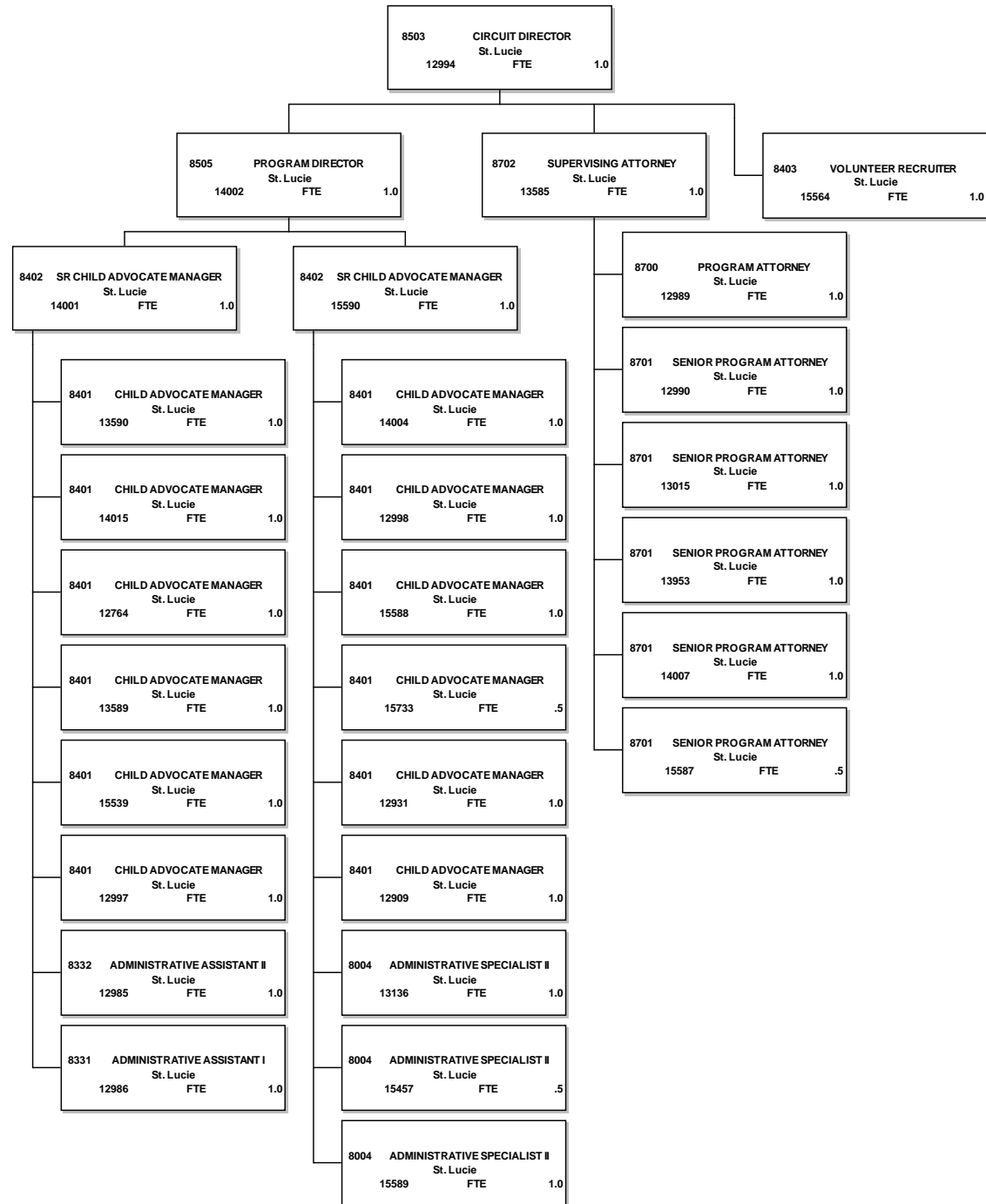
**17th Circuit
Organizational
Chart
FTE: 63.50
7/1/2019**



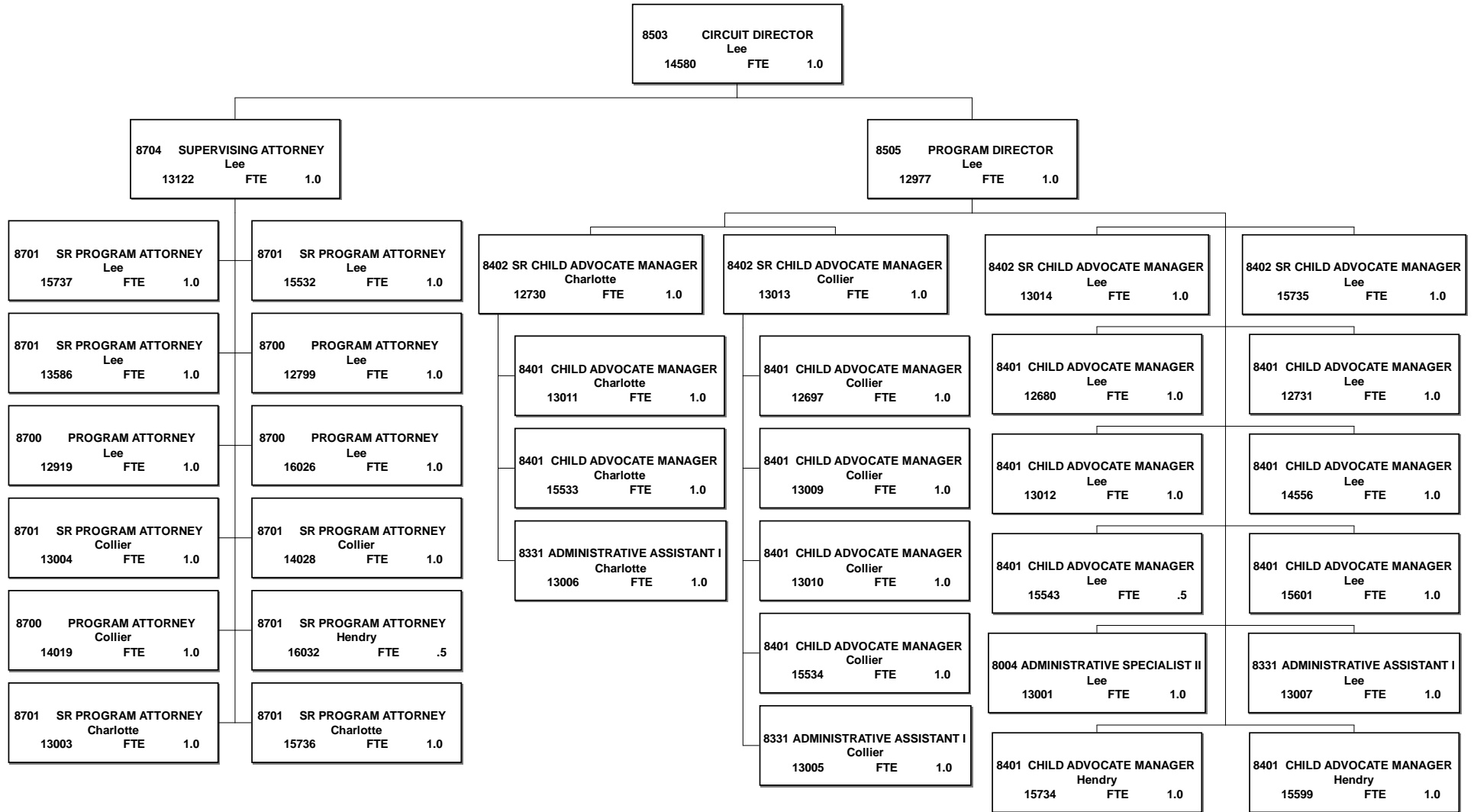
18th CIRCUIT
 ORGANIZATIONAL CHART
 JULY 1, 2019
 35 FTE

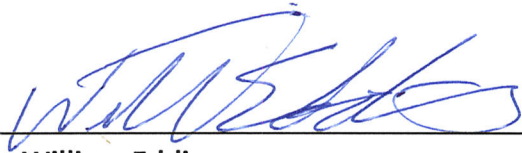


19th CIRCUIT
 ORGANIZATIONAL CHART
 JULY 1, 2019
 27.5 FTE



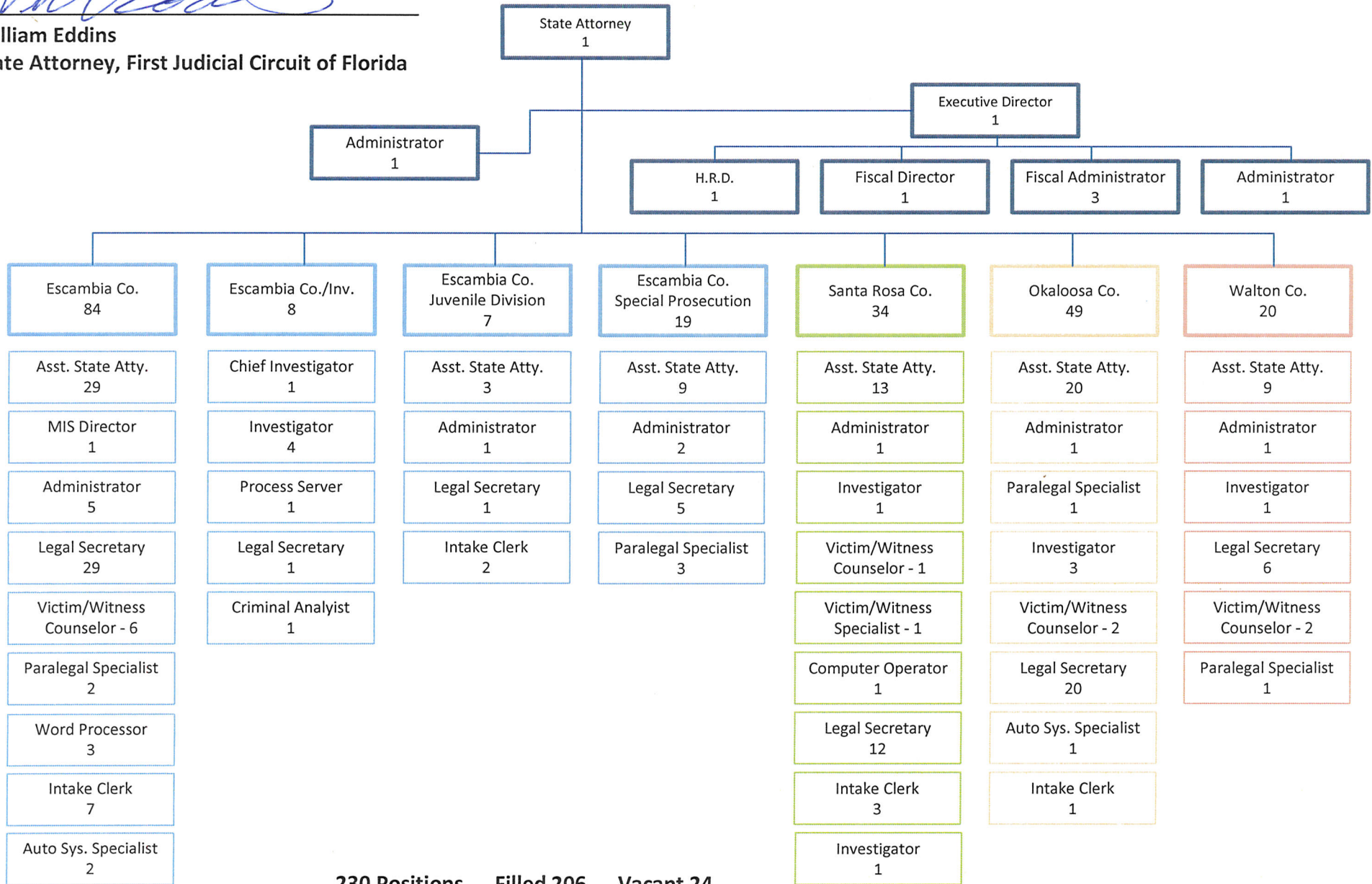
20th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2019 36 FTE





William Eddins
State Attorney, First Judicial Circuit of Florida

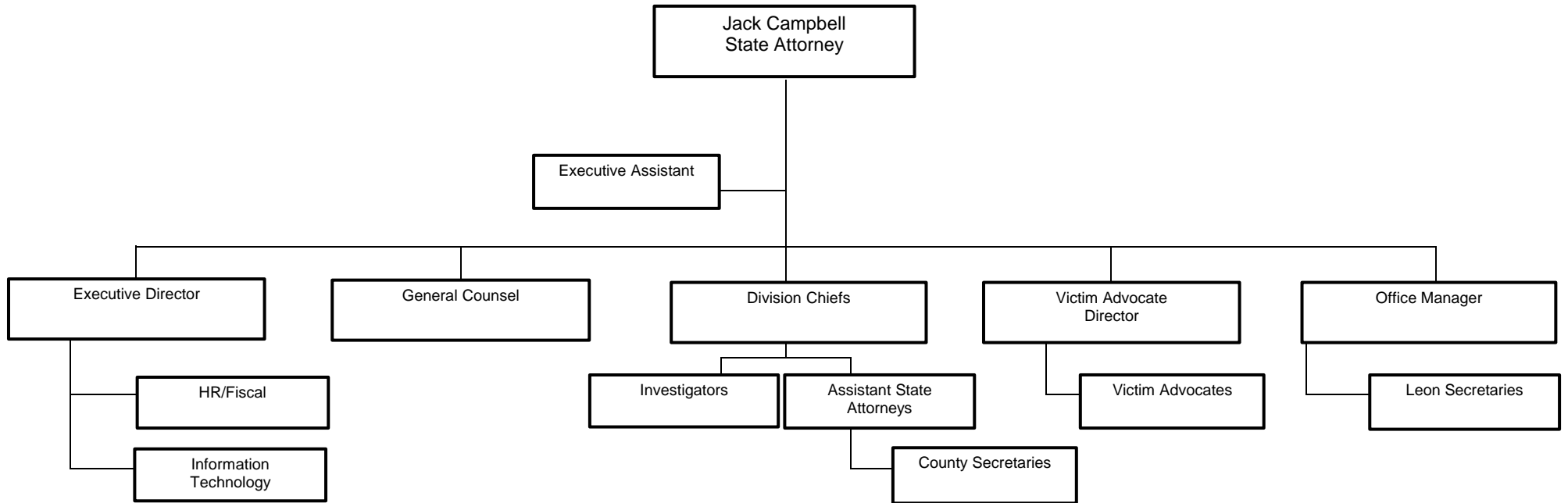
Organizational Chart
July 1, 2019



230 Positions Filled 206 Vacant 24

Note: Position counts reflect filled and vacant positions as assigned to county locations as of July 1, 2019. 138 of 727

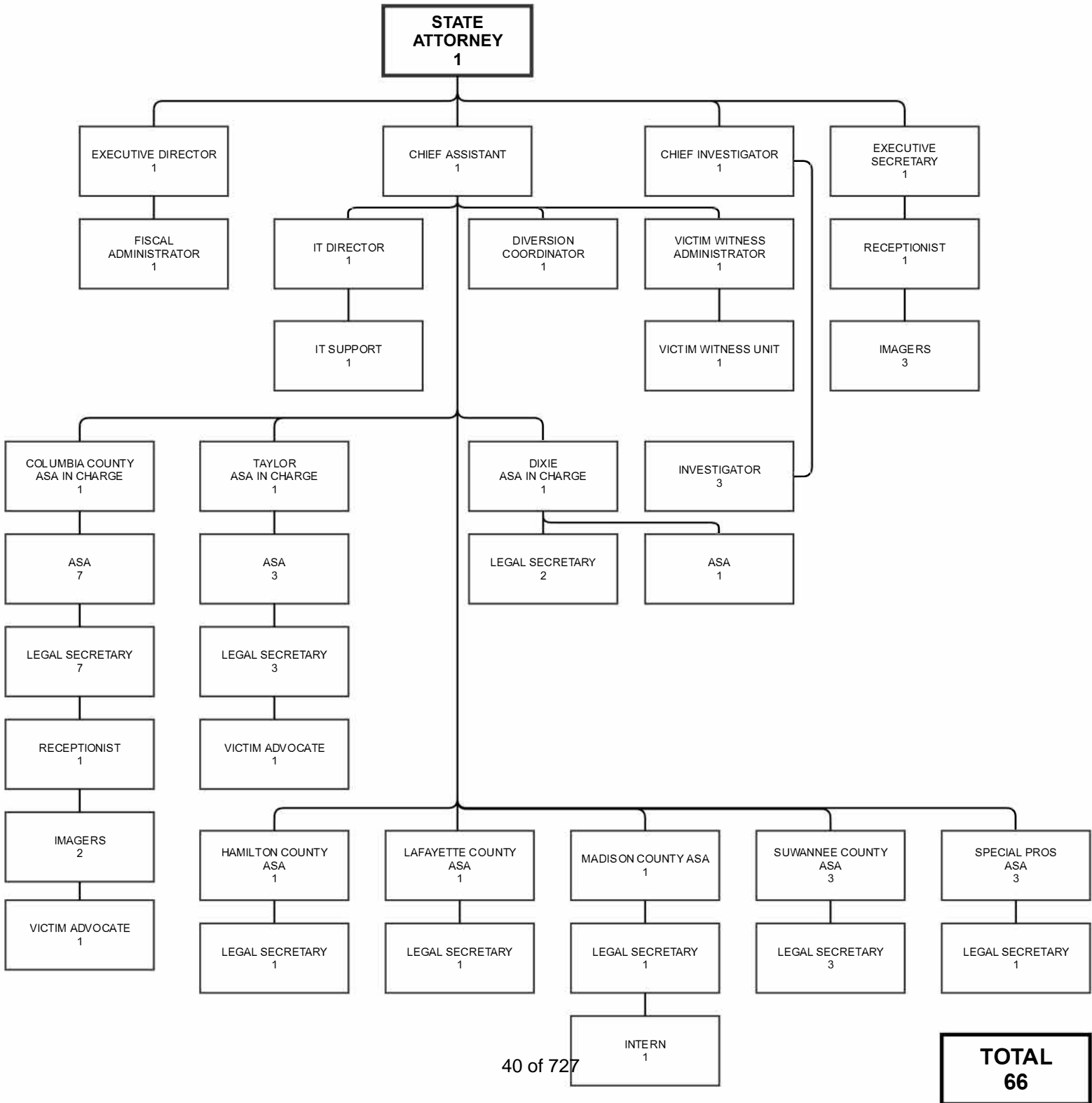
Organizational Chart
Office of the State Attorney
Second Judicial Circuit
As of July 1, 2019



ORGANIZATIONAL CHART OFFICE OF THE STATE ATTORNEY THIRD JUDICIAL CIRCUIT

MAIN OFFICE: 310 PINE AVE. SW LIVE OAK, FL 32064

JULY 1, 2019



**TOTAL
66**

CONVICTION INTEGRITY REVIEW

Shelley Thibodeau
Investigator Tom Brady

**State Attorney
Melissa Nelson**
Executive Assistant
Cindy Cribbs

* Attorney, Investigator and Operations Staff

7/1/19

CIRCUIT COURT

Director Lara Mattina

CR-A Division Chief Jonathan Sacks Line ASA Vironica Brown Patrick McGee Investigator Keith Nazworth	CR-B Division Chief Michael Kennedy Line ASA Daniel Coleman Jahlysa Jenkins Investigator Charlie Welch	CR-C Division Chief Korey Milo Line ASA Jackie Blair Annie Maguire Investigator Warren Smith	CR-D Division Chief Coreyln Crawford Line ASA Chris Bateh Karri Becker Investigator
Felony Filing ASA Chris Jackson		Felony Filing Coordinator Lori Carr	
CR-E Division Chief Cameron French Line ASA Rachel England Brooke Gasson Investigator Alan Harville	CR-G Division Chief Catherine Licandro Line ASA Matt Silverstein Investigator Randy Reaves	CR-H Division Chief Garrett Hill Line ASA Amanda Newman Investigator	CR-I Division Chief Rich Giglio Line ASA Ashleigh Brooks Declan Duffy Investigator John Sheppard
Felony Filing ASA Johnna Lessard		Felony Filing ASA Victoria Welch	

OPERATIONS

**First Assistant
Steve Siegel**
Executive Assistant
Cindy Cribbs

RECRUITMENT and WORKFORCE DEVELOPMENT

Director Lisa Page

SMART JUSTICE

Coordinator Coral Messina

BUSINESS OFFICE

COMMUNICATIONS/PUBLIC RELATIONS

COMMUNITY ENGAGEMENT

TRIAL SUPPORT SERVICES

INFORMATION TECHNOLOGY

**Chief Assistant
L. E. Hutton**
Executive Assistant
Miriam Nelson

CLAY COUNTY

Director Pam Hazel

Division Chiefs
Jason Kelly Theresa Simak
Ashley Young

Hector Murcia Bustos Nicole Saunders
Ernie Dukes Catie Smith
Lindsey Michael Beth Shelley
Shirtrina Roberts Elizabeth White

Investigators
Wes Janssen Colin Markey

NASSAU COUNTY

**Deputy Director
Donna Thurson**

**Division Chief
Beverly Collins**

Elizabeth Beck
Catherine Lockhart
Starleigh Smith

Investigator
Rex Rudisill

JUVENILE

**Director
Laura Lambert**

**Division Chief
Vanessa Wheeler-Sanchez**
Alex Block
Connor Larkin
Kristen Liesch

Investigators
Christi Petrie

**Juvenile Diversion
Director Alan Louder**

COUNTY COURT/TRAFFIC HOMICIDE

**Director
John Kalinowski**

Division Chiefs
Katelyn Johnston LaTasha Campbell

Division A Sabrina Marcos
Division B Sandra Burnett
Division C Brittany Johnson
Division D Katie Borello
Division E Asa Johnston
Division F Goliath Davis
Division G Doug Baer
Division H Katie Borello
Division I Doug Baer
Division J Sarah Bell
Division K Hobbs Crockett
Division L Catie Messenger
Division M Jackie Hutchins
Division N Brittany Johnson
Division O Max Wesemann
Division P Catie Messenger
Division Q Sabrina Marcos

Investigator
Mike Smith

INVESTIGATIVE STAFF

**Chief Investigator
Tim Quick**
**Asst. Chief Investigator
Tim Reddish**

LEGAL

**Director
Sheila Loizos**

**Post Conviction/
Appeals** Sierra Kornbluth
Noelle Cella

Legal Advisor Andy Kantor

**ATTORNEY DEVELOPMENT
& SELECT PROSECUTIONS**

Director London Kite

HOMICIDE/VIOLENT CRIME

Director Alan Mizrahi
Director Dan Skinner

Investigators
Tim Reddish TC O'Steen Billy Carlyle

SPECIAL VICTIMS

Director Adair Newman
Division Chief Khary Gaynor

Senior Domestic Lawyer Terence Martin

Lidija Barauskas Meredith Hough Cate Waugh
Marleigh Gulliford Lair Hall Alex Weaver
Jessica Hensley Kelli Sutton

Risk Protection Coordinator Violanta Jones
Lawfully Owed DNA Coordinator Joel Cooper
Sexual Assault Kit Initiative Grant Jimmy Ryce
Leigh Rosenbloom Tonya Patterson-Barge Anna Hixon

Investigators
A. Dziergowski Dennis Fuentes David Humphrey

SPECIAL PROSECUTION

Director Cyrus Zomorodian

**White Collar
Division Chief
Joe Licandro**

**Human Rights
Division Chief
Octavius Holliday**

Terry Livanos David Johnston
Mai Tran

Investigators
Tommy McKenzie John Zipperer Richard Trew Tim Adams

TARGETED PROSECUTION

Director Mark Caliel
Gun Crime and Violent Offenders (Reactive)

Director Matt O'Keefe
Organized Crime and Gang (Proactive)

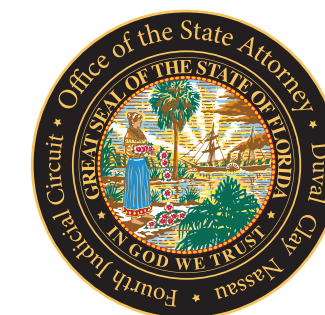
**Division Chief
Chris Huband**

Leah Hogg (Proactive) Tom Mangan (Proactive)

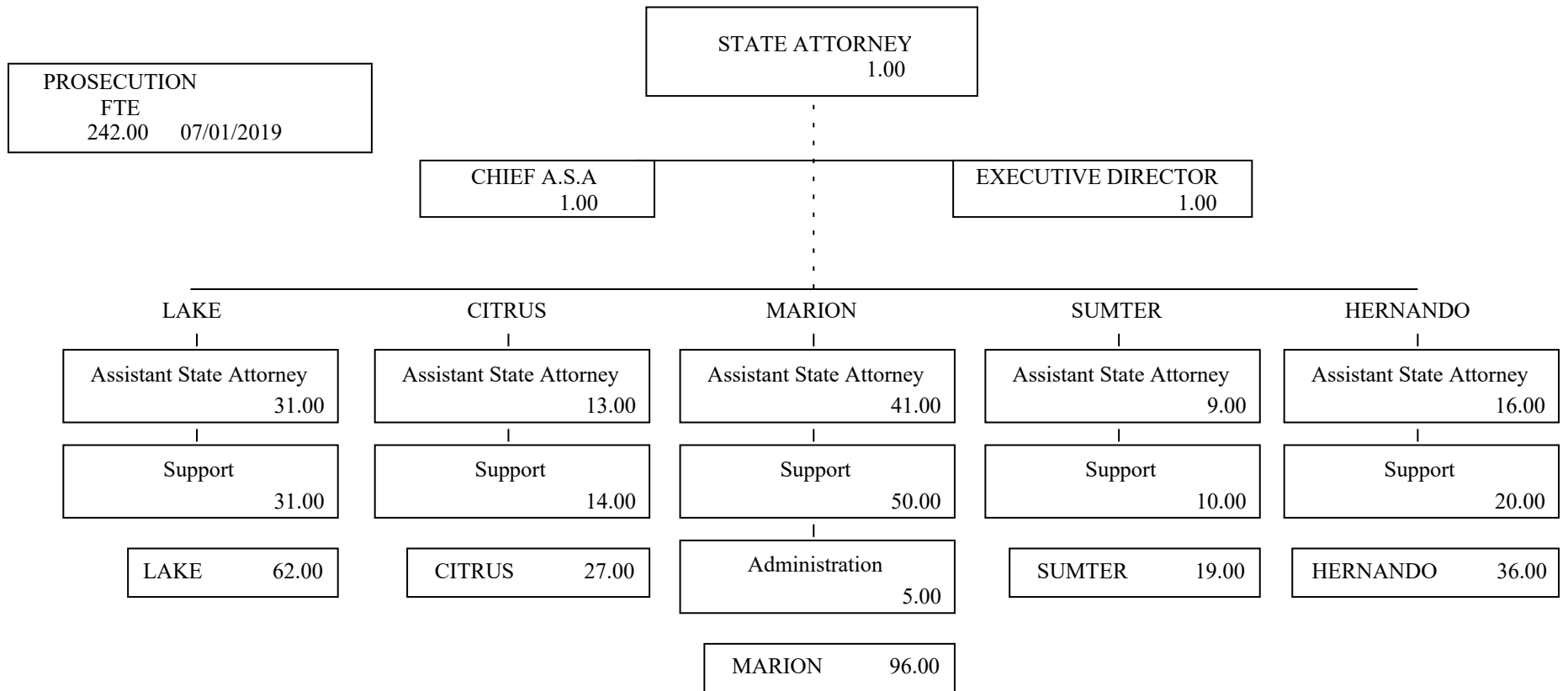
Chyna Makarowski (Reactive - CR-A) Christina Stifler (Reactive - CR-B, CR-H)
Will Grauel (Reactive - CR-C) Trey Atkinson (Reactive - (CR-D, CR-E)
Erin Wolfson (Reactive - CR-G) Lauren Anderson (Reactive - CR-I)

Investigators
Dave Bisplinghoff J.J. Thurne Tim Reddish

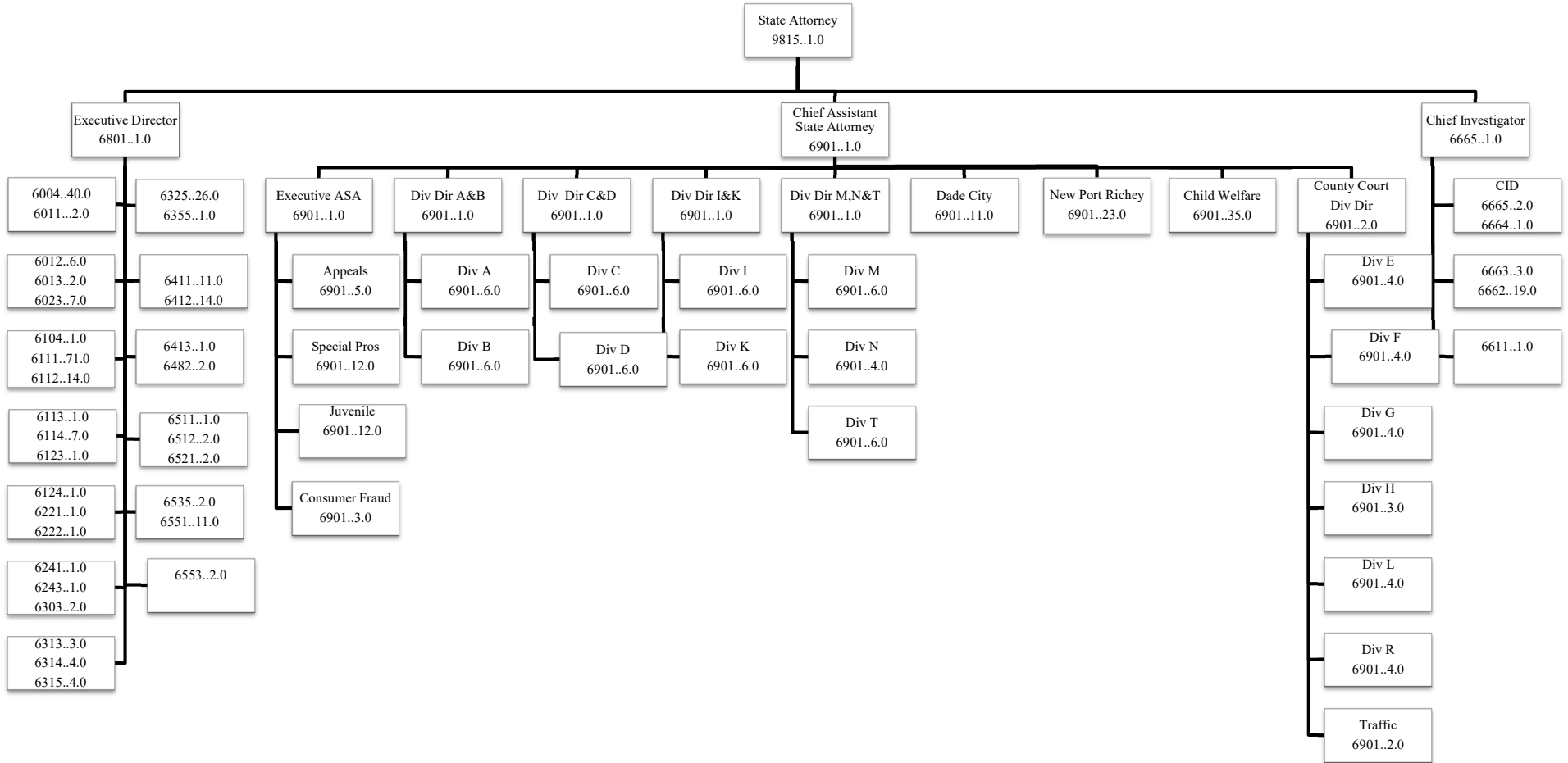
**OFFICE OF THE
STATE ATTORNEY
FOURTH JUDICIAL CIRCUIT**



STATE ATTORNEY'S OFFICE, 5th JUDICIAL CIRCUIT

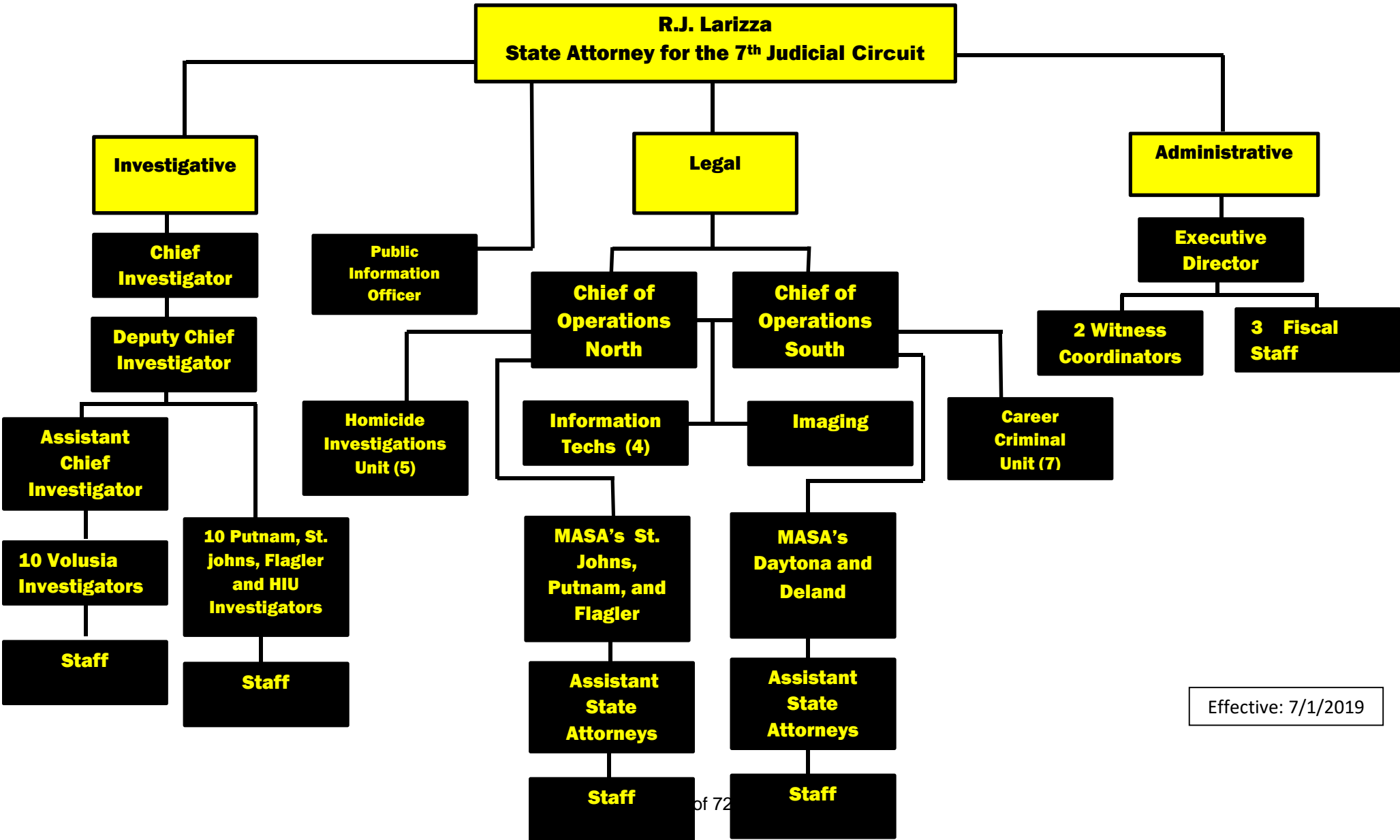


Schedule X
Organizational Structure
Office of the State Attorney - Sixth Judicial Circuit
Effective July 1, 2019



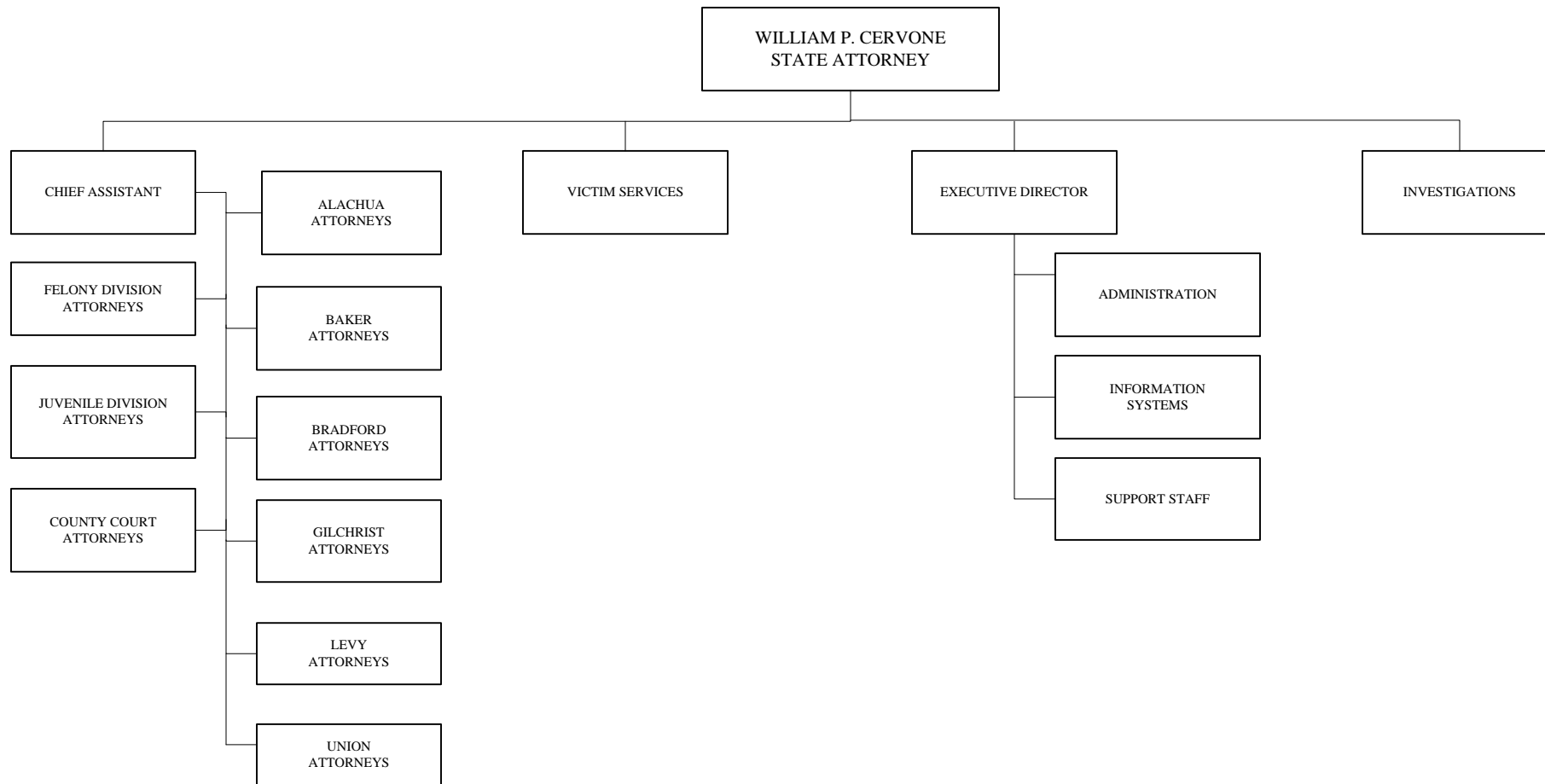


Seventh Circuit State Attorney's Office Organizational Chart



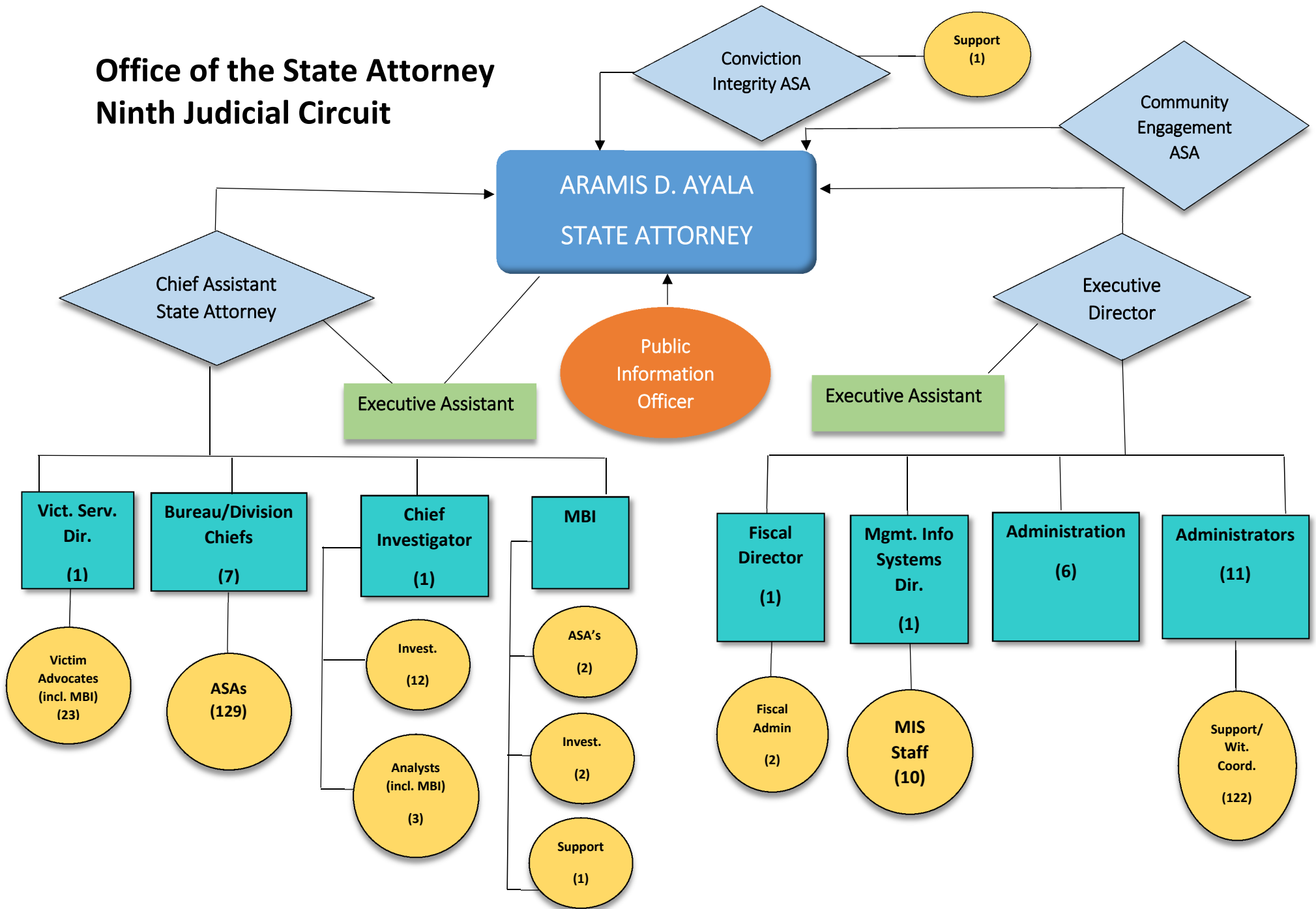
Effective: 7/1/2019

WILLIAM P. CERVONE
STATE ATTORNEY
ORGANIZATIONAL FLOW CHART



July 1, 2019

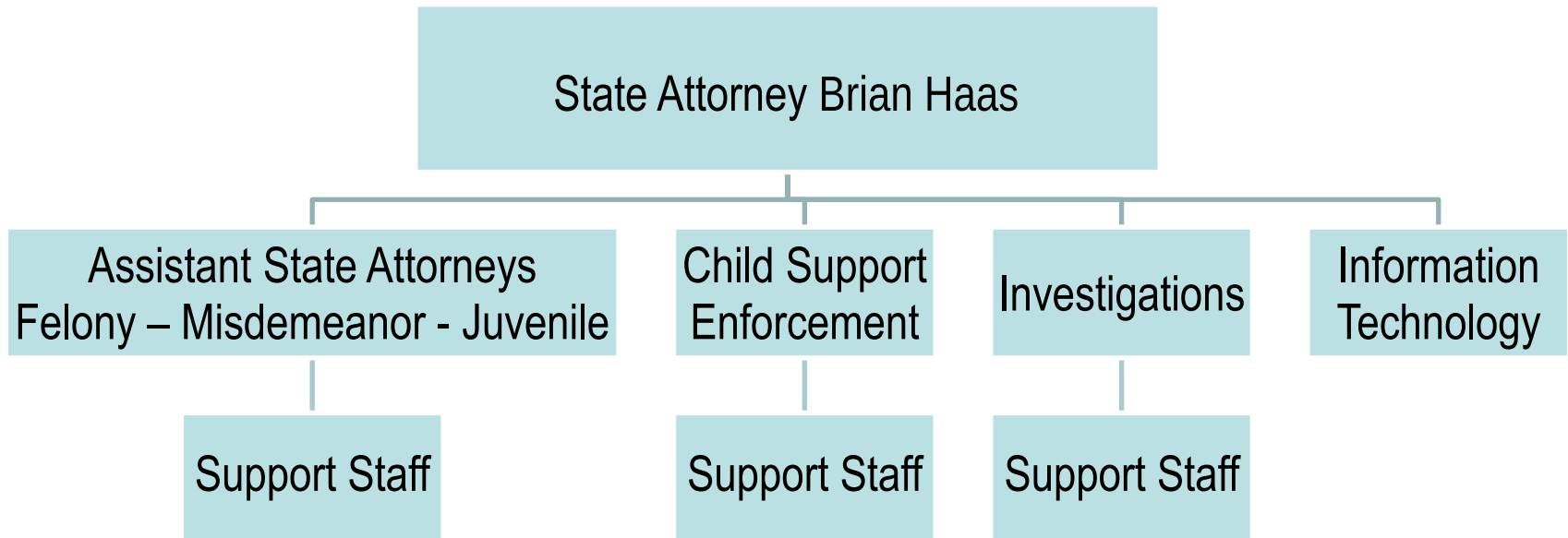
Office of the State Attorney Ninth Judicial Circuit



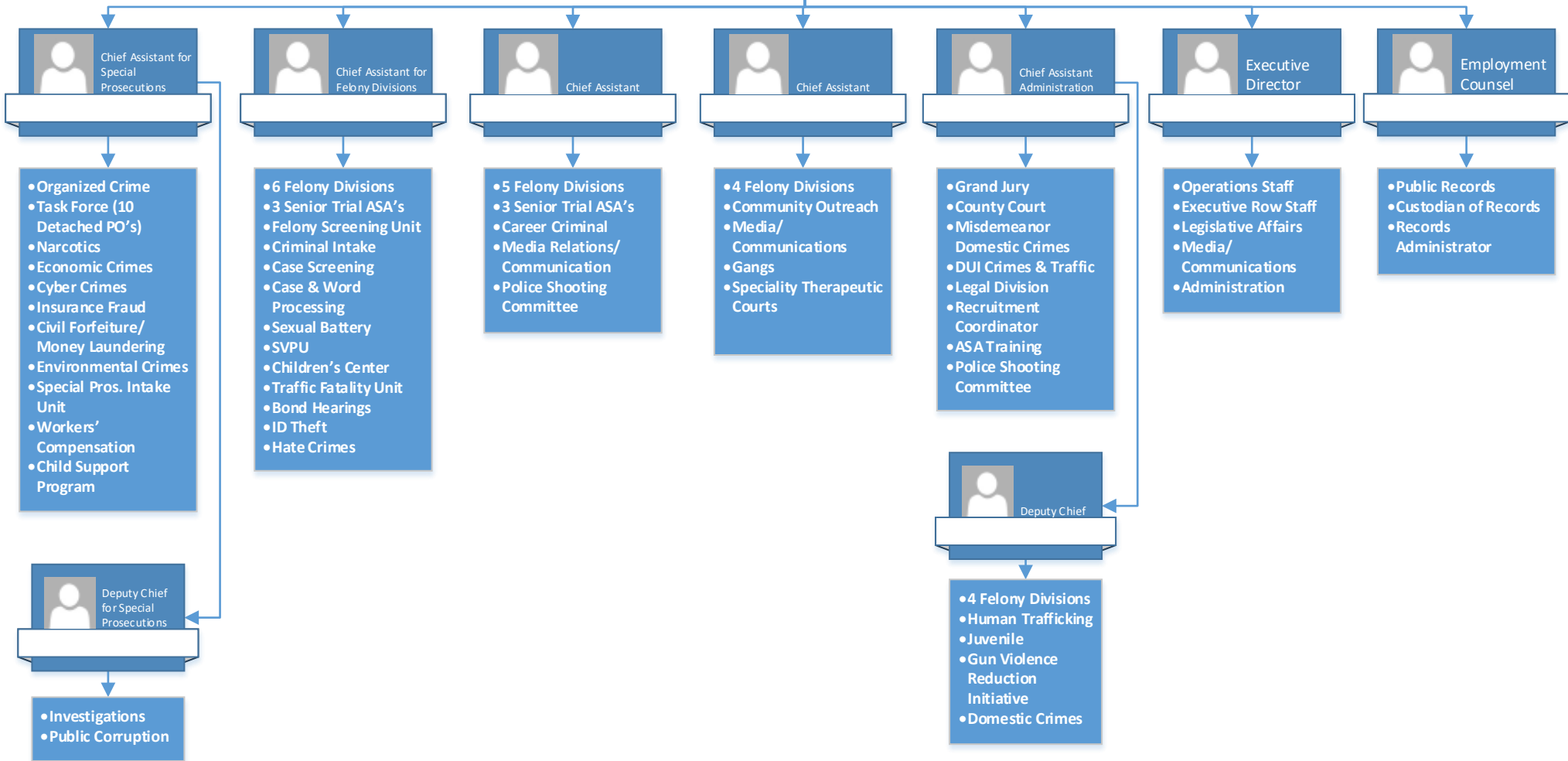
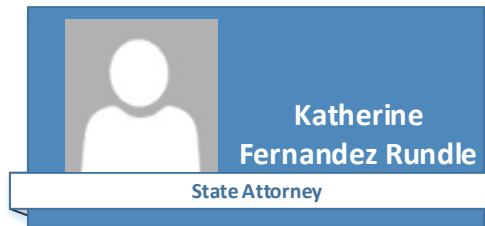
TOTAL FTE: 343

REVISED: 07/01/2019

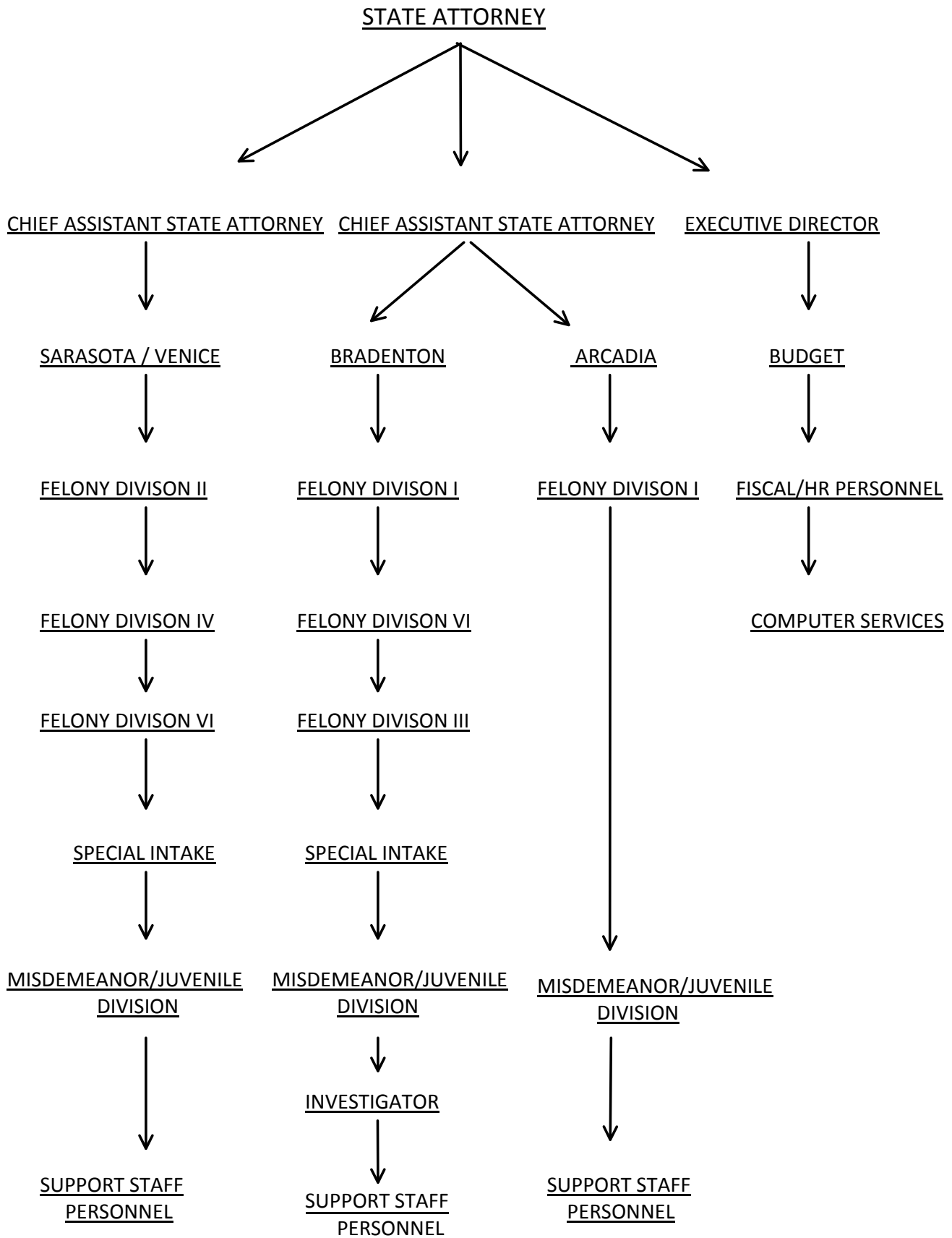
Office of the State Attorney 10th Judicial Circuit Organizational Chart



Office of the State Attorney Katherine Fernandez Rundle



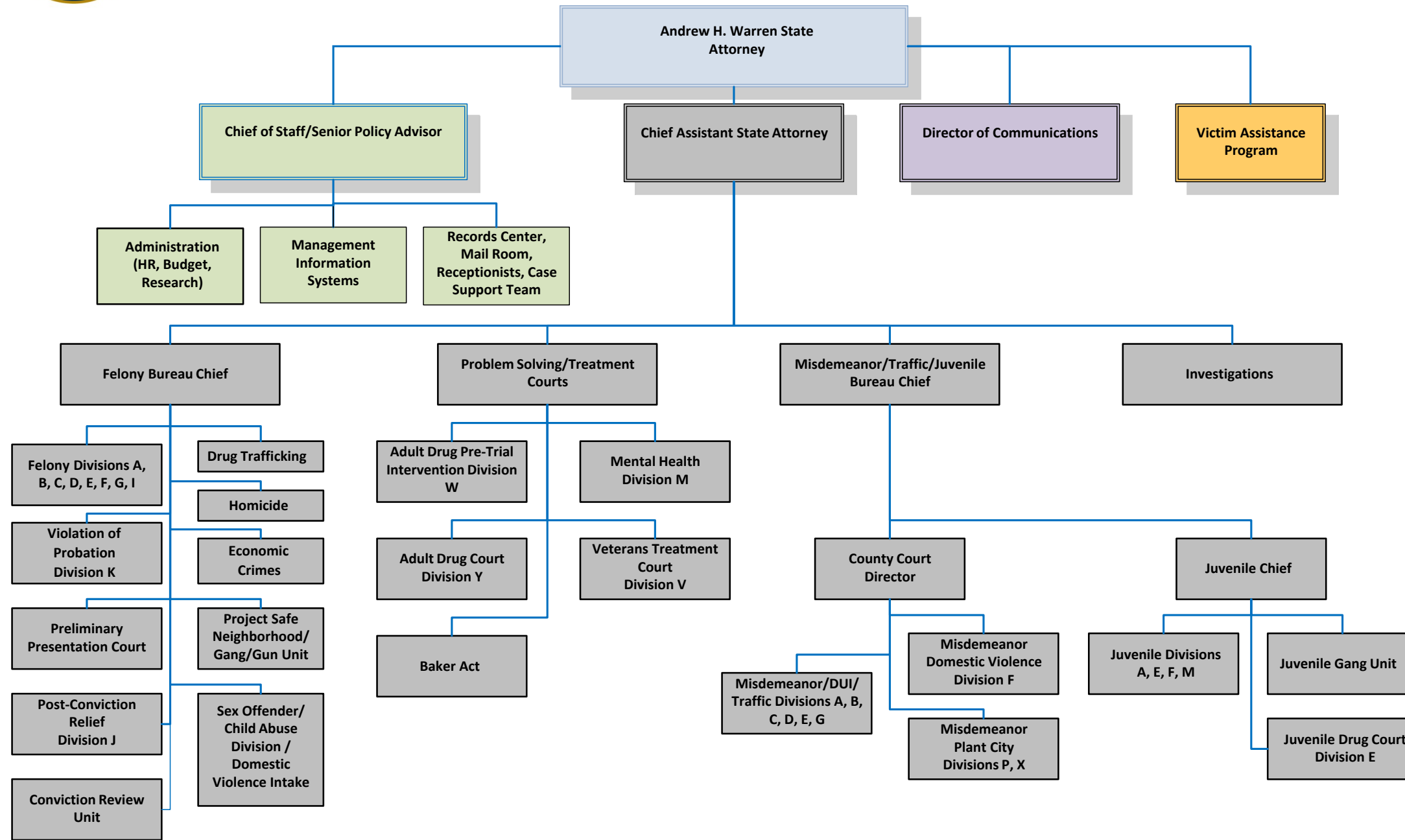
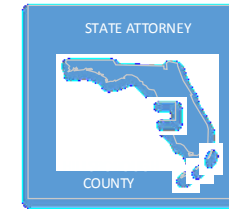
OFFICE OF THE STATE ATTORNEY -TWELFTH JUDICIAL CIRCUIT



Effective 07-01-19



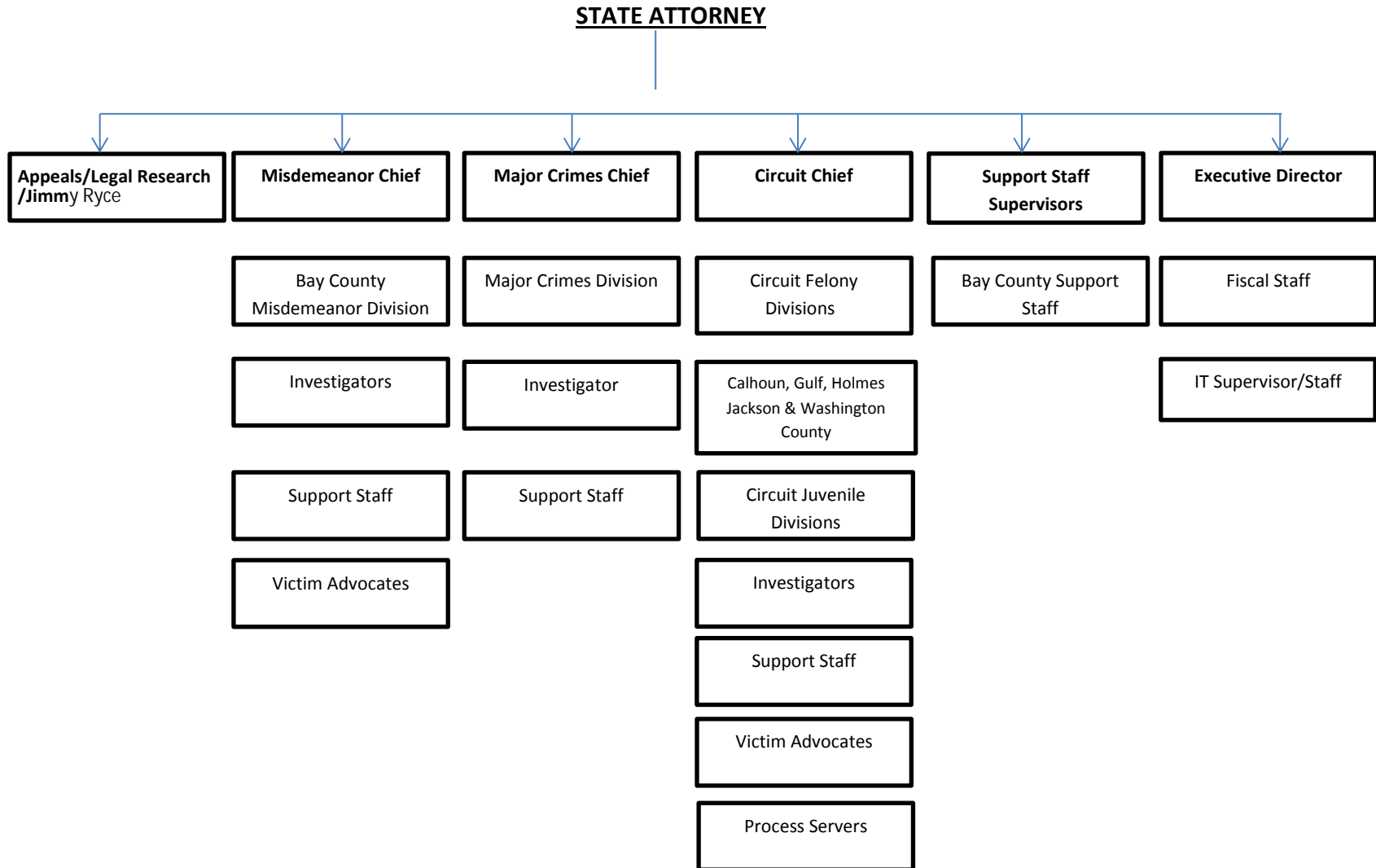
OFFICE OF THE STATE ATTORNEY THIRTEENTH JUDICIAL CIRCUIT HILLSBOROUGH COUNTY, FLORIDA ORGANIZATIONAL CHART



July 1, 2019

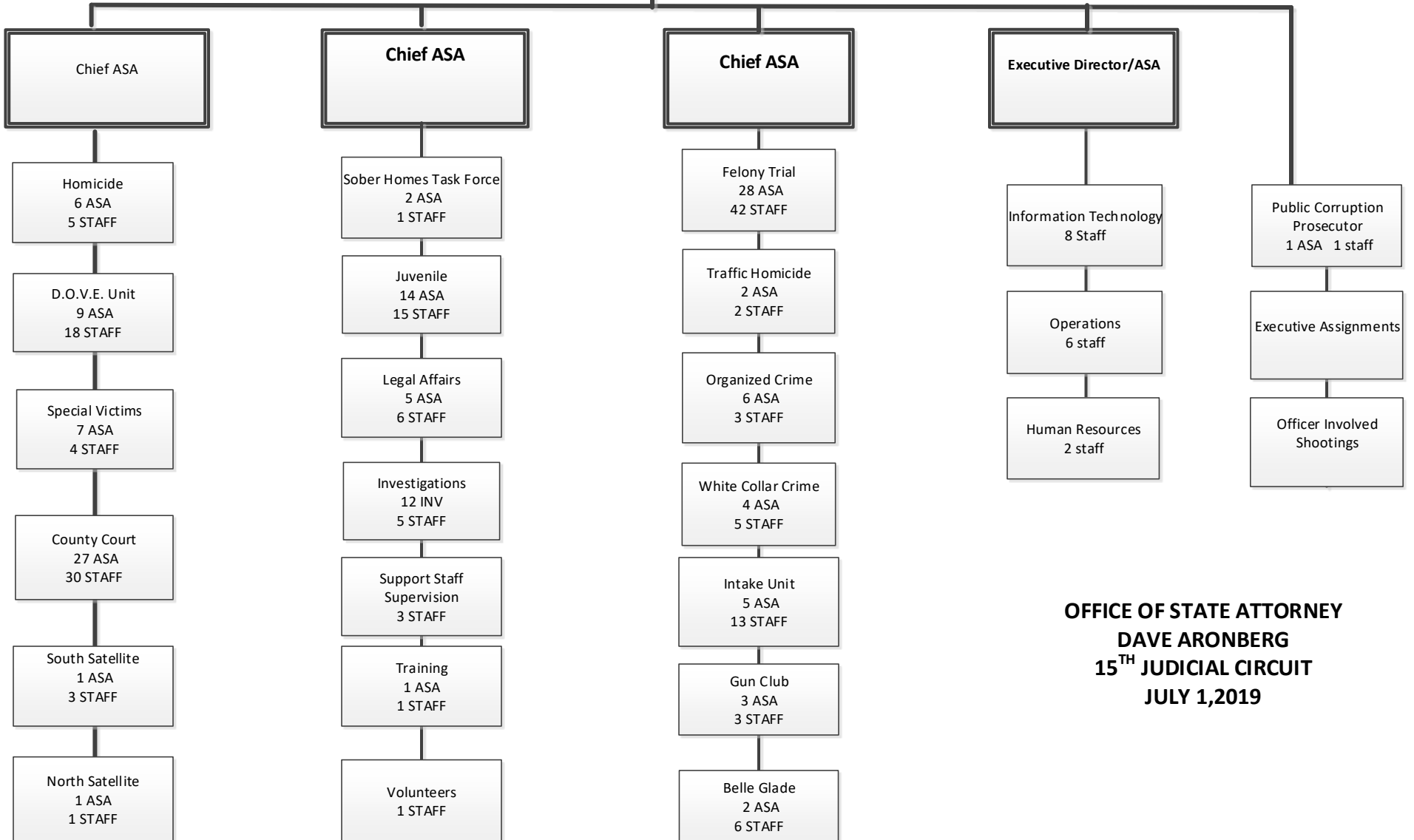
Organization Chart: July 1, 2019

OFFICE OF THE STATE ATTORNEY – FOURTEENTH JUDICIAL CIRCUIT



**State Attorney
Dave Aronberg**

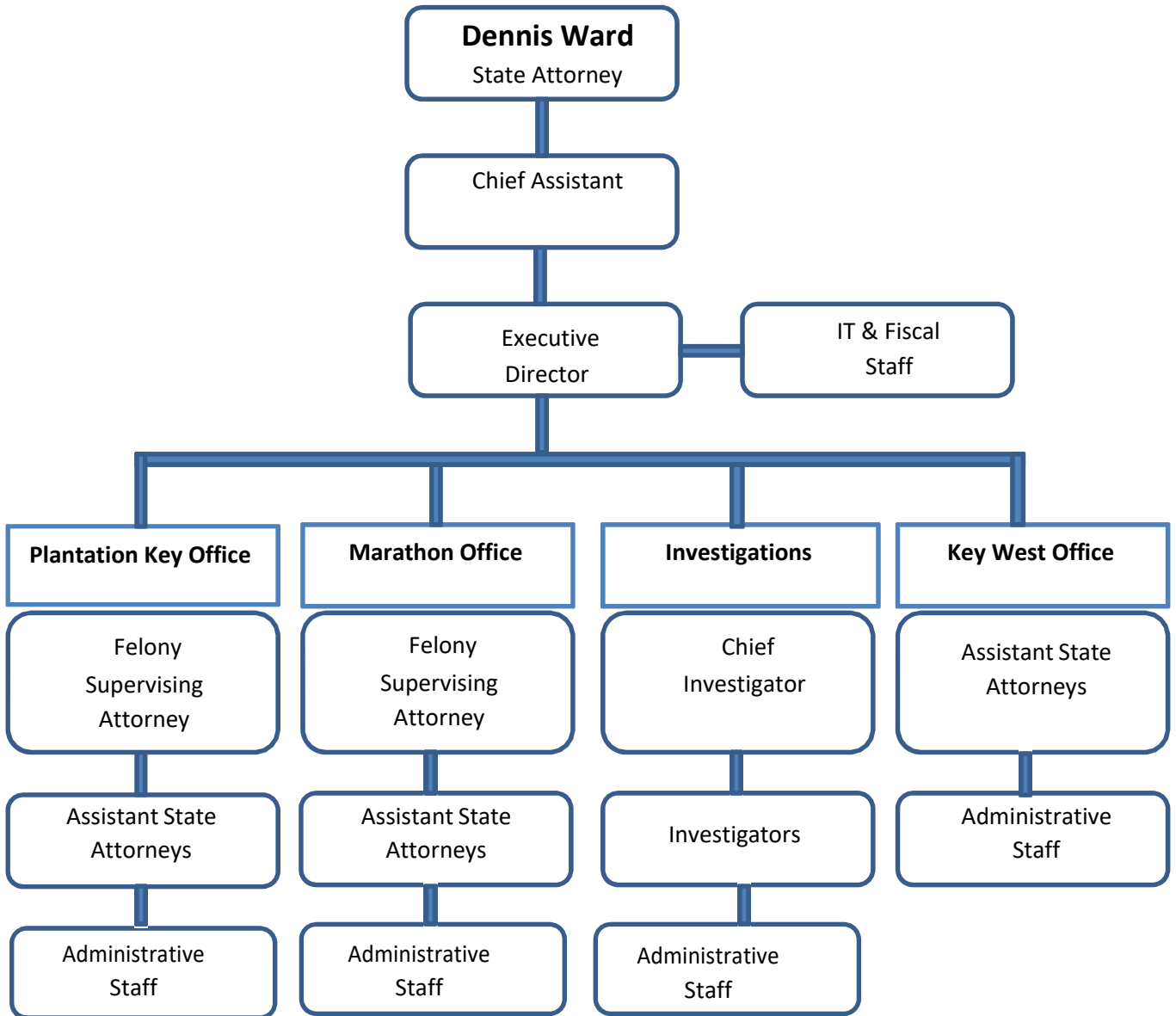
Executive Assistant



**OFFICE OF STATE ATTORNEY
DAVE ARONBERG
15TH JUDICIAL CIRCUIT
JULY 1,2019**

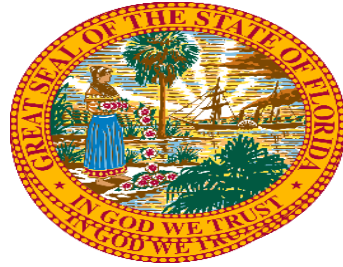
State Attorney, Sixteenth Judicial Circuit

Effective: July 1st, 2019

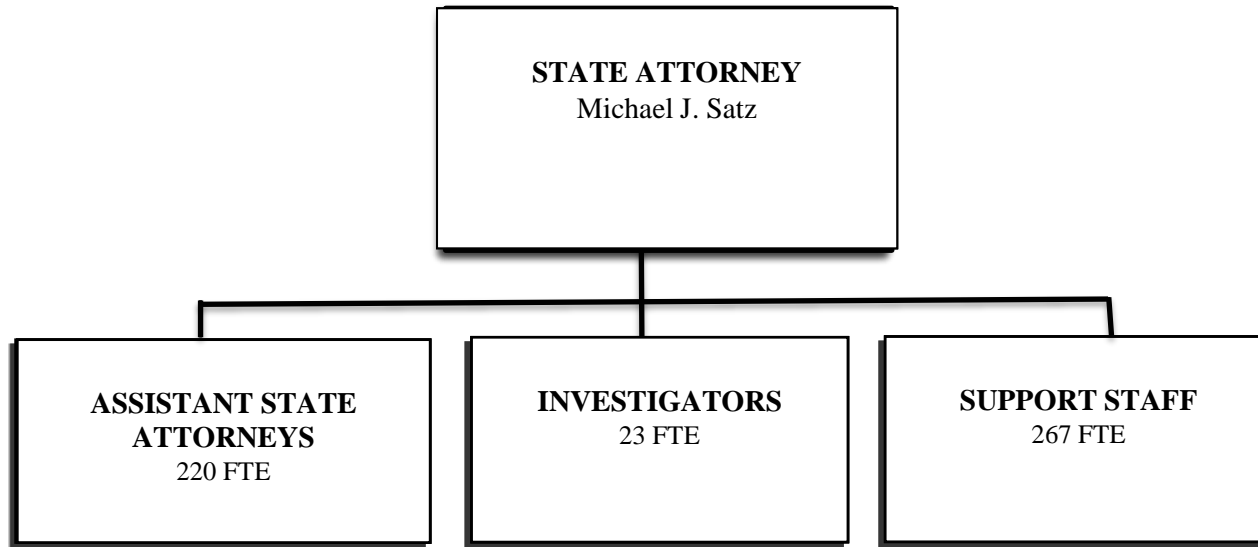


Organizational Chart

Effective July 1, 2019



OFFICE OF THE STATE ATTORNEY 17TH JUDICIAL CIRCUIT





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

PROGRAM: PROSECUTION

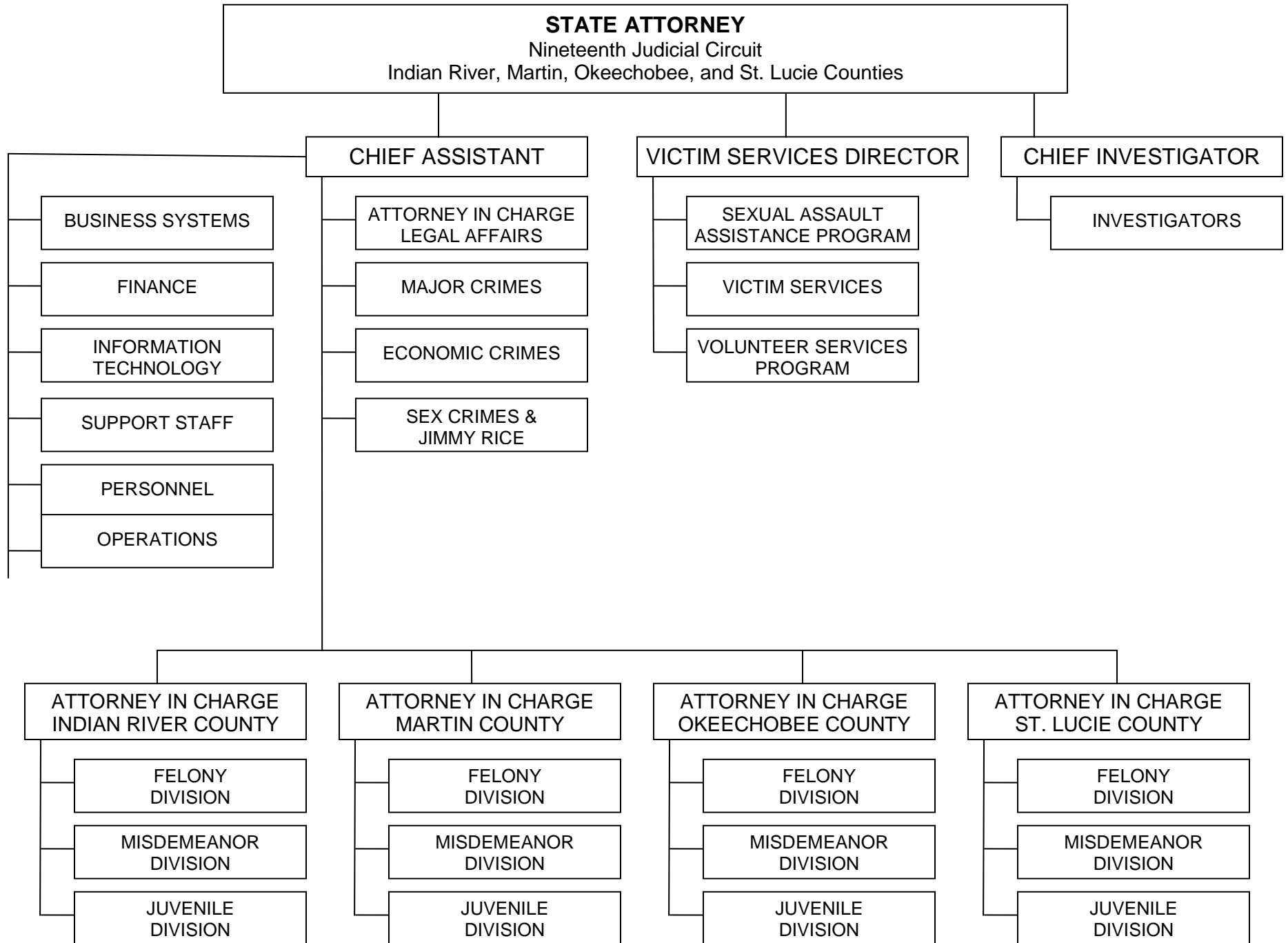
**STATE ATTORNEY
PHIL ARCHER**

**ASSISTANT
STATE
ATTORNEYS**

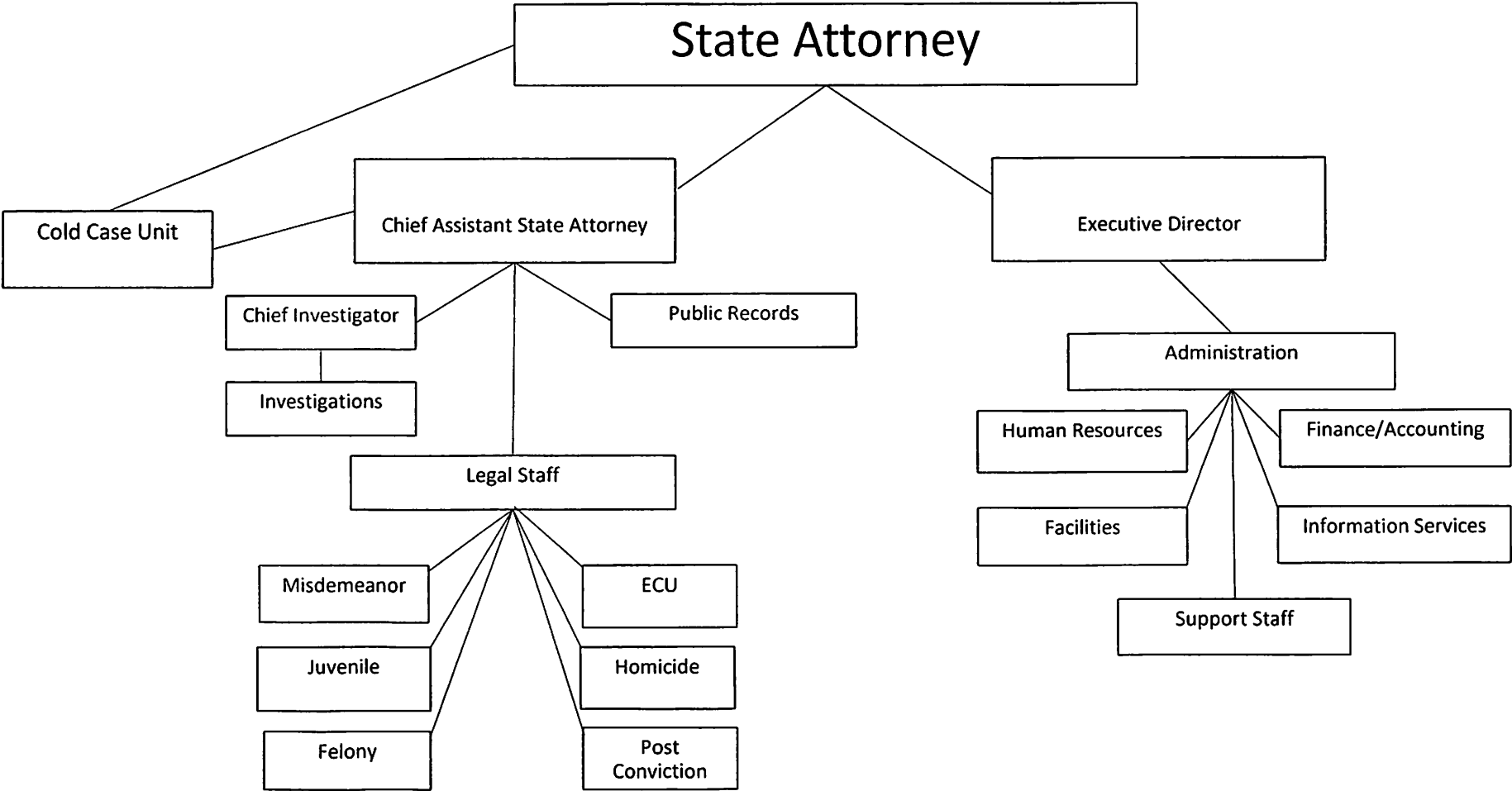
**SUPPORT
STAFF**

July 1, 2019

**Phil Archer
State Attorney**



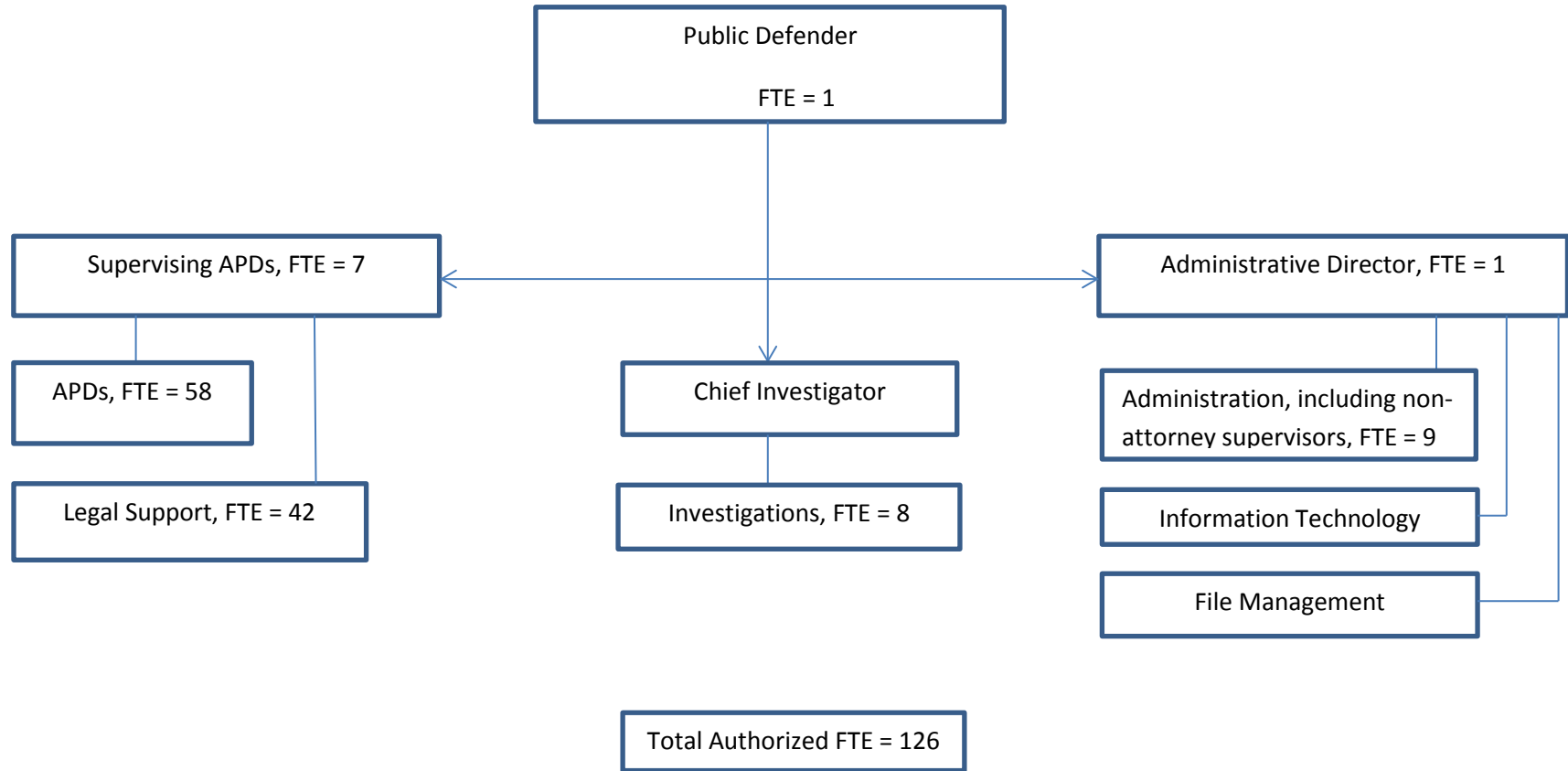
Office of the State Attorney 20th Circuit Organization Chart



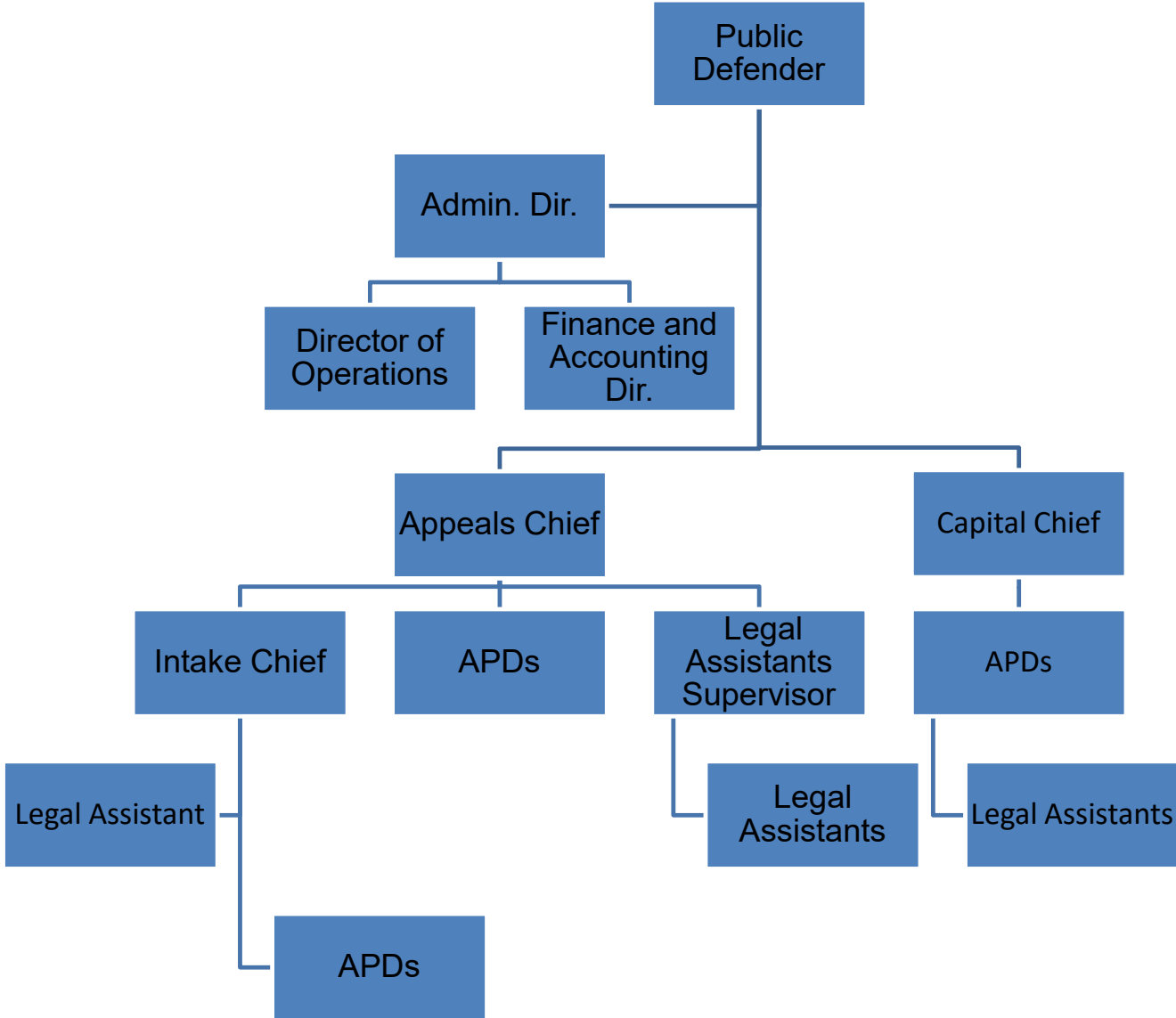
Office of the Public Defender, First Circuit Judicial Circuit

Bruce A. Miller, Public Defender

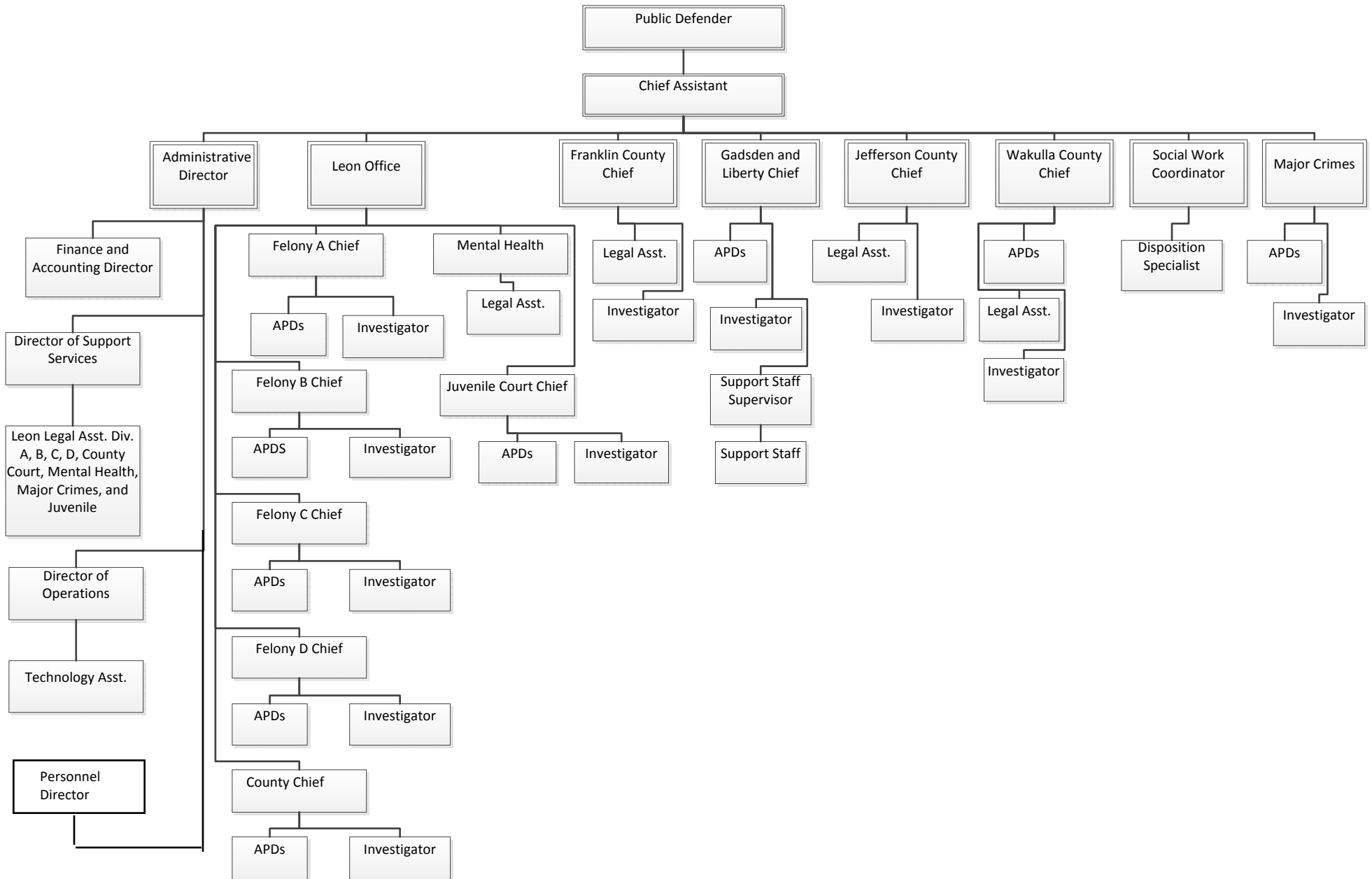
Organizational Chart, Effective July 1, 2019



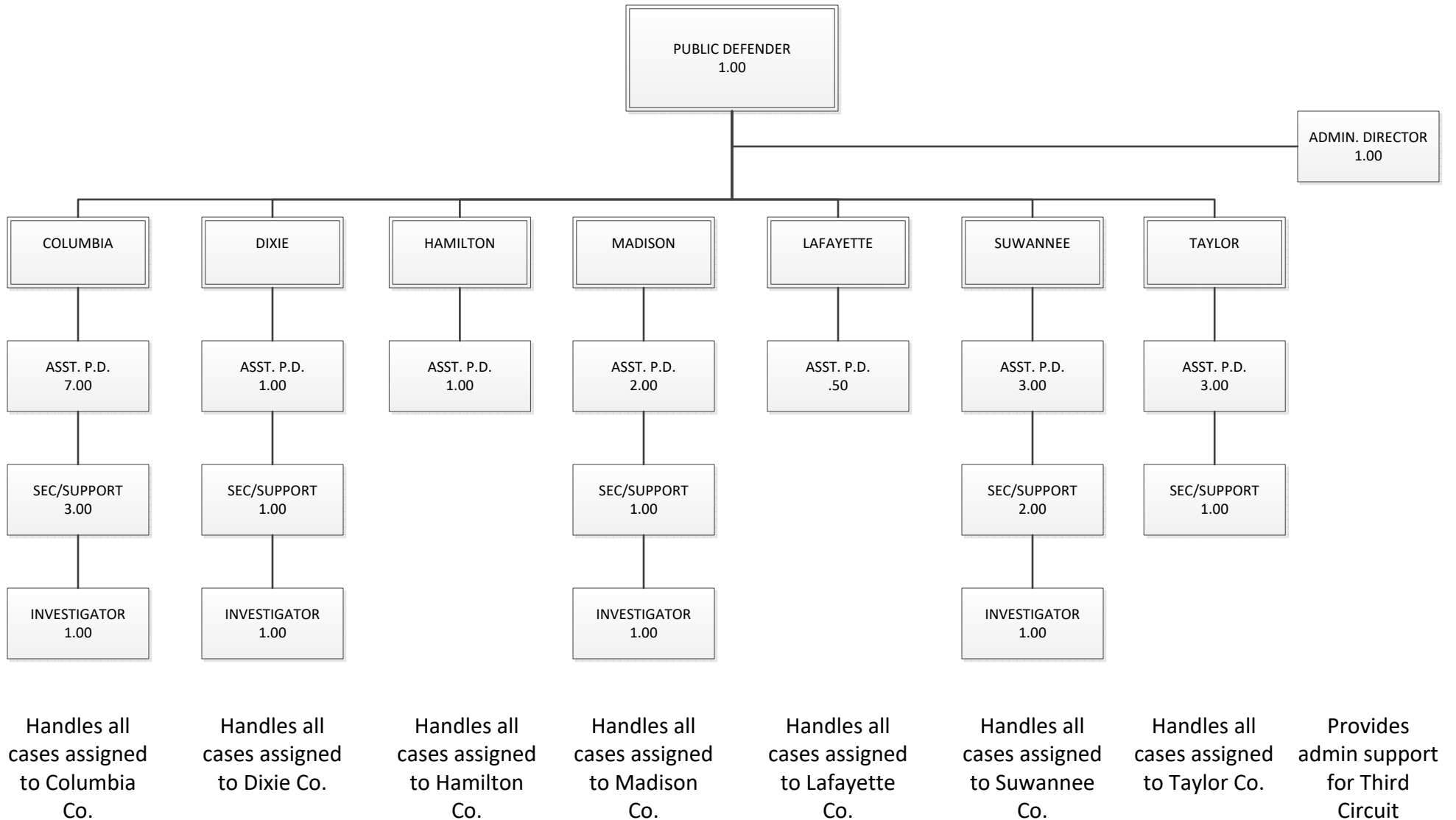
Public Defender, 2nd Judicial Circuit Appeals Division Organizational Chart - July 1, 2019



Public Defender, 2nd Judicial Circuit – Organization Chart
Effective July 1, 2019



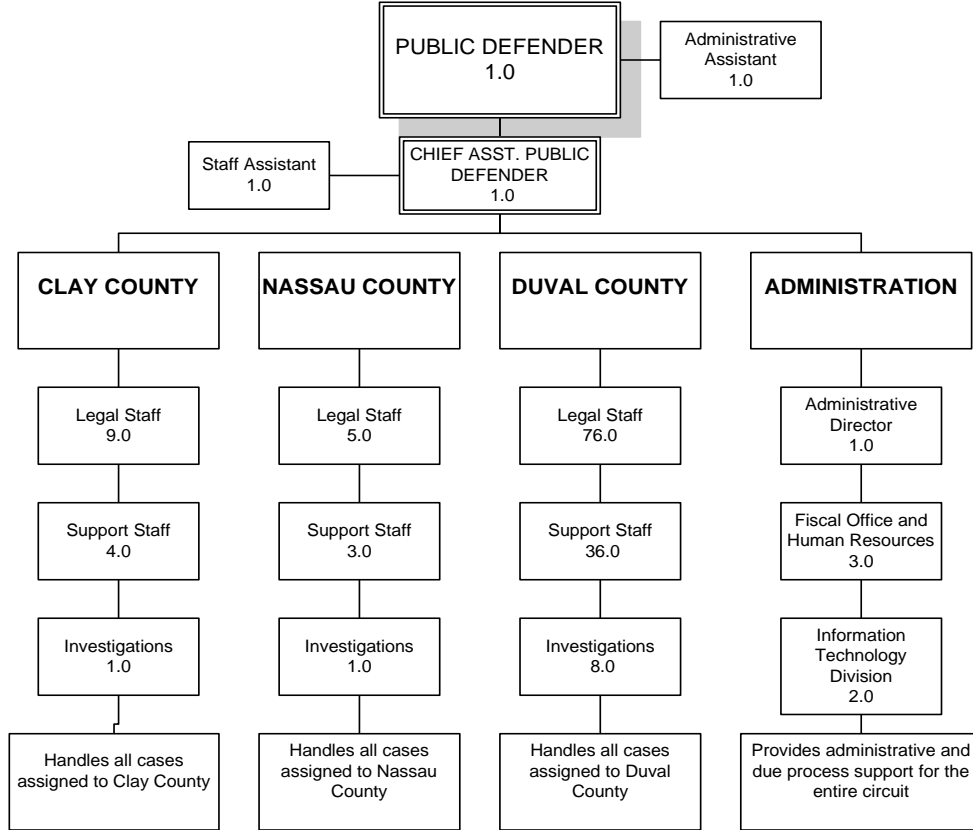
**ORGANIZATION CHART
M. BLAIR PAYNE, PUBLIC DEFENDER
THIRD JUDICIAL CIRCUIT
AS OF JULY 1, 2019**



**SCHEDULE X
ORGANIZATIONAL CHART**

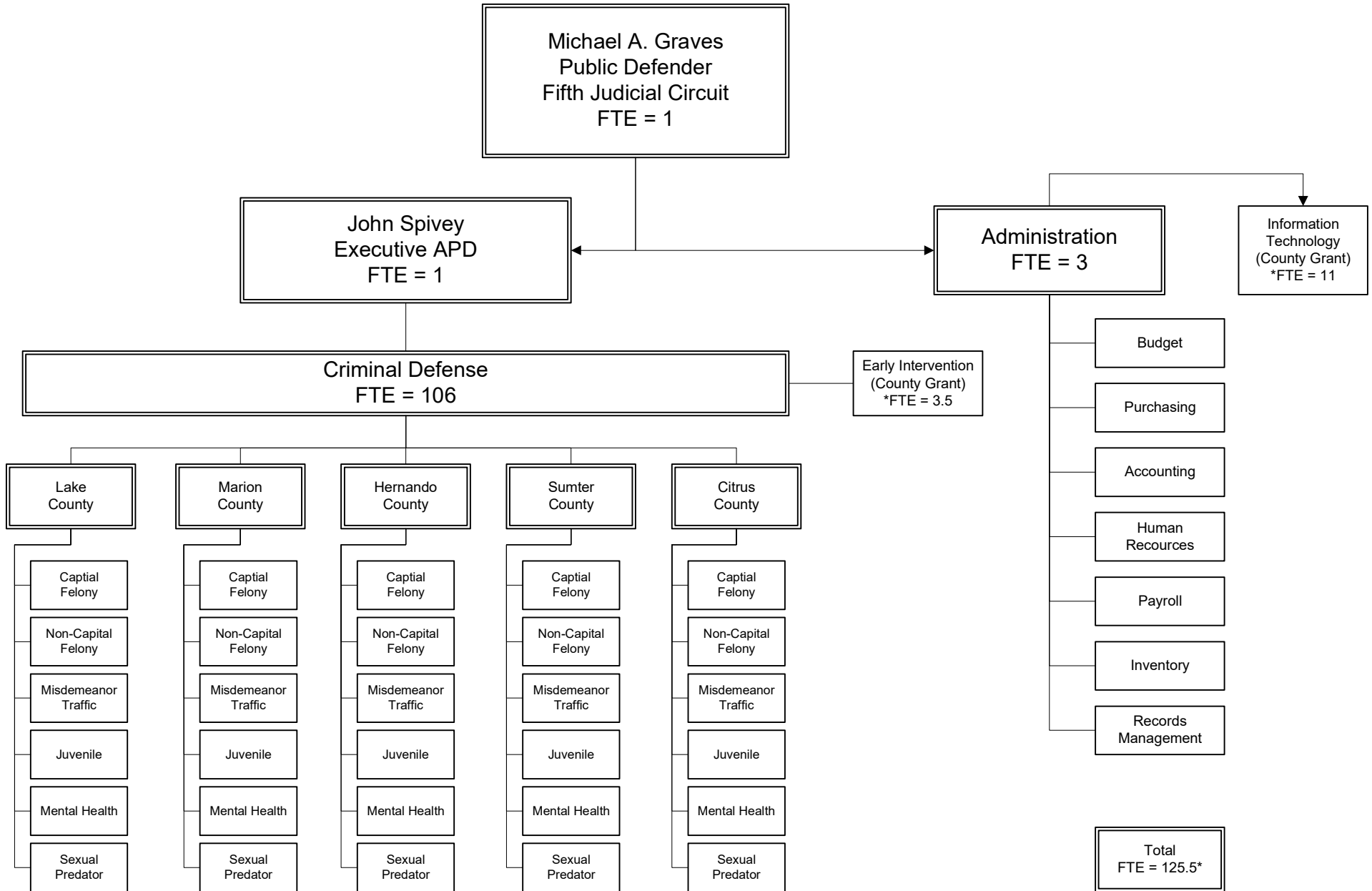
Office of the Public Defender, Fourth Judicial Circuit of Florida
Charlie Cofer, Public Defender

FY 2019-20
Total FTE's: 153

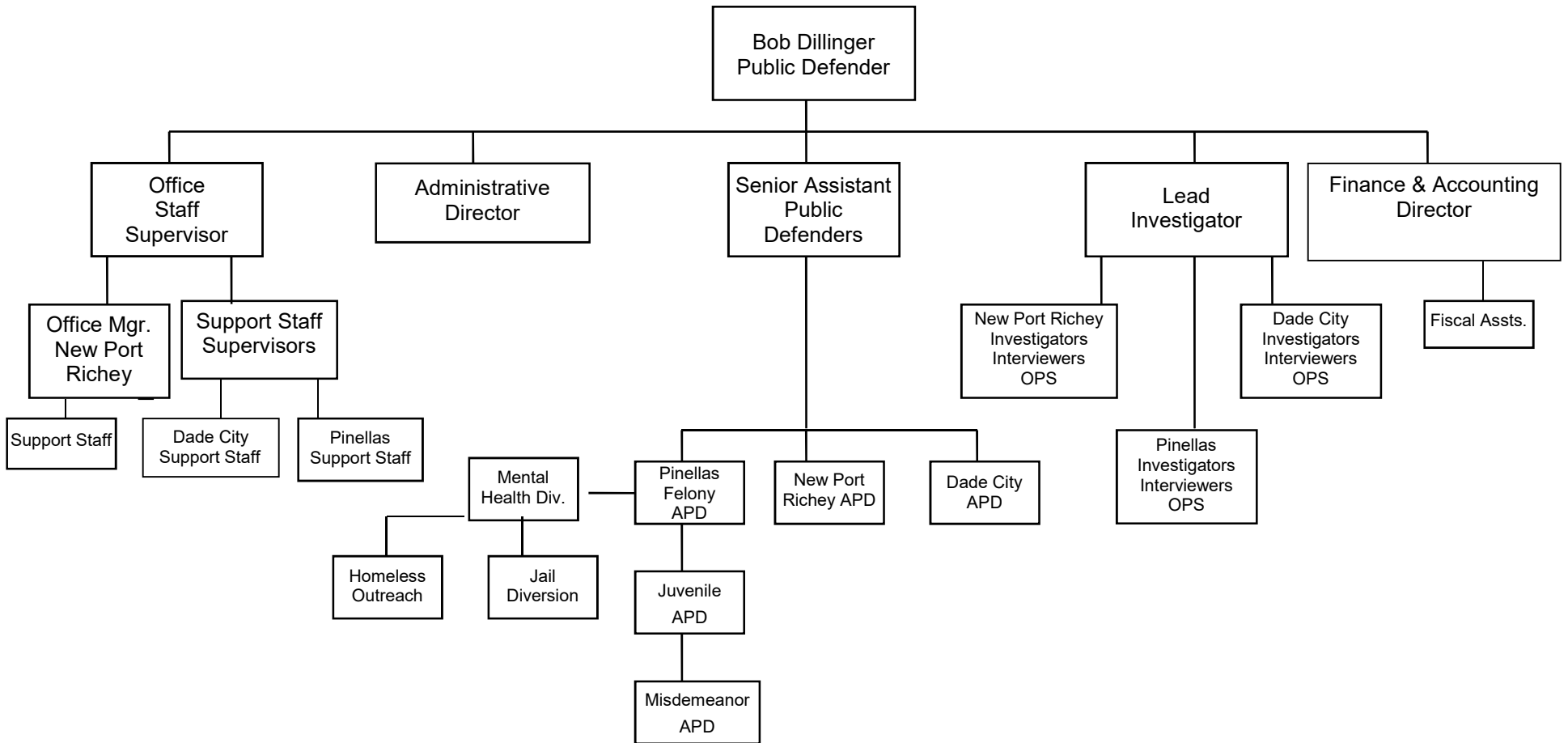


2019/2020 Fiscal Year

As of July 1, 2019

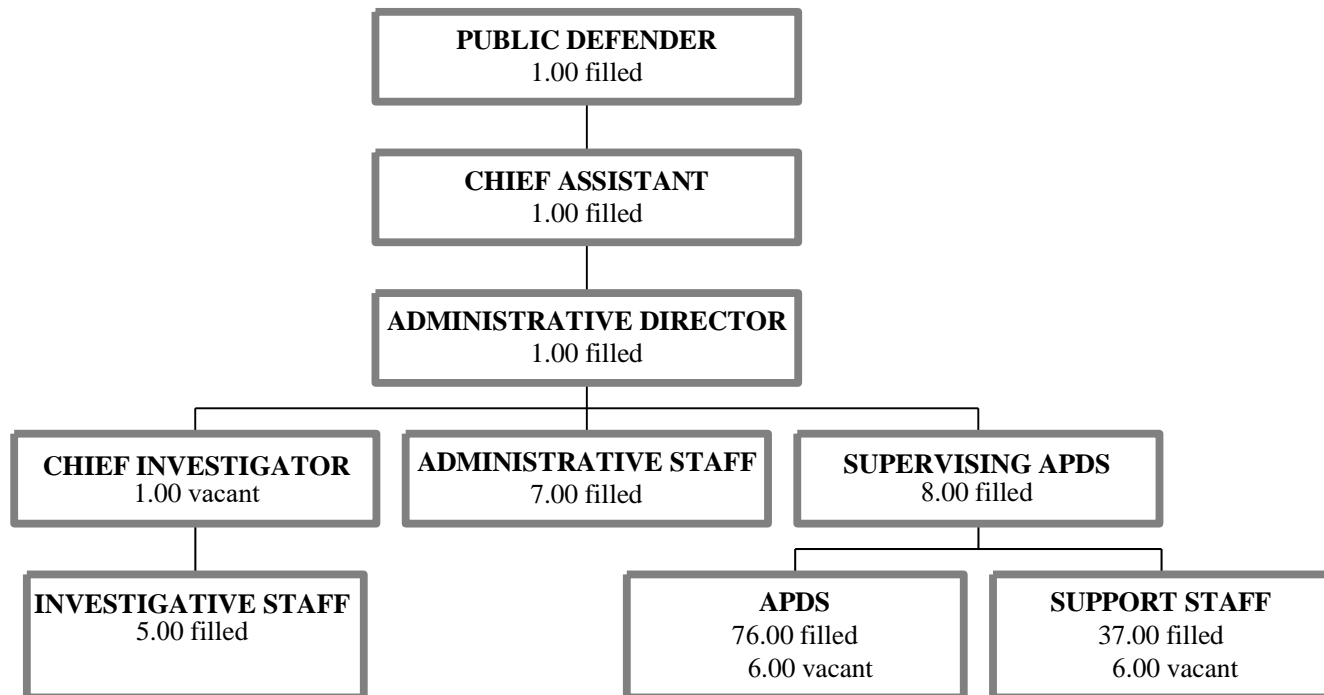


Organizational Chart
 July 1, 2019

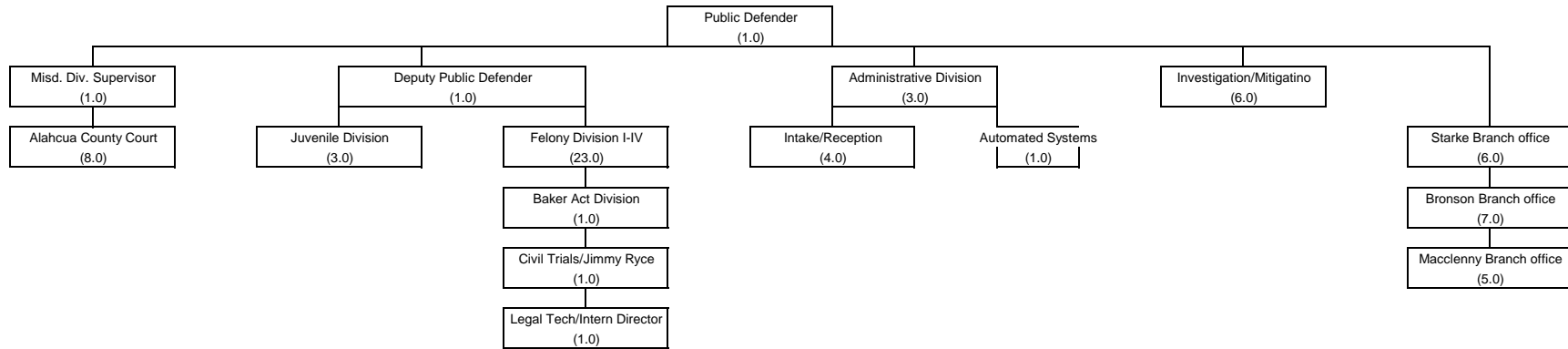


OFFICE OF PUBLIC DEFENDER SEVENTH JUDICIAL CIRCUIT ORGANIZATIONAL CHART

07/01/2019



**PUBLIC DEFENDER, 8TH CIRCUIT
ORGANIZATIONAL CHART AS OF JULY 1, 2019 (72.0 FTE)**



AUTHORITY AND DESCRIPTION OF DUTIES

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

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

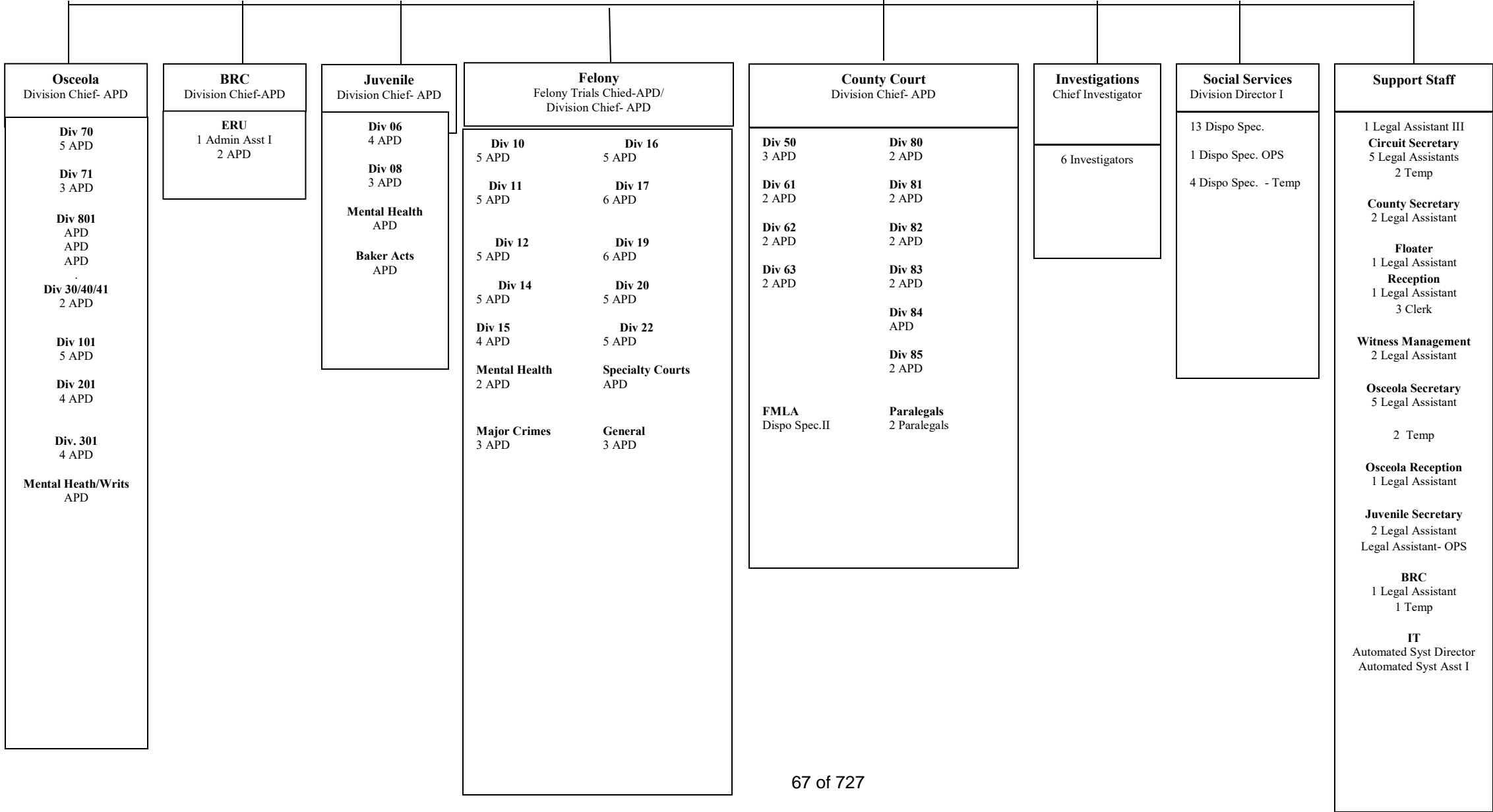
7/1/19

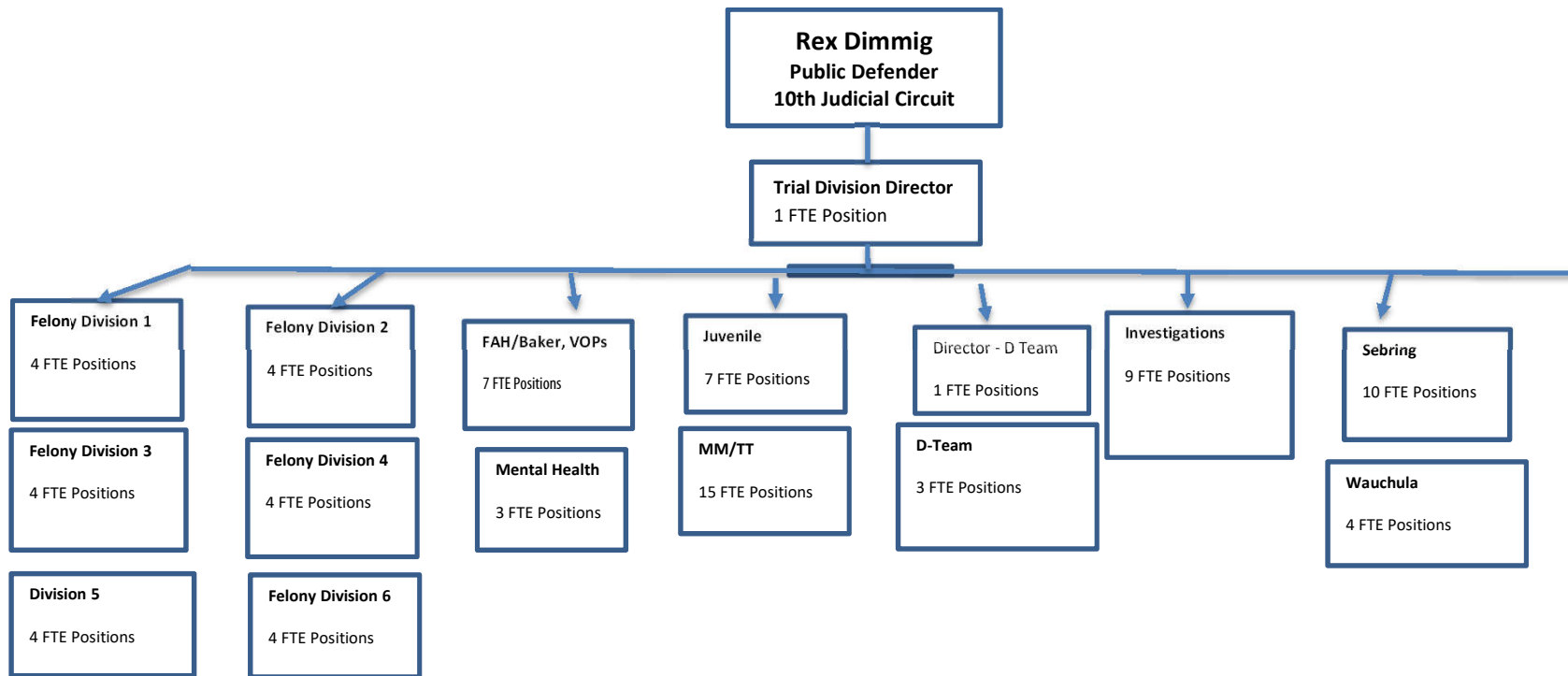
**PUBLIC DEFENDER
ROBERT WESLEY**

**Chief Asst. PD
APD**

**Administrative
Director**

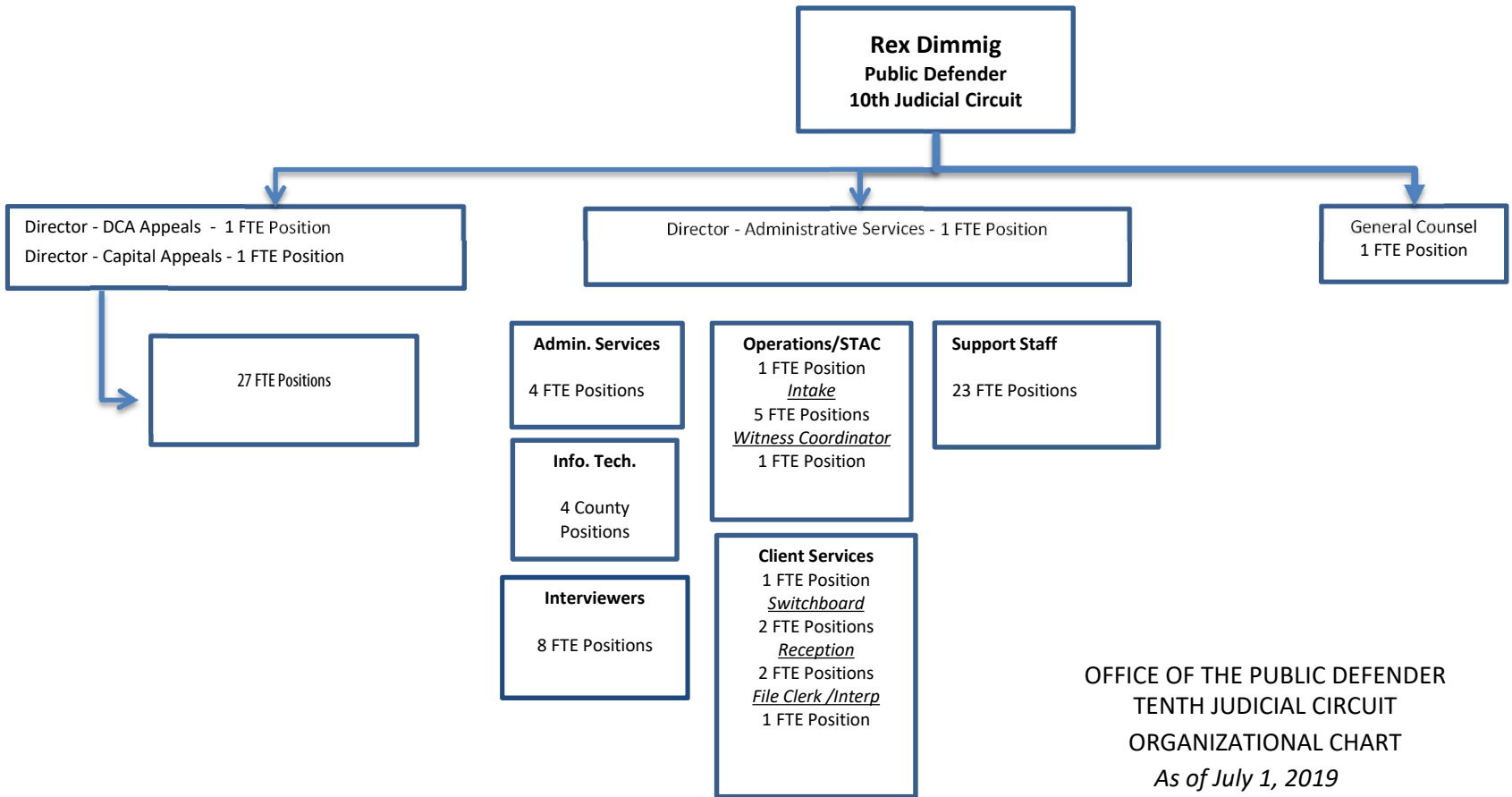
Fiscal Spec.
Admin. Asst II
Fisc Asst - Temp





OFFICE OF THE PUBLIC DEFENDER
TENTH JUDICIAL CIRCUIT
ORGANIZATIONAL CHART
As of July 1, 2019

Trials 114 FTE



OFFICE OF THE PUBLIC DEFENDER
TENTH JUDICIAL CIRCUIT
ORGANIZATIONAL CHART
As of July 1, 2019

Appeals 50 FTE



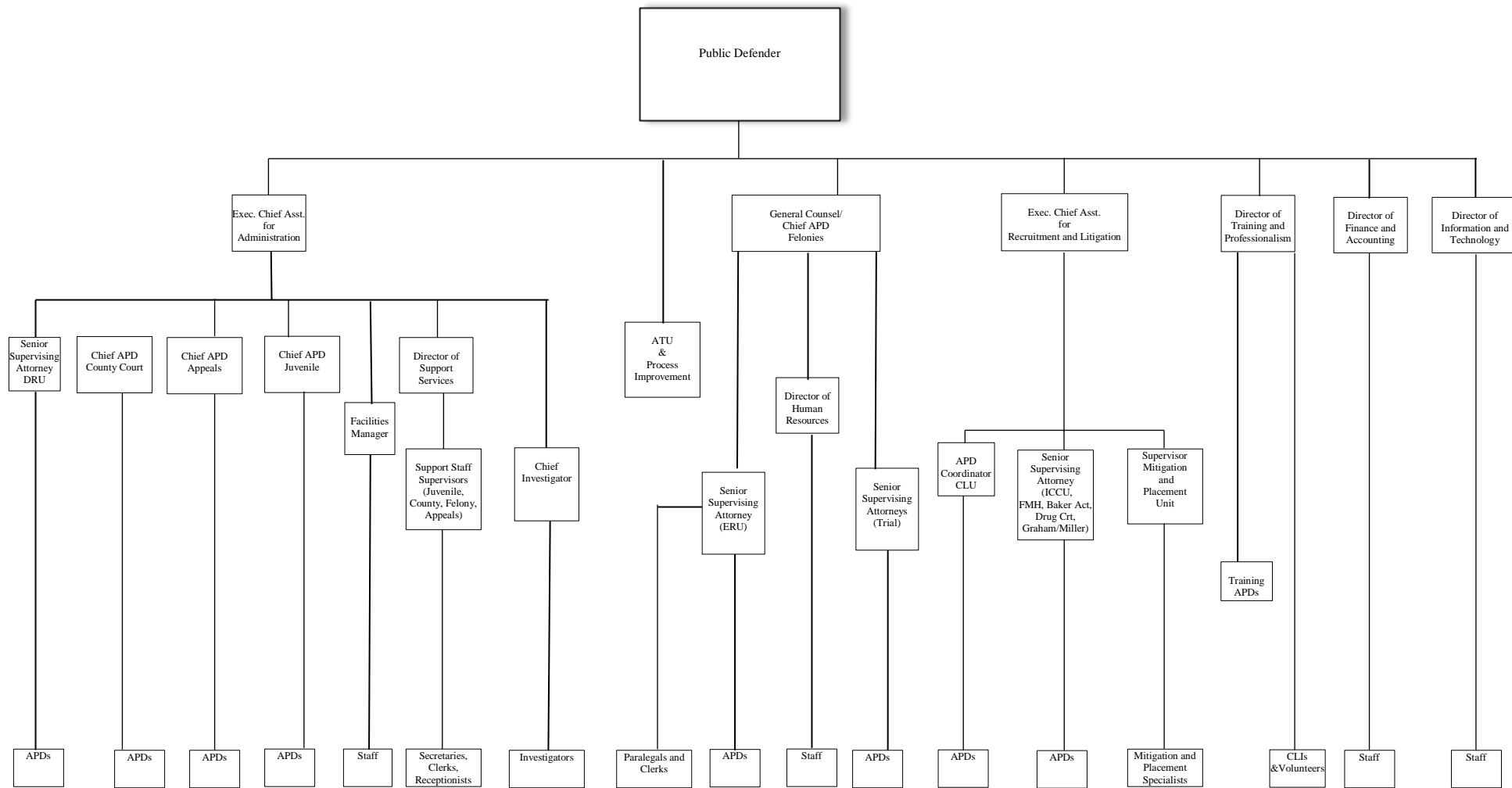
LAW OFFICES OF THE PUBLIC DEFENDER

Eleventh Judicial Circuit of Florida

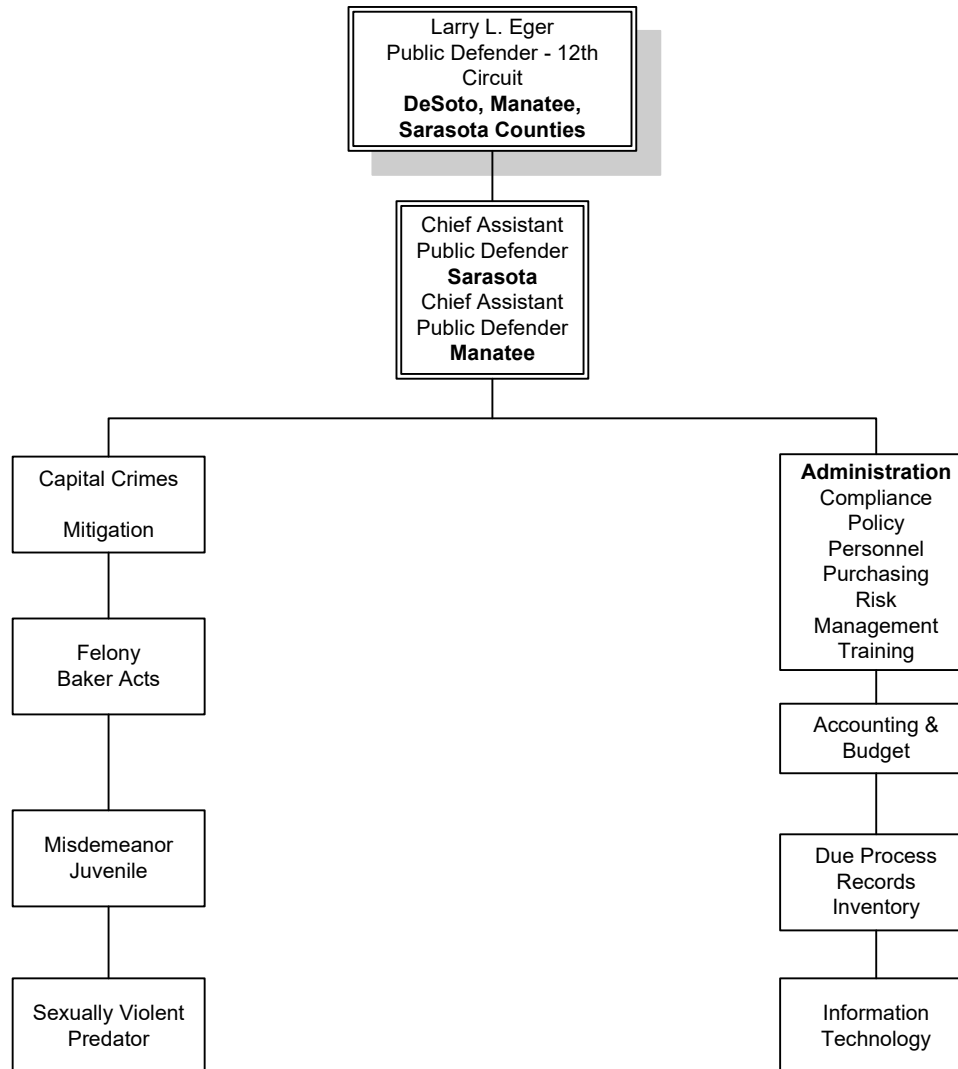


Revised: July 1, 2019

Organizational Chart

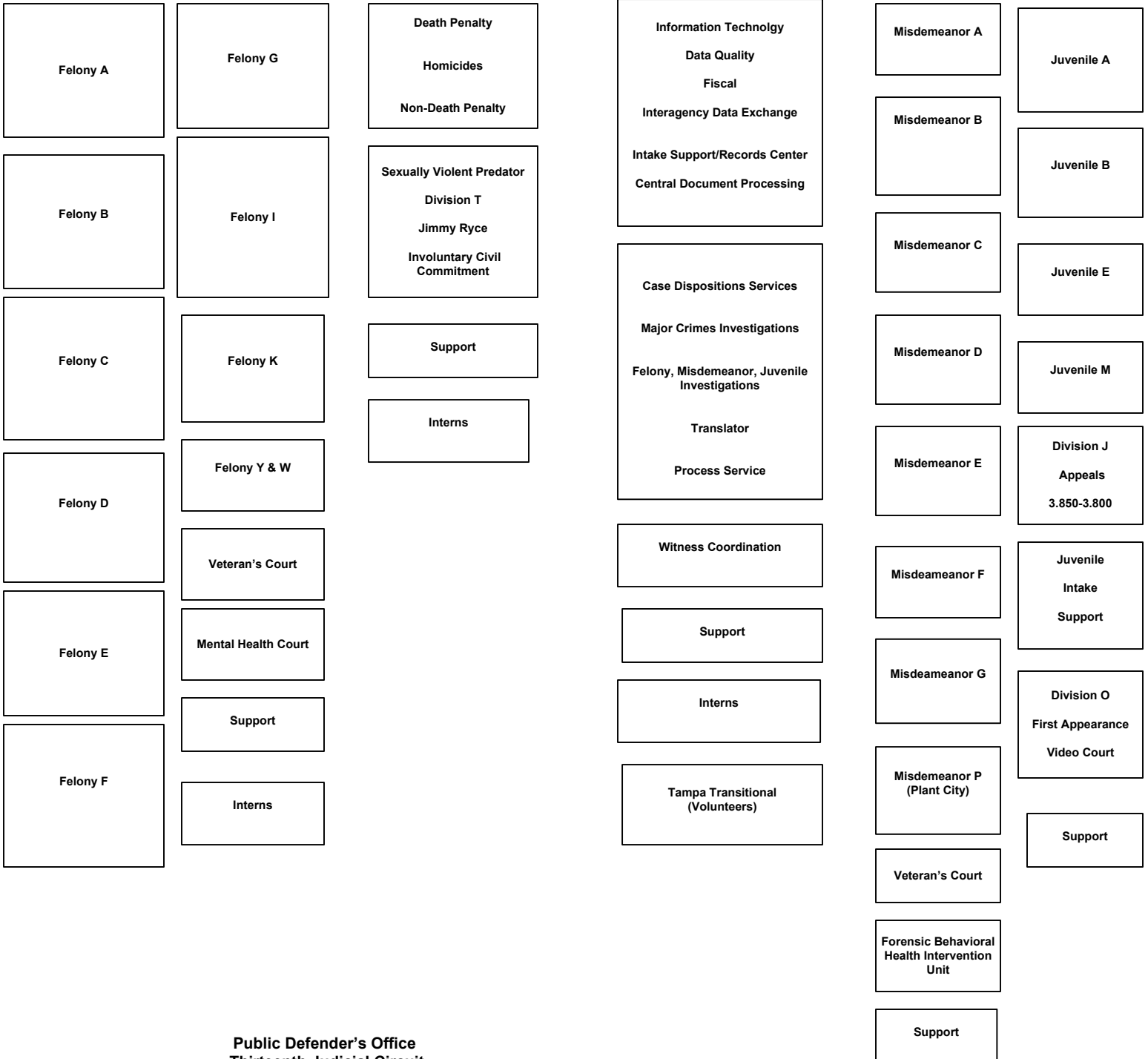
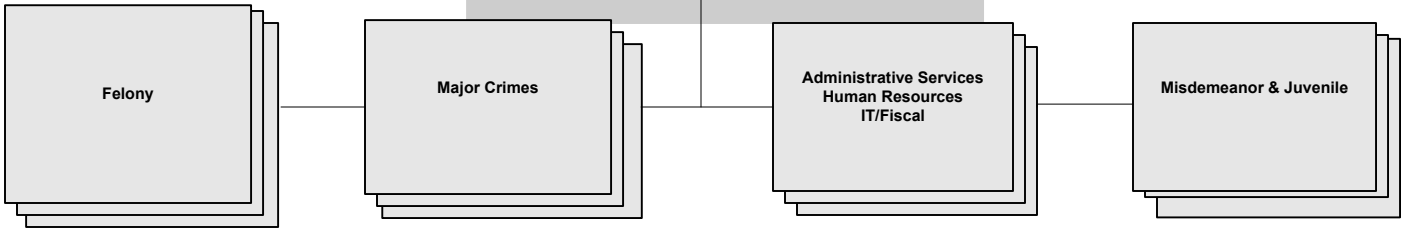


**Office of the
Public Defender
Twelfth Judicial
Circuit
July 1, 2019**

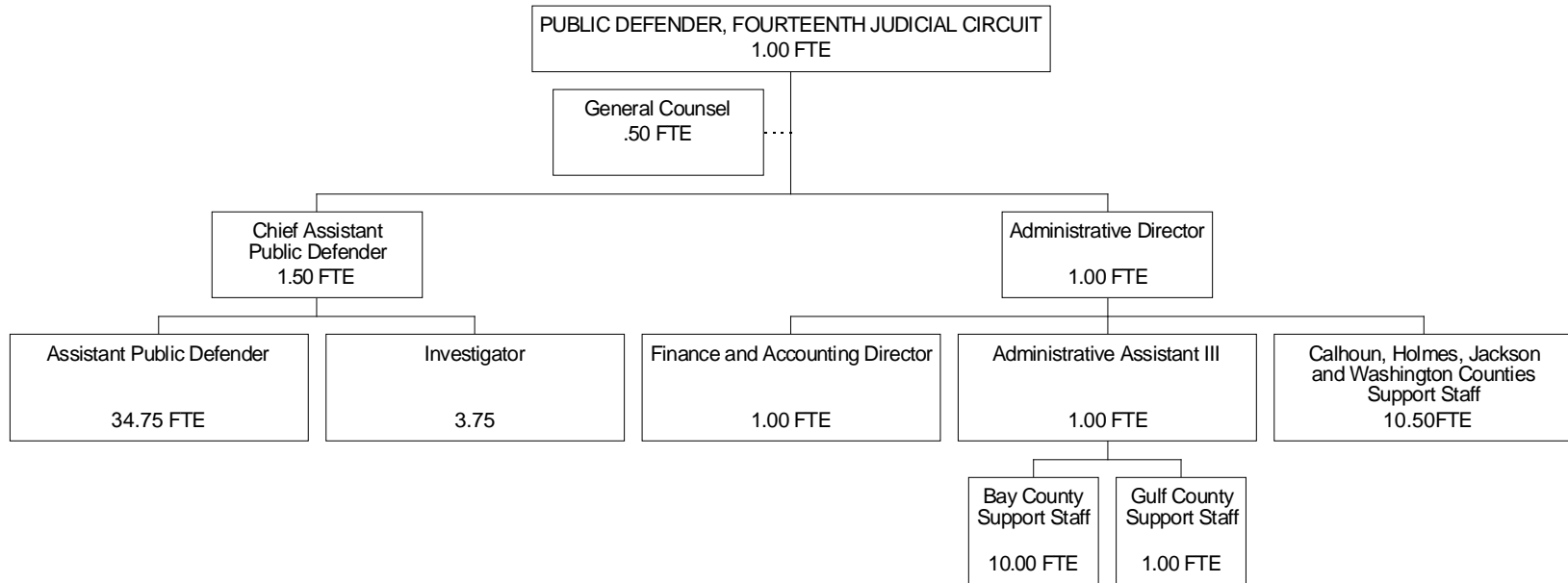


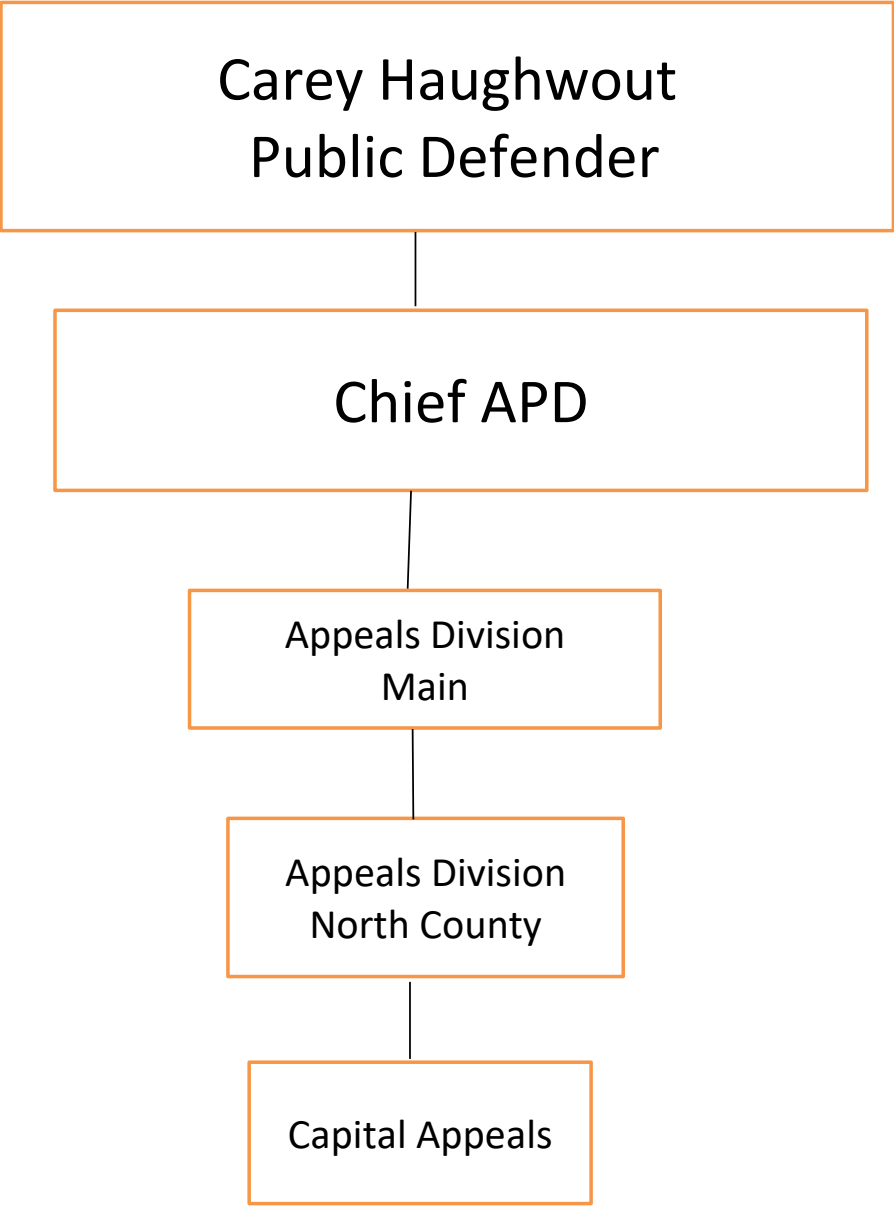
**95.5 FTE Positions
Appropriated**

**Julianne M. Holt
Public Defender**



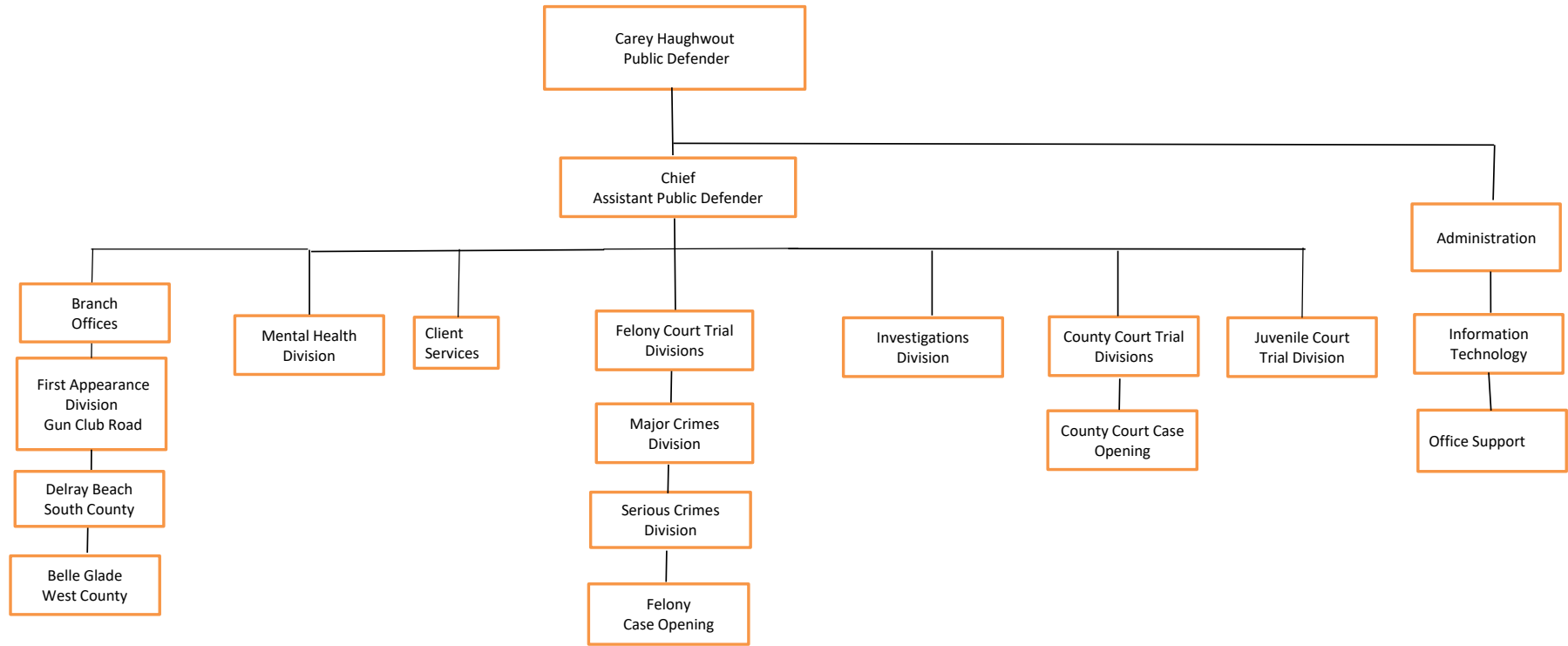
**OFFICE OF PUBLIC DEFENDER
FOURTEENTH JUDICIAL CIRCUIT
APPROVED FTE: 66.00
July 1, 2019**





PUBLIC DEFENDER'S APPELLATE OFFICE, 15TH JUDICIAL CIRCUIT
37.00 FTE POSITIONS STATE FUNDED

Effective: July 1, 2019

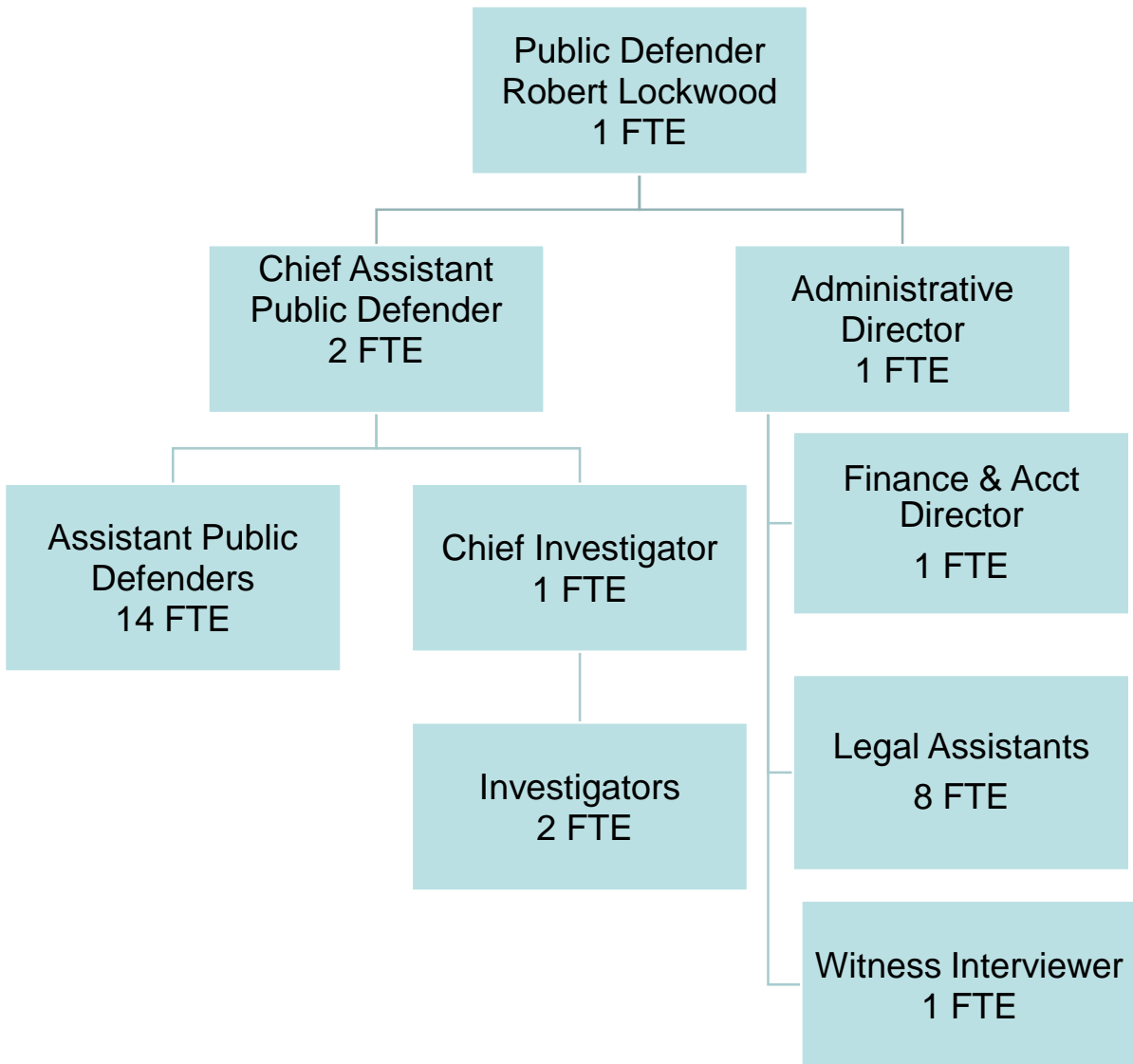


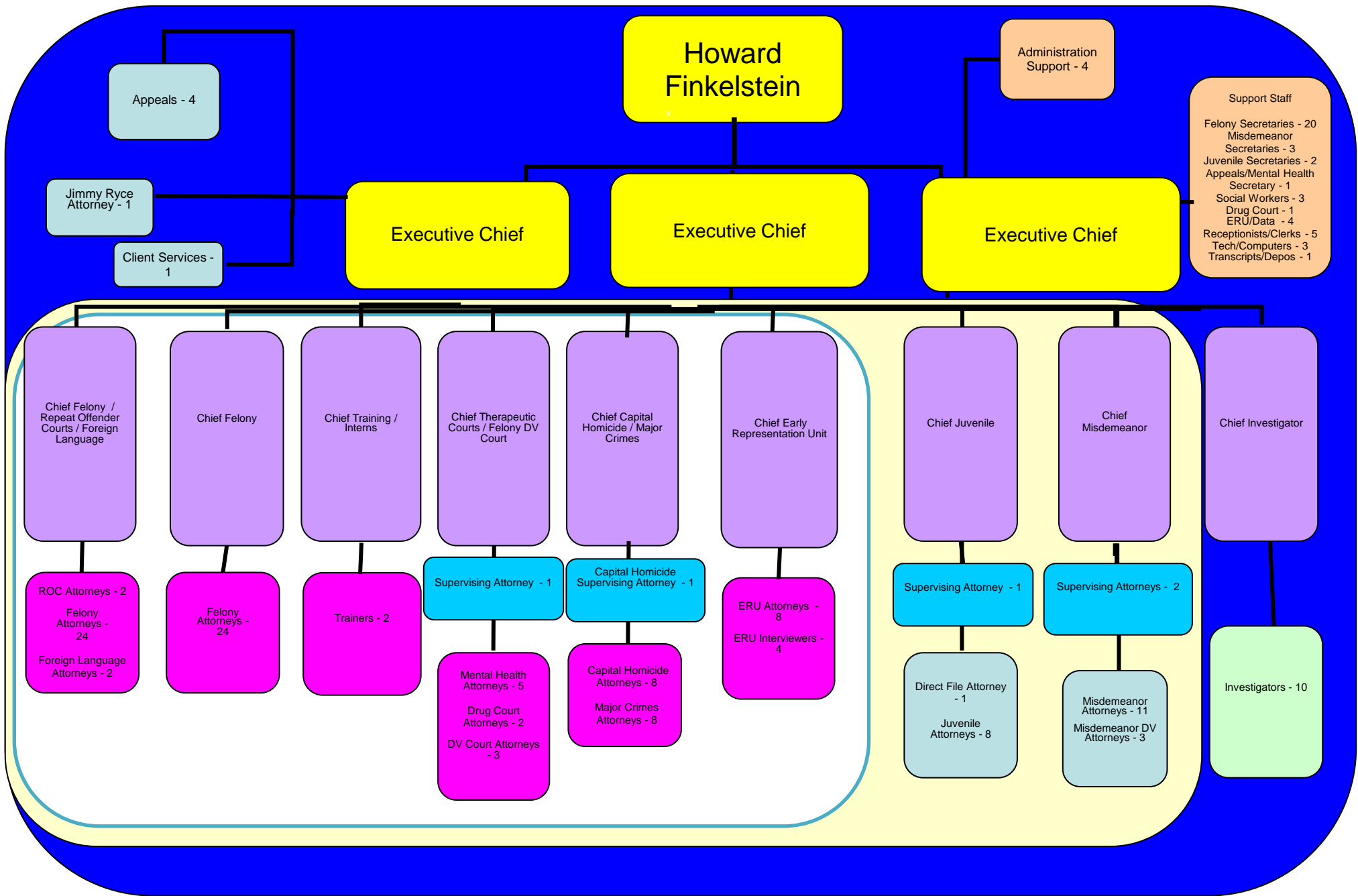
PUBLIC DEFENDER'S OFFICE, 15TH JUDICIAL CIRCUIT
189.00 FTE POSITIONS STATE FUNDED
 Effective July 1, 2019

OFFICE OF THE PUBLIC DEFENDER

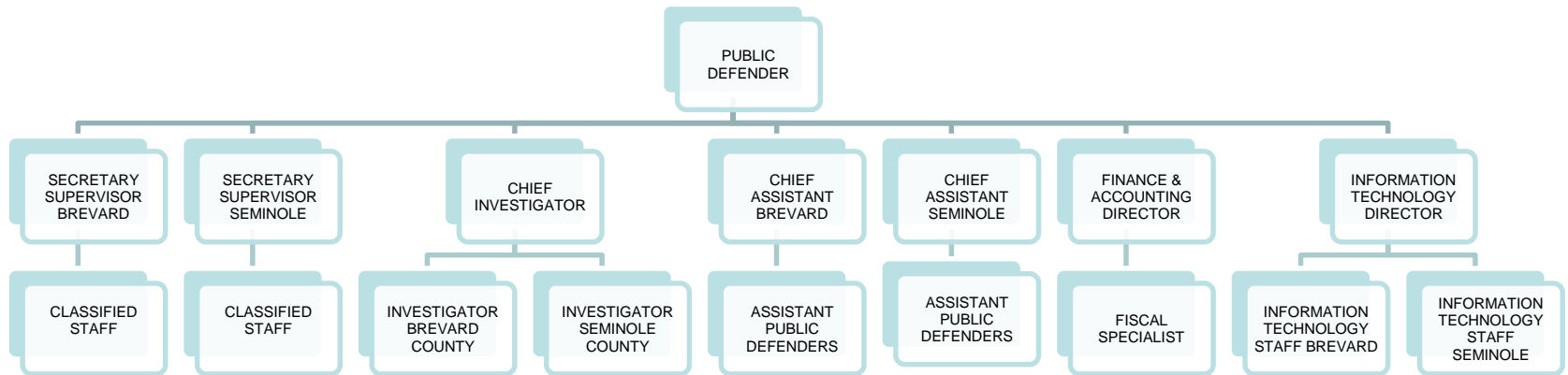
SIXTEENTH JUDICIAL CIRCUIT

July 1, 2019



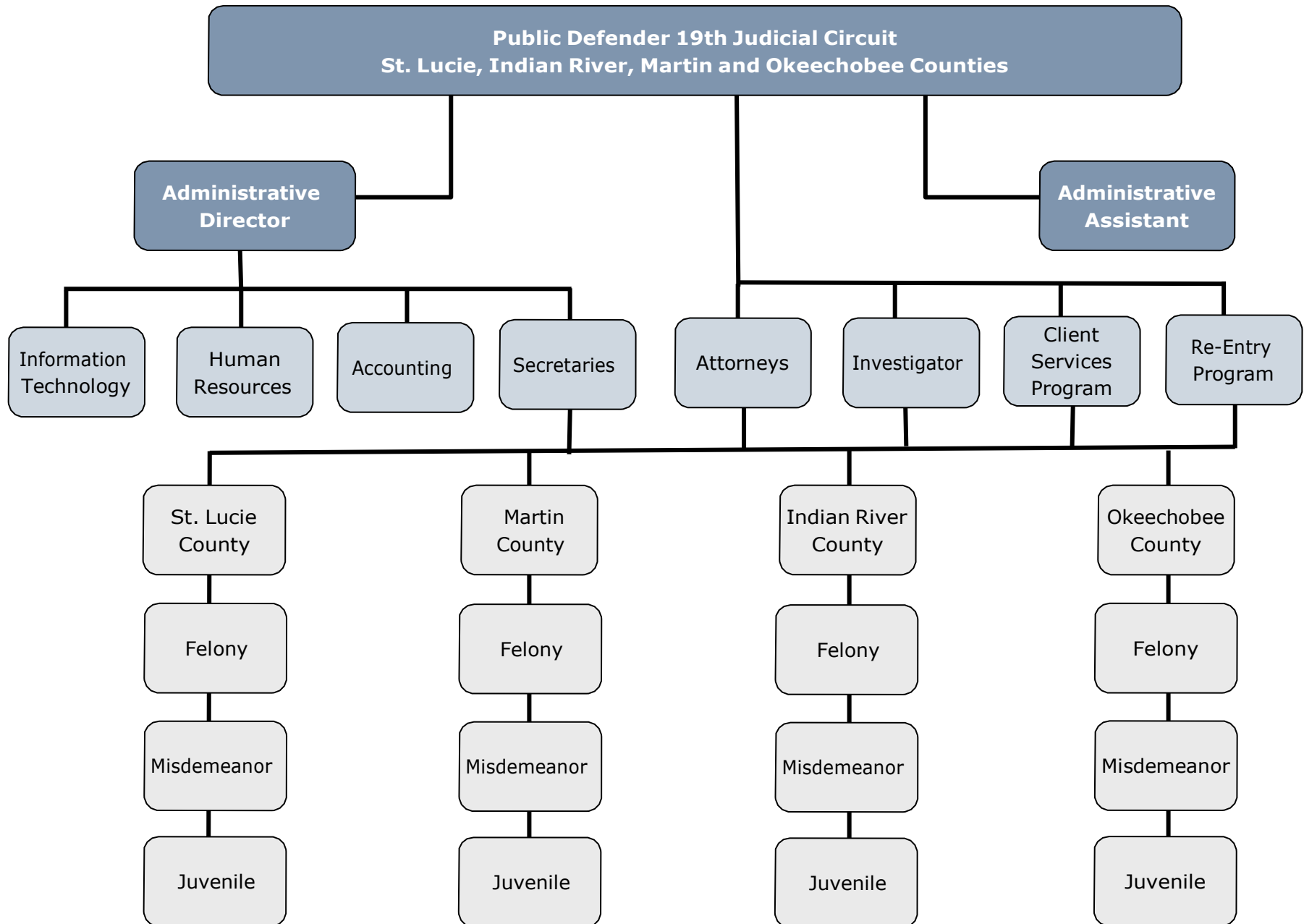


PUBLIC DEFENDER, EIGHTEENTH JUDICIAL CIRCUIT

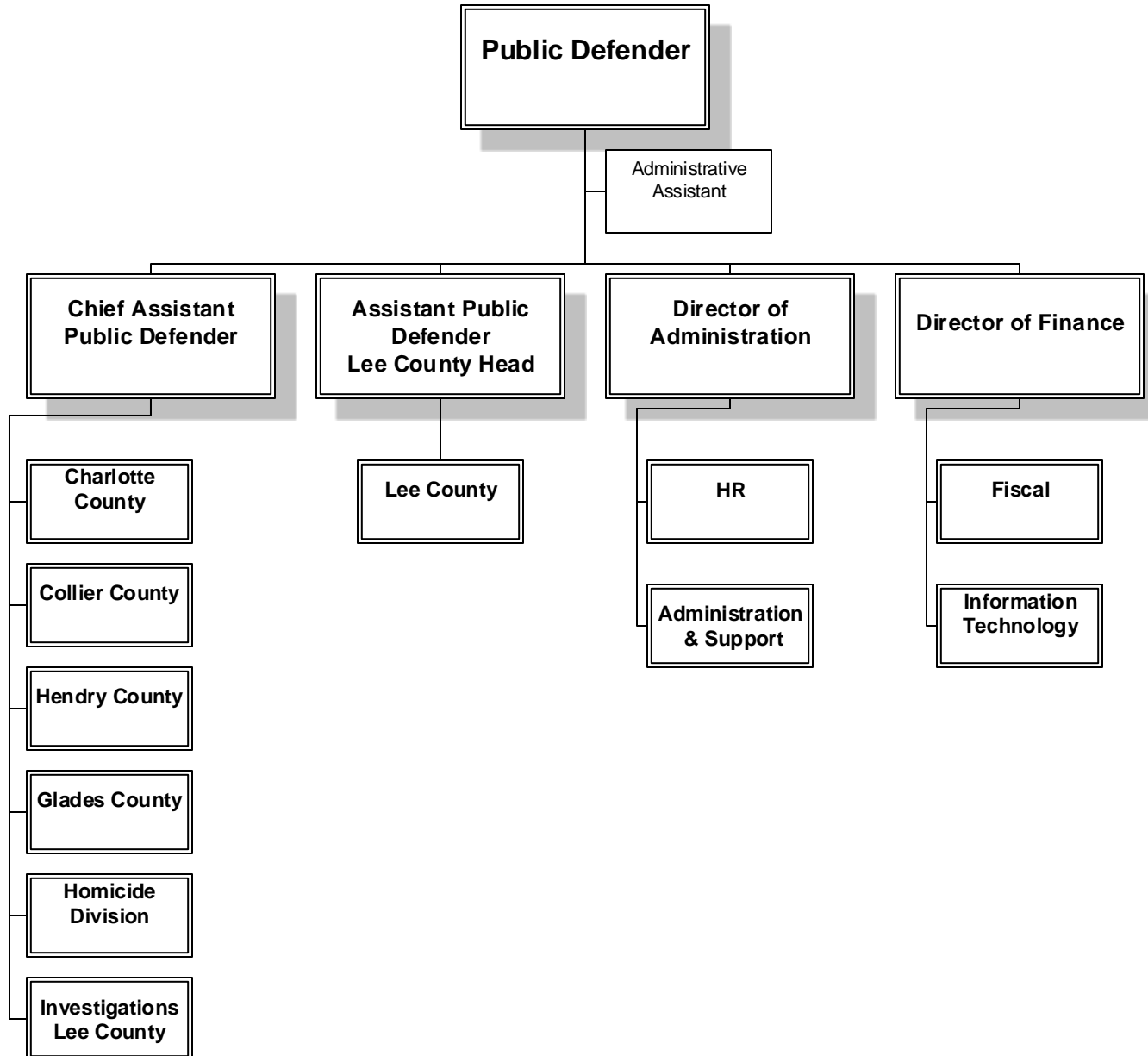


July 1, 2019

111 FTE POSITIONS STATE FUNDED



**Law Offices of Kathleen A. Smith
Public Defender – 20th Judicial Circuit
Organization Chart
Effective July 1, 2019**



Authorized FTEs 138.0

Capital Collateral Regional Counsel – North

Office Flow Chart FY 2019-2020

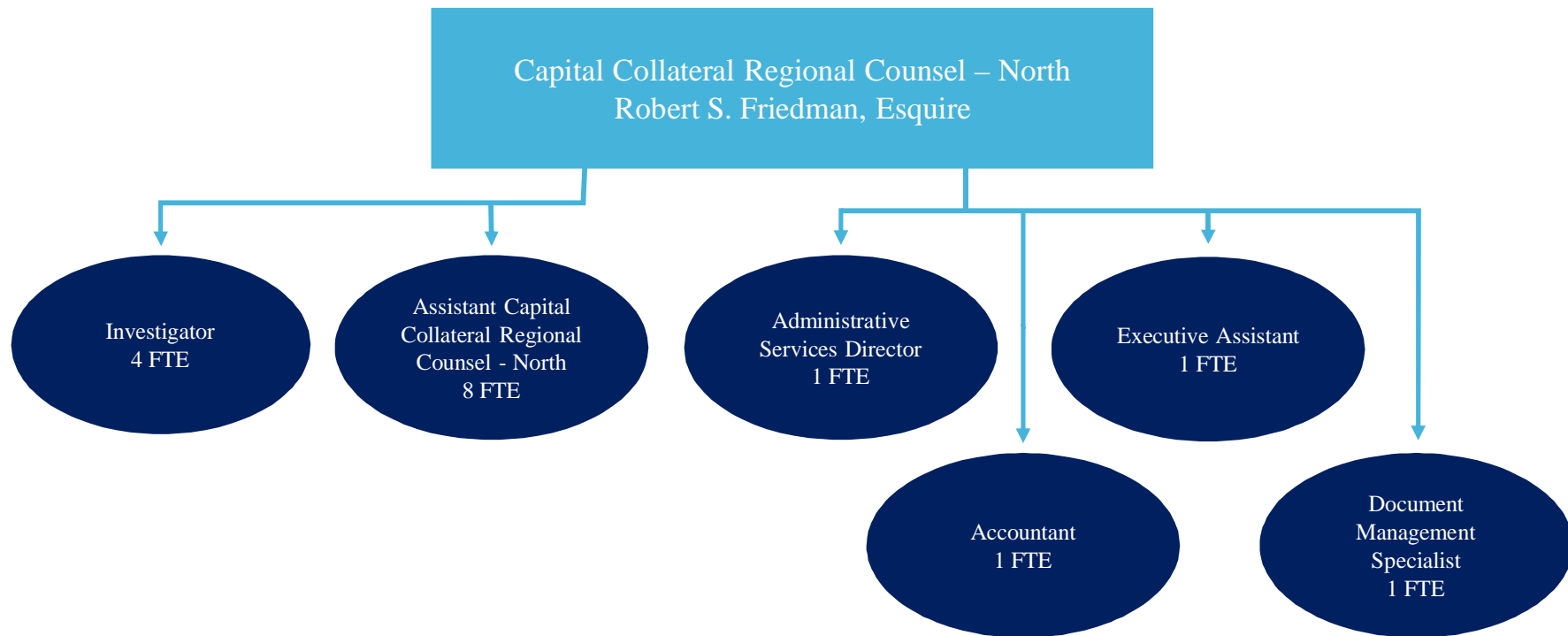
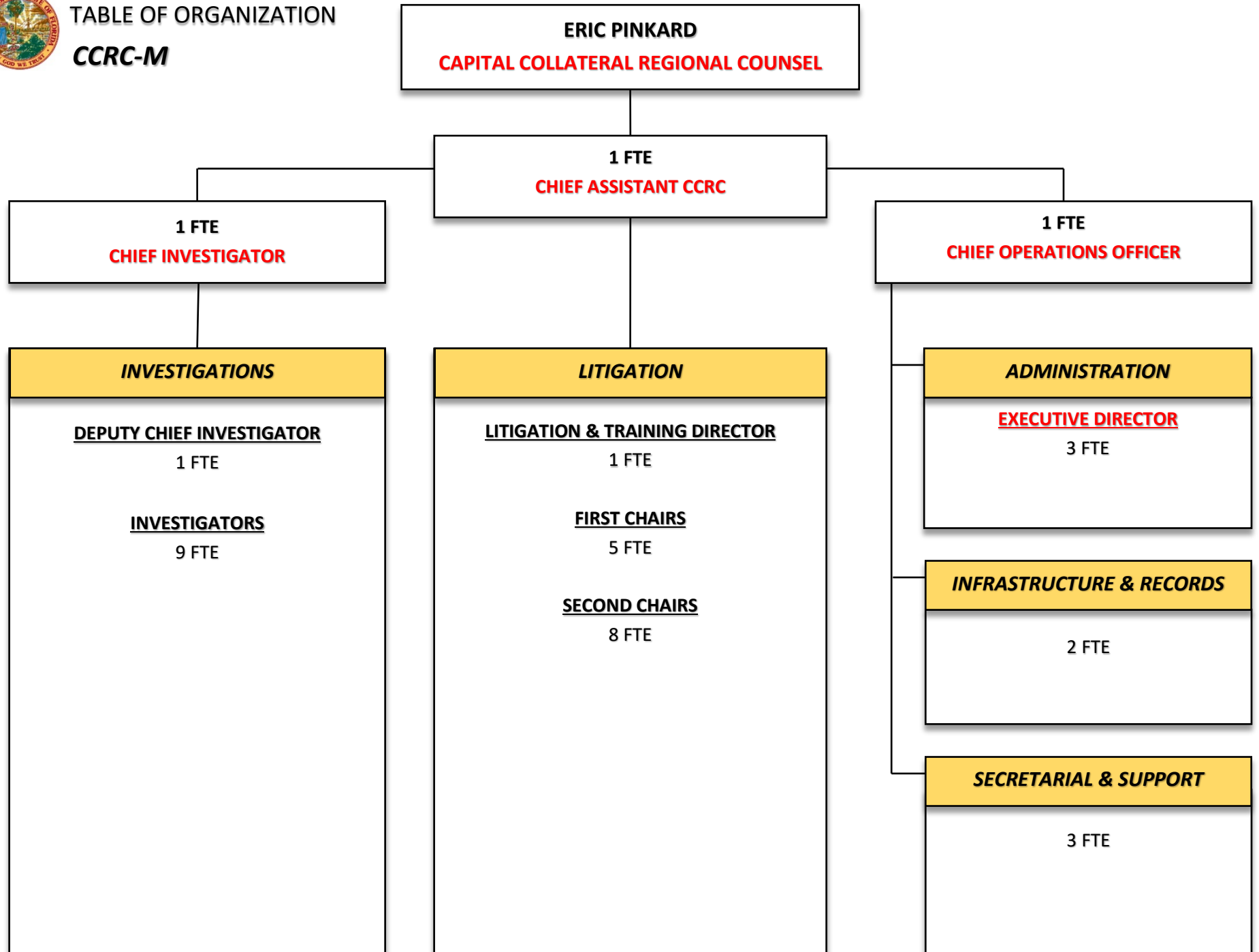


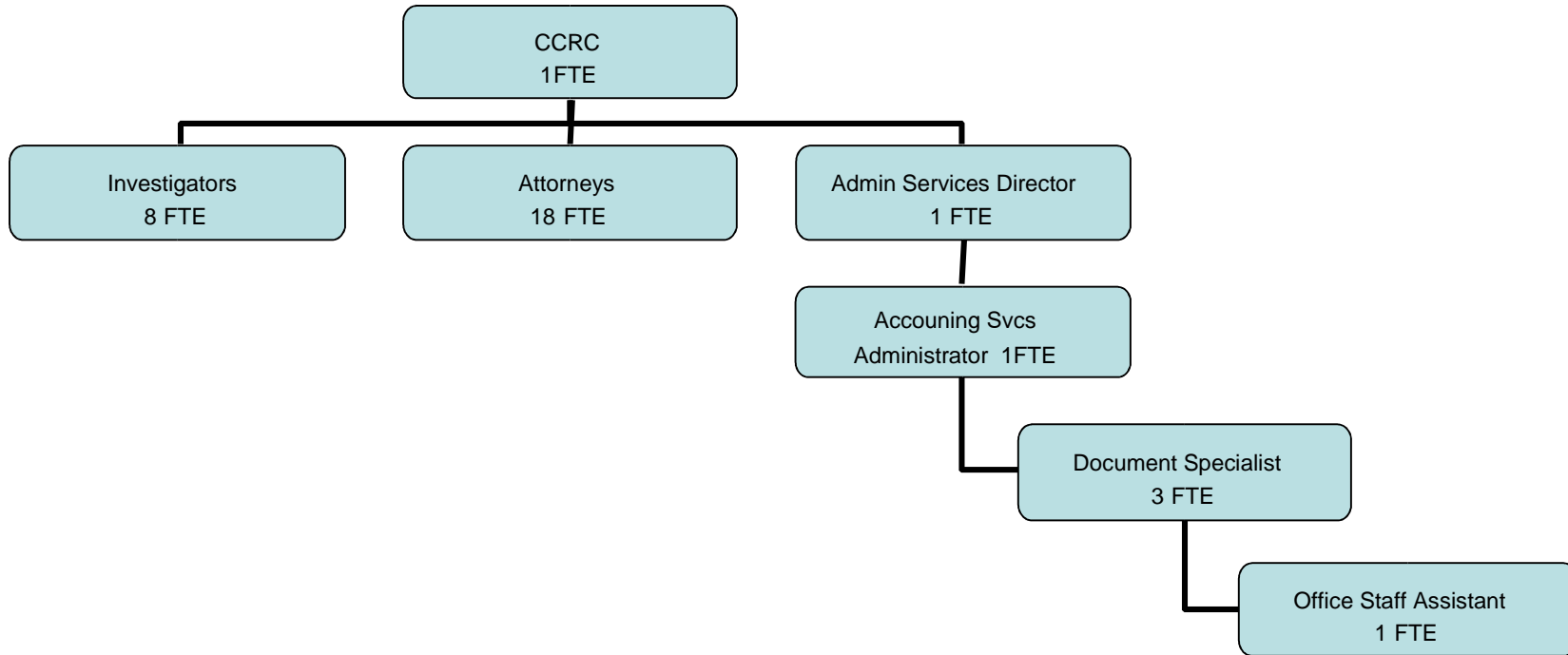


TABLE OF ORGANIZATION
CCRC-M

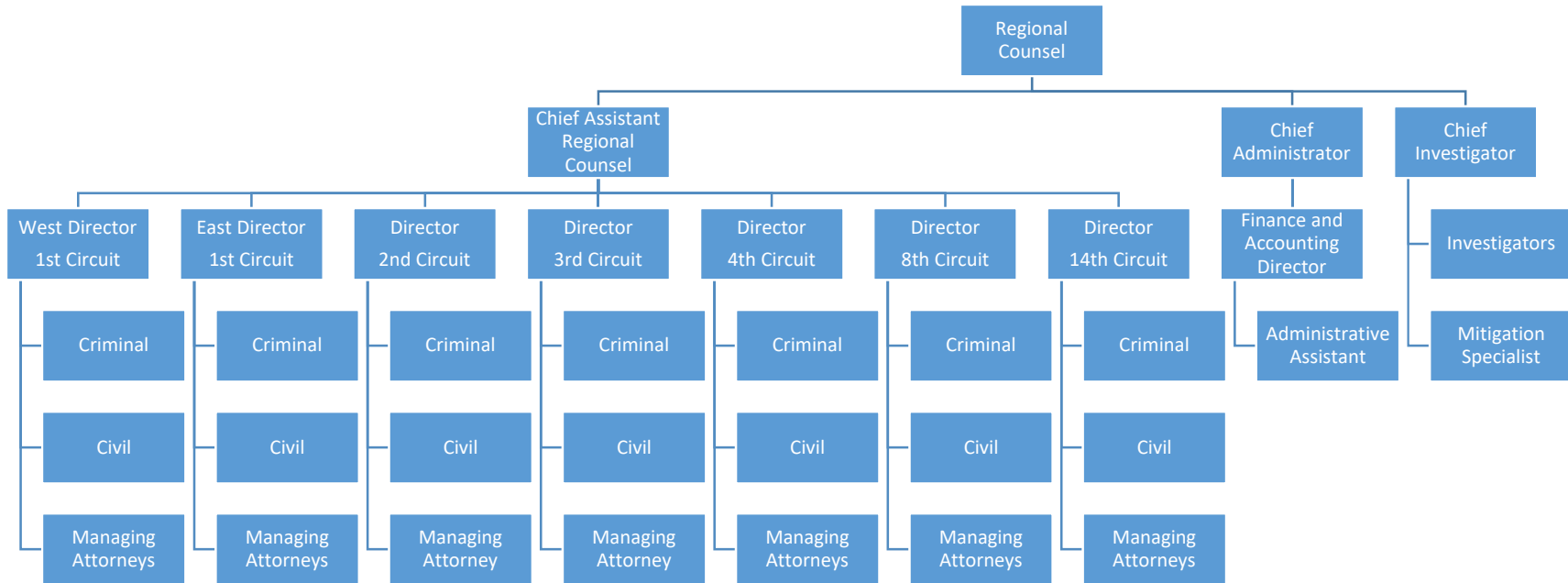


LEGISLATIVE BUDGET REQUEST FY 2020 - 2021

CCRC-South's Organizational Chart



Regional Counsel 1

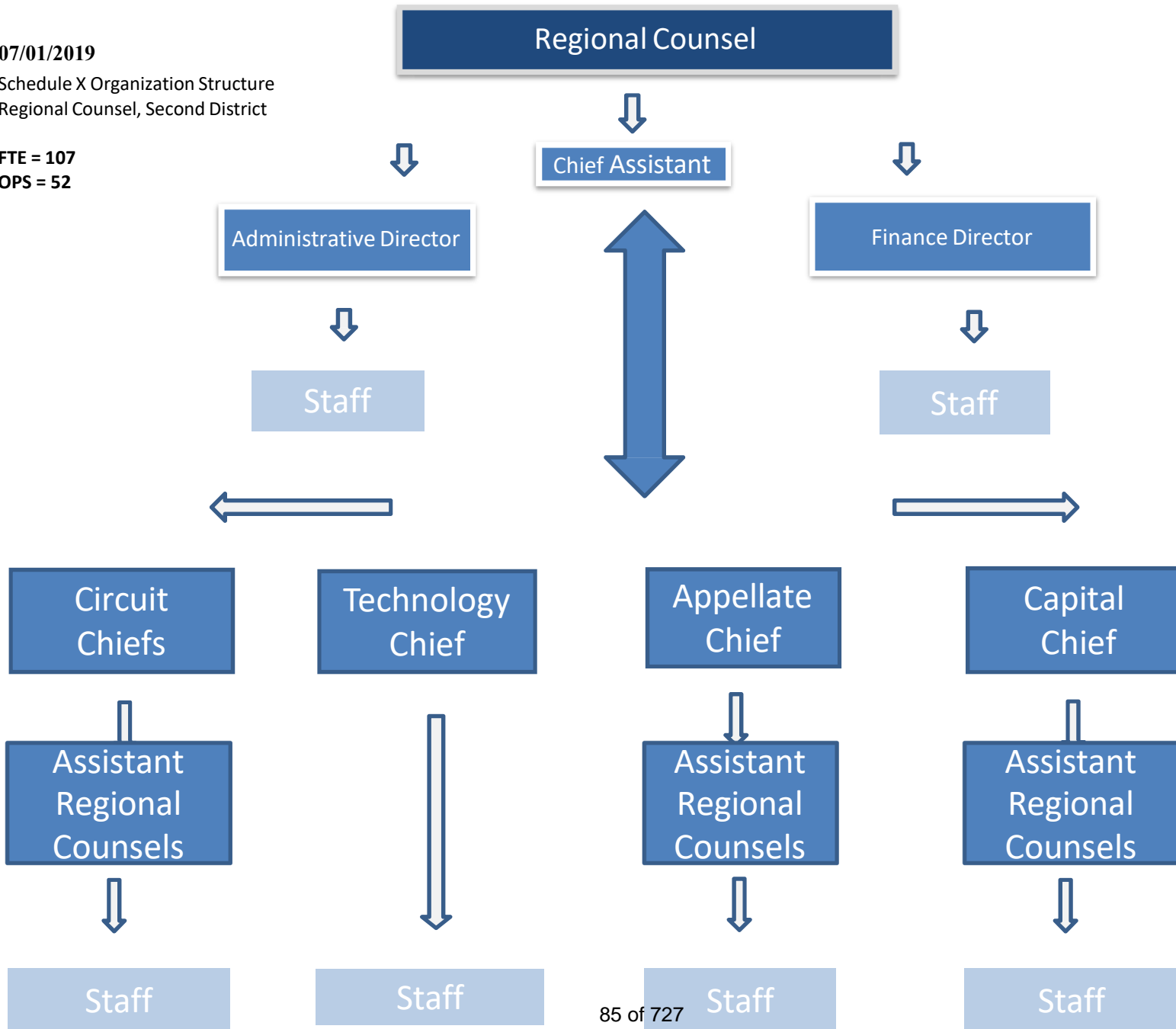


07/01/2019

Schedule X Organization Structure
Regional Council, Second District

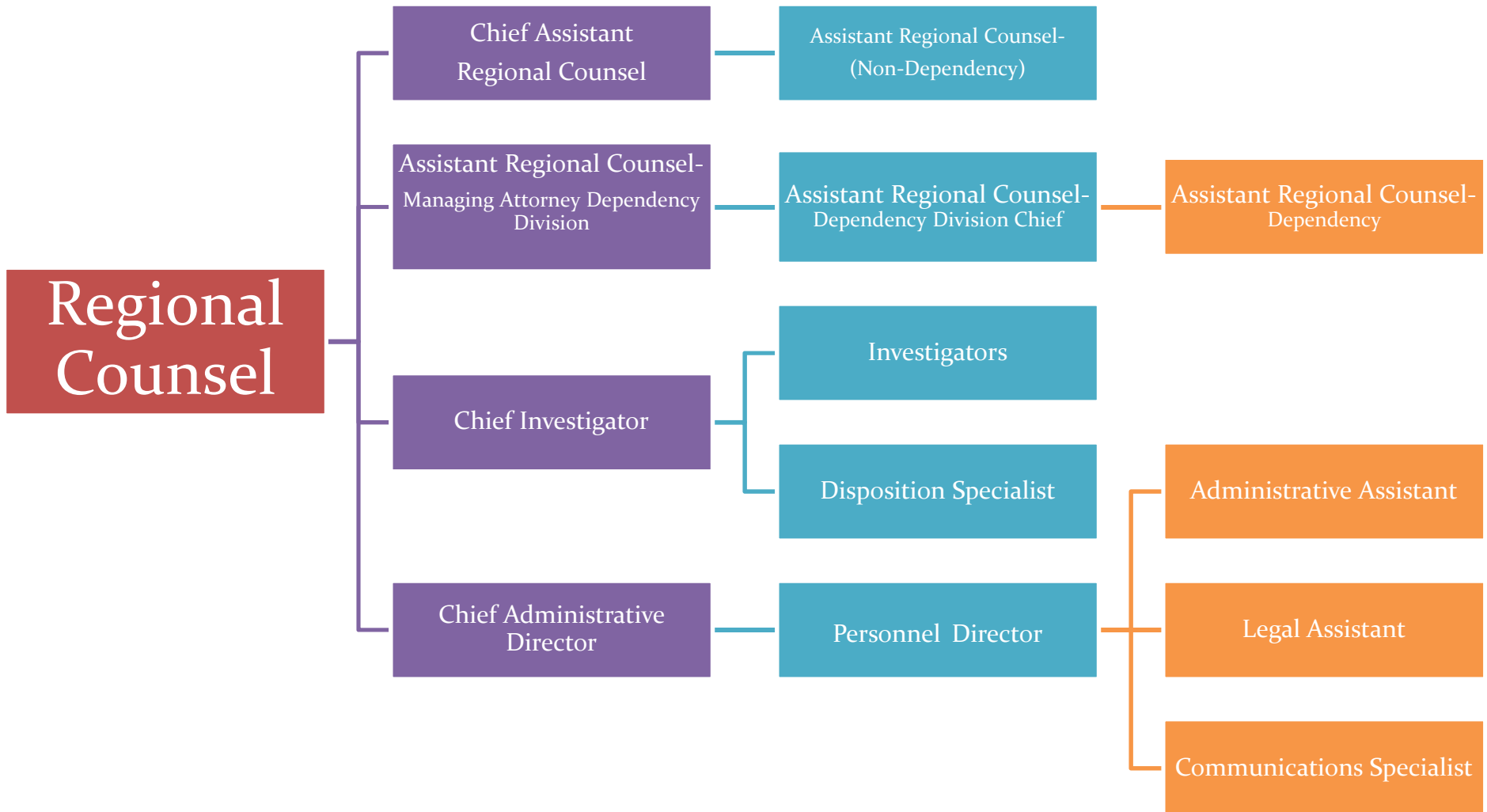
FTE = 107

OPS = 52

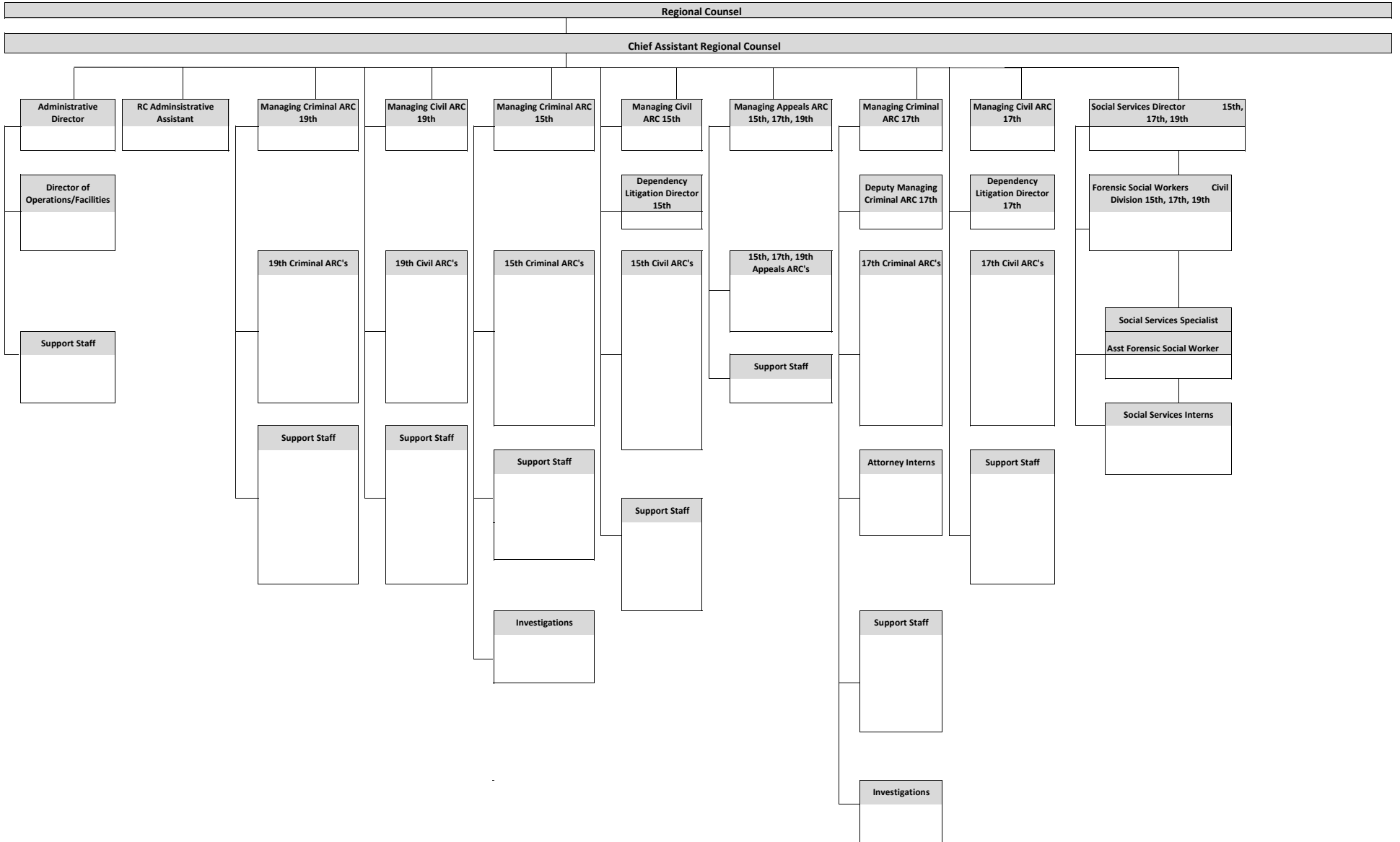


Criminal Conflict and Civil Regional Counsel; Third Region of Florida (RC3)

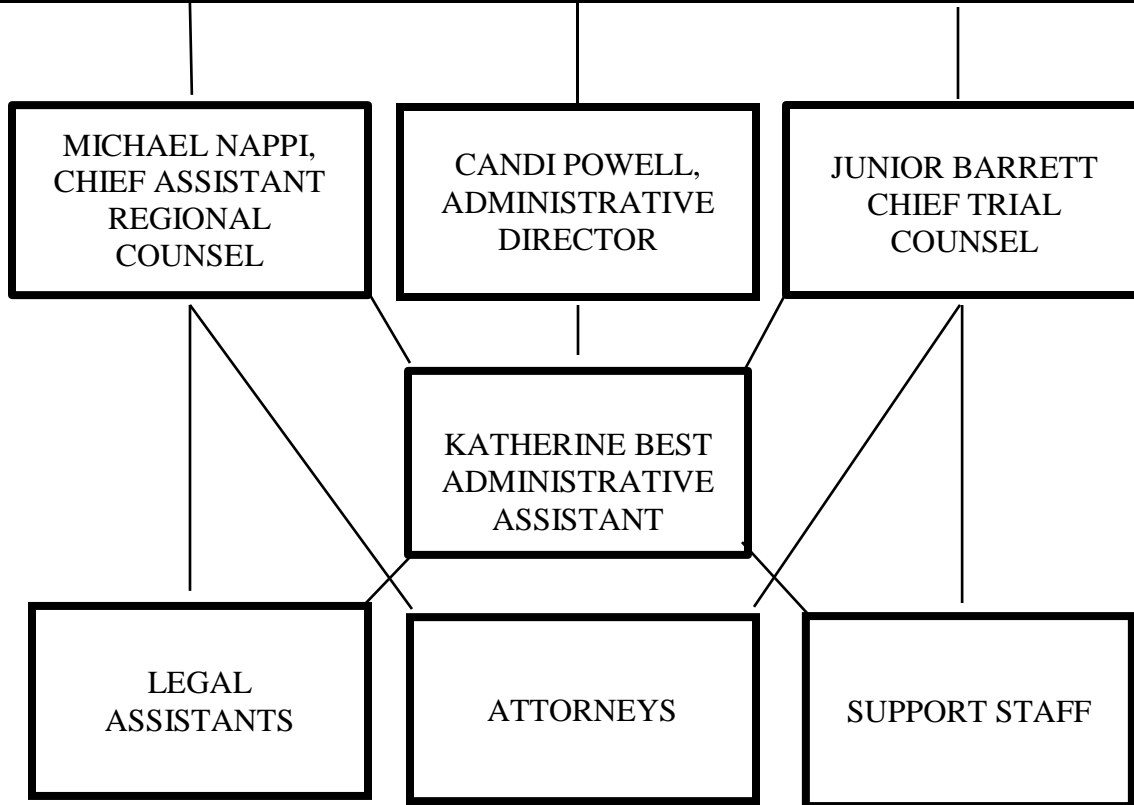
Effective 7/1/2019



SCHEDULE X - ORGANIZATION CHART
CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL, 4TH DISTRICT
 Effective July 1, 2019



JEFF DEEN, REGIONAL COUNSEL



- Effective July 1, 2019

JUSTICE ADMINISTRATION	FISCAL YEAR 2018-19			
	SECTION I: BUDGET		FIXED CAPITAL OUTLAY	
	OPERATING			
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT		912,457,101	0	
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)		40,727,849	1,000,000	
FINAL BUDGET FOR AGENCY		953,184,950	1,000,000	
SECTION II: ACTIVITIES * MEASURES	Number of Units	(1) Unit Cost	(2) Expenditures (Allocated)	(3) FCO
				1,000,000
Executive Direction, Administrative Support and Information Technology (2)				
Represent Children * Average number of children represented.	24,494	2,120.59	51,941,822	
Civil Investigative Services * Number of appointed civil cases investigated	41,646	175.97	7,328,248	
Criminal Investigative Services * Number of appointed criminal cases investigated	594,980	173.04	102,952,442	
Criminal Trial Indigent Defense * Number of appointed criminal cases	575,469	172.78	99,428,502	
Civil Trial Indigent Defense * Number of appointed civil cases	41,646	175.97	7,328,259	
Indigent Appellate Defense * Number of appointed appellate cases	3,997	4,180.12	16,707,943	
Death Penalty Legal Counsel * Number of active cases	155	40,892.26	6,338,300	
Death Row Case Preparation * Number of active cases	101	34,314.06	3,465,720	
Felony Prosecution * Felony Cases Referred	367,803	678.21	249,447,341	
Misdemeanor Prosecution * Misdemeanor/Criminal Traffic Cases Referred	630,119	177.75	112,002,599	
Juvenile Prosecution * Juvenile Cases Referred	100,257	371.36	37,231,084	
Child Support Enforcement Services * Child Support Enforcement Actions	30,977	818.57	25,356,860	
Civil Action Services * Number of Civil Actions	108,804	139.99	15,231,335	
Regional Counsel Workload * Number of appointed cases.	58,574	827.33	48,459,892	
TOTAL				783,220,347
SECTION III: RECONCILIATION TO BUDGET				
PASS THROUGHS				
TRANSFER - STATE AGENCIES			117,622,062	
AID TO LOCAL GOVERNMENTS				
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS				
OTHER				
REVERSIONS			52,342,547	
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)				953,184,956

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

(1) Some activity unit costs may be overstated due to the allocation of double budgeted items.

(2) Expenditures associated with Executive Direction, Administrative Support and Information Technology have been allocated based on FTE. Other allocation methodologies could result in significantly different unit costs per activity.

(3) Information for FCO depicts amounts for current year appropriations only. Additional information and systems are needed to develop meaningful FCO unit costs.

(4) Final Budget for Agency and Total Budget for Agency may not equal due to rounding.

SECTION III - PASS THROUGH 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: _____

AUDIT #1: THE FOLLOWING STATEWIDE ACTIVITIES (ACT0010 THROUGH ACT0490) HAVE AN OUTPUT STANDARD (RECORD TYPE 5) AND SHOULD NOT:

*** NO ACTIVITIES FOUND ***

AUDIT #2: 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 ***

AUDIT #3: THE ACTIVITIES LISTED IN AUDIT #3 DO NOT HAVE AN ASSOCIATED OUTPUT STANDARD. IN ADDITION, THE ACTIVITIES WERE NOT IDENTIFIED AS A TRANSFER-STATE AGENCIES, AS AID TO LOCAL GOVERNMENTS, OR A PAYMENT OF PENSIONS, BENEFITS AND CLAIMS (ACT0430). ACTIVITIES LISTED HERE SHOULD REPRESENT TRANSFERS/PASS THROUGH THAT ARE NOT REPRESENTED BY THOSE ABOVE OR ADMINISTRATIVE COSTS THAT ARE UNIQUE TO THE AGENCY AND ARE NOT APPROPRIATE TO BE ALLOCATED TO ALL OTHER ACTIVITIES.

*** NO ACTIVITIES FOUND ***

AUDIT #4: TOTALS FROM SECTION I AND SECTIONS II + III:

DEPARTMENT: 21	<u>EXPENDITURES</u>	<u>FCO</u>
FINAL BUDGET FOR AGENCY (SECTION I):	953,184,950	1,000,000
TOTAL BUDGET FOR AGENCY (SECTIONS II + III):	953,184,956	1,000,000
	-----	-----
DIFFERENCE:	6-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====

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

Agency: Justice Administrative Commission

Contact: Alton L. "Rip" Colvin, Jr.

Article III, Section 19(a)3, Florida Constitution, requires each agency Legislative Budget Request to be based upon and reflect the long range financial outlook adopted by the Joint Legislative Budget Commission or to explain any variance from the outlook.

- 1) Does the long range financial outlook adopted by the Joint Legislative Budget Commission in September 2019 contain revenue or expenditure estimates related to your agency?

Yes No

- 2) If yes, please list the estimates for revenues and budget drivers that reflect an estimate for your agency for Fiscal Year 2020-2021 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2020-2021 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	Justice Administration Entities	B	\$6.9M	\$8.4M
b				

- 3) If your agency's Legislative Budget Request does not conform to the long range financial outlook with respect to the revenue estimates (from your Schedule I) or budget drivers, please explain the variance(s) below.

The Financial Outlook includes in Budget Driver #30, an increase of approximately \$3.9 million in recurring General Revenue each year for due process and conflict case costs for the judicial system. It also includes an increase of \$3.1 million in recurring General Revenue each year for the five Criminal Conflict and Civil Regional Counsels to address issues involving workload, due process costs, and other critical operating needs.

Justice Administration entities are requesting a total of \$2,950,000 in due process funding as follows: State Attorneys (IC 5300280) Increased Due Process Costs for State Attorneys – the State Attorney in the 17th Judicial Circuit is requesting \$500,000 based on projected due process costs associated with the Marjory Stoneman Douglas School shooting case. Public Defenders (IC 3000040) Increase Due Process Fund – The Florida Public Defenders' Association has identified as a top priority, a recurring \$1,000,000 in General Revenue for statewide distribution to all Public Defenders to cover rising workload costs and projected shortfalls in the due process category. Individual Public Defender Offices are requesting an additional \$450,000 for their specific needs and the Public Defender's office in the 17th Circuit is requesting \$1,000,000 in non-recurring funds for the Marjory Stoneman Douglas School shooting case in which their client is facing the death penalty (IC 4200820).

Schedule XIV
Variance from Long Range Financial Outlook

Page 2 of 2

Agency: Justice Administrative Commission

Contact: Alton L. "Rip" Colvin, Jr.

The Offices of Criminal Conflict and Civil Regional Counsel are requesting a total of \$5,456,776 in new funding issues for FY 2020-21. The total request is based on the individual offices' requirements for: recurring building rental at \$106,560, training at \$50,000, Florida Bar Dues at \$23,000 and non-recurring equipment needs at \$51,481, as well as expected workload needs and requested Salaries and Benefits adjustments.

Projected workload needs for the Regional Counsels total \$4,441,284 of which \$157,510 is non-recurring (ICs 3001360, 3005190 and 5005020) and includes a cross jurisdictional death penalty program proposed by the Regional Counsel in the 2nd District (RC2). The proposal, which will cost the State of Florida \$1,395,589 for FY2020-21, seeks to demonstrate that assigning death penalty cases to RC2 attorneys who receive a set salary, rather than private registry counsel, will result in a significant cost savings to the State of Florida. The cost of a death penalty case can vary from \$100,000 to close to \$2.1 million (Schottelkotte, 2013,p.I). The additional \$3,045,695 is requested for anticipated needs for dependency legal representation in all regions and capital criminal cases in the Fourth Region.

In addition, the Regional Counsels are requesting recurring salaries and benefits adjustments totaling \$784,451 (ICs 4203A20, 4401A90 and 4409A10). These pay issues are needed for the recruitment and retention of qualified staff.

Budget Entity Level Exhibits or Schedules

Justice Administrative Commission

Budget Entity: 21300800

Justice Administrative Commission

Schedule I Series

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office: Justice Administrative Commission

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Mailea Adams

Telephone #: 850-488-2415

Revenue Estimating Methodology:

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

Foster Care Citizen Review Board: Based on provisions of Chapter 2005-70, L.O.F. (s.318.21 (2), F.S.)

Qualified Transportation Benefits Program: Based on anticipated collections

Garnishment Fees: Based on anticipated collections

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 300,100
Less 8% Service Charge	\$ -24,008
= Receipts Applicable to 5% Assessment	\$ 276,092
x 5% State Trust Fund Reserve	\$ 13,805

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 300,100
x 8% Service Charge	\$ 24,008
FY 2019-20 Receipts Applicable to SCGR	\$ 300,100
x 8% Service Charge	\$ 24,008

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Executive Direction and Support Services
	20-2-339040

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	86,397.91	(A)	-	86,397.91
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
Total Cash plus Accounts Receivable	86,397.91	(F)	-	86,397.91
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	46,000.00	(H)	-	46,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)	48.00	(I)	-	48.00
LESS: _____		(J)	-	-
Unreserved Fund Balance, 07/01/19	40,349.91	(K)	-	40,349.91 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Executive Direction and Support Services
20-2-339040

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 40,349.91 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 40,349.91 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 40,349.91 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

Budget Entity Level Exhibits or Schedules

Statewide Guardian ad Litem

Budget Entity: 21310000

Statewide Guardian ad Litem
Schedule I Series

SCHEDULE 1 TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office: Guardian ad Litem

Trust Fund Name: Grants and Donations Trust Fund, FID # - 2339

Name of Person Completing This Form: David Windle

Telephone#: 850-922-7213

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. Total estimated fees to be paid to GAL in FY 2020-21 is \$58,941.

DCF Transfer/Dependency Court Improvement Program - Revenue Code 001510

The Department of Children and Families enters into a Memorandum of Understanding each year in which the Department agrees to reimburse the Guardian ad Litem program for expenditures associated with staff attending the annual Dependency Court Improvement Program conference in Orlando.

Guardian ad Litem expects to receive approximately \$62,400 from the Department for these expenditures each year.

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

We currently have two agreements with non-profit organizations who agreed 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 2020-21 these revenues are coded to revenue code 001100.

GAL is currently negotiating Grants and Donations Trust Fund OPS agreements with the following non-profit organizations:

Northwest Florida Guardian ad Litem Foundation = \$20,531
GAL Foundation of Florida's First Coast = \$14,747

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 – Volusia, Monroe and Lee counties, Revenue Code 000800

We currently have three intergovernmental agreements with Boards of County Commissioners who agreed 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 2020-21 these revenues are coded to revenue code 000810.

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

Volusia County (Circuit 7) = \$42,133
Monroe County (Circuit 16) = \$68,000
Lee County (Circuit 20) = \$80,160

These amounts include funds for salary, FICA, applicable benefits. The agreements are funded by local tax dollars. Agreements funded by tax revenues are exempt from paying the 8% service charge to general revenue (SCGR). An exemption to the SCGR will be needed in FY 2020-21 for each of these three agreements

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

TOTAL ESTIMATED RECEIPTS FOR 2019-20

Fines and Penalties - DCF:	\$58,941
Court Improvement Grant - DCF:	\$62,400

Other Grants:	\$35,278
Reimbursed from Counties:	\$190,293
Total Estimated Receipts:	\$346,912

TOTAL ESTIMATED RECEIPTS FOR 2020-21

Fines and Penalties - DCF:	\$58,941
Court Improvement Grant - DCF:	\$62,400
Other Grants:	\$35,278
Reimbursed from Counties:	\$190,293
Total Estimated Receipts:	\$346,912

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	35,278
Less 8% Service Charge	\$	-2,822
= Receipts Applicable to 5% Assessment	\$	32,456
x 5% State Trust Fund Reserve	\$	1,623

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	35,278
x 8% Service Charge	\$	2,822
FY 2019-20 Receipts Applicable to SCGR	\$	35,278
x 8% Service Charge	\$	2,822

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	244,645.87	(A)		244,645.87
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	9,572.59	(D)		9,572.59
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	254,218.46	(F)	-	254,218.46
LESS 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: Other Accounts Payable (SCGR)	3,420.02	(J)		3,420.02
Unreserved Fund Balance, 07/01/19	250,798.44	(K)	-	250,798.44 **

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.

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Statewide Guardian Ad Litem Office
20-2-339044

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

Budget Entity Level Exhibits or Schedules

State Attorneys

Budget Entities: 21500100 through 21502000

State Attorneys

Schedule I

Series

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney Office, First Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Shirley Mitchell

Telephone #: 850-595-4210

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 01's estimated receipts are \$217,280 for FY 2019-2020 and \$213,400 for FY 2020-2021.

Cost of Prosecution: The revenues anticipated in the State Attorney Revenue Trust Fund, Cost of Prosecution for FY 2019-2020 is \$1,432,867. The revenues anticipated for FY 2020-2021 is \$1,500,000. The revenue estimates were determined by using an average of the monthly deposits for FY 2018-2019 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.

Worthless Checks: The revenues anticipated in the State Attorney Revenue Trust Fund, Worthless Checks, for FY 2019-2020 is \$32,650 and \$32,000 for FY 2020-2021. The revenue in Worthless Checks varies from month to month. The worthless checks revenue estimates were estimated by using an average of the monthly deposits.

Local Ordinance Prosecution: The revenues anticipated in the Local Ordinance Prosecution for FY 2019-2020 is \$4,750. It is also anticipated that we will receive \$4,750 in FY 2010-2021. Revenue estimates were determined by using an average of the monthly payments.

Criminal History/Background Checks: The revenues anticipated in Criminal History/Background Checks for FY 2019-2020 is \$1,150. It is also anticipated that we will receive \$1,150 in FY 2020-2021. The revenue estimates were determined by using an average of the monthly deposits.

Restitution – (HB 409): This was a new revenue source established in FY 2016-2017. We received \$145.06 to date.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,688,842
Less 8% Service Charge	\$ -135,096
= Receipts Applicable to 5% Assessment	\$ 1,553,735
x 5% State Trust Fund Reserve	\$ 77,680

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,751,445
x 8% Service Charge	\$ 140,104
FY 2019-20 Receipts Applicable to SCGR	\$ 1,688,842
x 8% Service Charge	\$ 135,096

Explanation of Schedule I, Section III Accounting Adjustments:

Prior year Statewide Financial Statement Adjustment, #C2100041 in the amount of: \$182.00.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - First Judicial Circuit

LAS/PBS Fund Number:

20-2-058001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	481,477.92	(A)		481,477.92
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	3,541.84	(D)		3,541.84
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	485,019.76	(F)	0	485,019.76
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	47,336.00	(H)		47,336.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	41,410.54	(J)		41,410.54
Unreserved Fund Balance, 07/01/19	396,273.22	(K)	0	396,273.22 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - First Judicial Circuit
	20-2-058001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="396,273.22"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text" value="0.00"/>	(D)
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Approved FCO Certified Forward 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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<input type="text"/>	(D)
----------------------	-----

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="396,273.22"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="396,273.22"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, First Circuit

**Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316**

Name of Person Completing This Form: Shirley Mitchell

Telephone #: 850-595-4210

Revenue Estimating Methodology:

FIST – State and Federal: We will sell two vehicles in FY 2019-2020 and it is estimated that we should receive approximately \$4,000 from it. No additional receipts are expected.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	4,000
Less 8% Service Charge	\$	-320
= Receipts Applicable to 5% Assessment	\$	3,680
x 5% State Trust Fund Reserve	\$	184

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	0
x 8% Service Charge	\$	0
FY 2019-20 Receipts Applicable to SCGR	\$	4,000
x 8% Service Charge	\$	320

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - First Judicial Circuit
	20-2-316001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,086.65	(A)		2,086.65
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	2,086.65	(F)	-	2,086.65
LESS 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: Other Accounts Payable (SCGR)	166.92	(J)		166.92
Unreserved Fund Balance, 07/01/19	1,919.73	(K)	-	1,919.73 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number: State Attorneys - First Judicial Circuit
20-2-316001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,919.73 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,919.73 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,919.73 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, First Circuit

Trust Fund Name: Grants & Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Shirley Mitchell

Telephone #: 850-595-4210

Revenue Estimating Methodology:

Victims of Crime Act (VOCA): The revenue amounts are fixed under Contract and is anticipated to \$504,145.44 (\$491,011.92 for personnel and \$13,133.52 for operating and training expenses) for FY 2019-2020. The estimated revenue amounts for FY 2020-2021 are \$492,000.00 The increase for FY 2019-2020 and FY 2020-2021 is as a result of our office adding two additional fully time victim advocates through the VOCA program.

County Information Technology: The projected amounts for the County Information Technology Trust Fund are based on the amounts requested as repayment for the IT employees that work in Escambia, Santa Rosa, Okaloosa and Walton Counties. The amounts for each County are amounts agreed to with each County for the IT needs in each County, the anticipated funds from Article V, \$2.00 recording fees. Also, if the \$2.00 recording fees do not cover all of the yearly expenses for each County, each County is responsible for payment of any additional yearly expenses not covered by Article V. The anticipated reimbursements for FY 2019-2020 are \$376,320. The amount anticipated for FY 2020-2021 is \$406,313.

US Marshals Service MOA: The projected amounts for the US Marshals Service MOA are based on the MOA and/or any Amendments to increase the projected amounts due to the overtime worked by the various Investigators and the availability of additional funding by the US Marshals Service. It is anticipated that the reimbursements for FY 2019-2020 will be \$20,000. It is also anticipated that the reimbursements for FY 2020-2021 will also be \$20,000.

Bureau of ATF MOA: The projected amounts for the Bureau of ATF MOA are based on the MOA. It is anticipated that the reimbursements for FY 2019-2020 will be \$9,000 and the same for FY 2020-2021.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

Reduce FY 2017-18 Accounts Receivable in the amount of -\$506.00.

**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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	337,611.70	504,145.00	492,000.00	104133	Sarah Nortelus 9/10/19

Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - First Judicial Circuit
LAS/PBS Fund Number:	20-2-339012

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	327,559.97	(A)		327,559.97
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	66,763.07	(D)		66,763.07
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	394,323.04	(F)	0.00	394,323.04
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS:		(J)		0.00
Unreserved Fund Balance, 07/01/19	394,323.04	(K)	0.00	394,323.04 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Executive Direction and Support Services
 20-2-339040

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 394,323.04 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 394,323.04 (E)

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

DIFFERENCE: 394,323.04 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office: State Attorney Office, 2nd Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Mary Dean Barwick

Telephone #: 850-606-6015

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 02's estimated receipts are \$125,440 for FY 2019-2020 and \$123,200 for FY 2020-2021.

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 as well as outlying counties have matured to the point where those on Clerk managed payment programs are performing much more satisfactorily than in the past.

Misdemeanor Diversion: This projection is based on several years of historical data. Offenses subject to diversion have expanded thereby increasing collections. A circuit-wide pilot program was initiated in January of 2018. This consistency is projected to increase collections as well.

Restitution: This projection is based on averages since FY 16-17, the year the surcharge was implemented. This is a surcharge of \$250 for the purpose of funding prosecutions of offenses relating to the criminal use of personal identification per F.S. 817.568(12). Revenues since FY 16-17 have averaged at \$1,500 a year.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	811,940
Less 8% Service Charge	\$	-64,835
= Receipts Applicable to 5% Assessment	\$	745,605
x 5% State Trust Fund Reserve	\$	37,280

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	809,700
x 8% Service Charge	\$	64,656
FY 2019-20 Receipts Applicable to SCGR	\$	811,940
x 8% Service Charge	\$	64,835

Explanation of Schedule I, Section III Accounting Adjustments:

Prior year Statewide Financial Statement Adjustment, #C2100041 in the amount of -\$182.00.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,069,685.33	(A)		1,069,685.33
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,069,685.33	(F)	-	1,069,685.33
LESS 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: Other Accounts Payable (SCGR)	16,608.79	(J)		16,608.79
Unreserved Fund Balance, 07/01/19	1,053,076.54	(K)	-	1,053,076.54 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Second Judicial Circuit
	20-2-058002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1,053,076.54"/> (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)
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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 FCO Certified Forward per LAS/PBS	<input type="text"/> (D)
--	--------------------------

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="1,053,076.54"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="1,053,076.54"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 2nd Circuit

**Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316**

Contact: Mary Dean Barwick

Telephone #: 850-606-6015

Revenue Estimating Methodology:

The estimate for FY 2020-21 is based, in part, on pending investigations where the possibility of forfeiture exists.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	50,000
x 8% Service Charge	\$	4,000
FY 2019-20 Receipts Applicable to SCGR	\$	50,000
x 8% Service Charge	\$	4,000

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Second Judicial Circuit
	20-2-316002

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	132,122.75	(A)	-	132,122.75
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
Total Cash plus Accounts Receivable	132,122.75	(F)	-	132,122.75
LESS 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, 07/01/19	132,122.75	(K)	-	132,122.75 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Second Judicial Circuit
	20-2-316002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 132,122.75 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description _____ (C)

SWFS Adjustment # and Description _____ (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS _____ (D)

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

_____ (D)

_____ (D)

_____ (D)

ADJUSTED BEGINNING TRIAL BALANCE: 132,122.75 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 132,122.75 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office: State Attorney Office, 2nd Circuit

Trust Fund Name: Grants & Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Mary Dean Barwick

Telephone #: 850-606-6015

Revenue Estimating Methodology:

Victims of Crime Act: \$437,000 Estimates are based on the grant contract amount.

Violence Against Women Act: \$127,000 Estimates are based on the grant contract amount.

VAWA STOP Grant: \$51,000 Estimates based on grant contract amount.

U.S Marshals Service: \$4,000 Estimates based on grant contract amount.

County Grant: \$37,000 Estimates are based on anticipated contractual amount.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

Reduced FY2017-18 Accounts Receivable in the amount of -\$96.00

**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 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	385,393.36	437,000.00	445,000.00	104133	Sarah Nortelus 9/10/19

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 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Second Judicial Circuit

LAS/PBS Fund Number:

20-2-339008

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	114,487.66	(A)			114,487.66
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable	95,939.06	(D)			95,939.06
ADD: _____		(E)			0.00
Total Cash plus Accounts Receivable	210,426.72	(F)	0.00		210,426.72
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS: _____		(J)			0.00
Unreserved Fund Balance, 07/01/19	210,426.72	(K)	0.00		210,426.72 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Second Judicial Circuit
 20-2-339008

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 207,678.25 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories 2,748.47 (D)

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 210,426.72 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 210,426.72 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Third Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Monica Baker

Telephone #: 386-362-2320

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 03's estimated receipts are \$72,800 for FY 2019-2020 and \$71,500 for FY 2020-2021.

Cost of Prosecution: The State Attorney's Office, Third Judicial Circuit, projects revenue of \$532,000 for Fiscal Year 2019-2020. For Fiscal Year 2020-2021, the revenue projection is \$540,000. These projections are based on actual receipts collected in FY 2018-2019 with consideration of the number of cases that are currently being handled by the agency's Pre-Trial Diversion Program. The pre-trial diversion program is the major source of revenue in this trust fund. The other significant funding source for this trust fund comes from the Cost of Prosecution fee which is \$100 per felony case and \$50 for all other cases prosecuted by this office. This is a court ordered fee. Additional fees may be set by the court if the State Attorney's Office can show proof of higher costs incurred for the prosecution of a particular case.

Worthless Checks: The State Attorney's Office, Third Judicial Circuit projects revenue of \$500 for FY 2019-2020 and also for FY 2020-2021. The number of cases received in the Worthless Check Diversion program has greatly declined. The income generated in this trust fund is not expected to increase. Many businesses use private collection agencies to handle the worthless checks that they

receive. In addition, the large number of point-of-sale transactions paid by debit cards has reduced the number of checks that vendors receive. Actual receipts from the last fiscal year were reviewed to project revenues for this fund.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	605,300
Less 8% Service Charge	\$	-48,424
= Receipts Applicable to 5% Assessment	\$	556,876
x 5% State Trust Fund Reserve	\$	27,844

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	612,000
x 8% Service Charge	\$	48,960
FY 2019-20 Receipts Applicable to SCGR	\$	605,300
x 8% Service Charge	\$	48,424

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorney Revenue Trust Fund

Budget Entity:

State Attorneys - Third Judicial Circuit

LAS/PBS Fund Number:

20-2-058003

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	428,218.69	(A)		428,218.69
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	428,218.69	(F)	-	428,218.69
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	66,693.40	(H)		66,693.40
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	15,162.03	(J)		15,162.03
Unreserved Fund Balance, 07/01/19	346,363.26	(K)	-	346,363.26 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: State Attorneys Revenue Trust Fund
LAS/PBS Fund Number: State Attorneys - Third Judicial Circuit
20-2-058003

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Third Circuit

Trust Fund Name: Grants & Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Monica Baker

Telephone #: 386-362-2320

Revenue Estimating Methodology:

Victims of Crime Act (VOCA): The revenue amount for this grant in Fiscal Year 2019-2020 is estimated at \$221,592. This amount represents the annualized most recent grant reimbursements and includes a small increase over actual receipts in last fiscal year for the reimbursable benefit increases such as retirement and health insurance. For Fiscal Year 2020-2021, estimated receipts are \$230,000. This amount includes current VOCA salary reimbursements plus annualized increases in retirement and employer health insurance costs which are reimbursable by the grant. It also includes the potential for a 3% employee pay increase for those employees covered under this grant.

County Information Technology: The revenue collected under this agreement is provided by funds received from the counties that make up the Third Judicial Circuit (Columbia, Dixie, Hamilton, Lafayette, Madison, Suwannee, and Taylor) for the purpose of partially funding the salaries and benefits of Information Technology staff. The agreement for FY 2019-2020 calls for \$52,610 to be reimbursed to this agency for IT salary expenditures. This agency estimates that the same amount will be available in Fiscal Year 2020-2021.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	219,260.25	221,592.00	230,000.00	104133	Sarah Nortelus 9/10/19

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Third Judicial Circuit

LAS/PBS Fund Number:

20-2-339013

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	215,683.00	(A)			215,683.00
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable	18,352.36	(D)			18,352.36
ADD: _____		(E)			0.00
Total Cash plus Accounts Receivable	234,035.36	(F)	0.00		234,035.36
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS: _____		(J)			0.00
Unreserved Fund Balance, 07/01/19	234,035.36	(K)	0.00		234,035.36 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Third Judicial Circuit
 20-2-339013

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 234,035.36 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 234,035.36 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 234,035.36 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 4th Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Nike Campbell-Fatoki, Fiscal Director

Telephone #: 904-255-2947

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, SA 04’s estimated receipts are \$357,280 for FY 2019-2020 and \$350,900 for FY 2020-2021.

Cost of Prosecution: The State Attorney’s Office for the Fourth Judicial Circuit is projecting cost of prosecution revenues for FY 2019-2020 to be \$1,100,000 and for FY 2020-2021to be \$1,000,000.

The revenue projections for cost of prosecution are based on the past five fiscal years of revenue collected. Our cost of prosecution continues to decline. The average decline over the past five years is 2.94%.

Cost of prosecution revenue for the past seven fiscal years:

FY 2018-2019=\$1,197,852.00

FY 2017-2018 = \$1,245,964.48

FY 2016-2017 = \$1,264,536.90

FY 2015-2016 = \$1,394,690.29

FY 2014-2015 = \$1,419,709.62

FY 2013-2014 = \$1,444,678.57

FY 2012-2013 = \$1,446,314.53

Worthless Checks: The State Attorney's Office for the Fourth Judicial Circuit is projecting worthless check revenues for FY 2019-2020 to be \$2,000 and for FY 2020-2021 to be \$1,800.

The revenue projections for worthless checks are based on the past five fiscal years of revenue collected. The average decline over the past five years is 19.33 %.

Worthless check revenue for the past seven fiscal years:

FY 2018-2019 = \$2,340.97

FY 2017-2018 = \$3,470.07

FY 2016-2017 = \$5,490.35

FY 2015-2016 = \$4,912.97

FY 2014-2015 = \$6,438.05

FY 2013-2014 = \$6,441.78

FY 2011-2012 = \$19,398.10

Restitution General: Restitution General is an in & out item, there is no accumulation of revenue. It was set up for checks written to the office but should have been written to a victim. To date, we have not received one receipt attributable to restitution. Based on the number of cases we have in this circuit, we are projecting \$0 in receipts.

Prosecution of Criminal Use of Personal Identification: There is a surcharge of \$250 for the purpose of funding prosecutions of offenses relating to the criminal use of personal identification per F.S 817.568(12). There was no revenue in FY 2016-17 and revenue for FY 2017-18 was \$250. Revenue is expected to decrease to zero.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,459,280
Less 8% Service Charge	\$ -116,742
= Receipts Applicable to 5% Assessment	\$ 1,342,538
x 5% State Trust Fund Reserve	\$ 67,127

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,352,700
x 8% Service Charge	\$ 108,216
FY 2019-20 Receipts Applicable to SCGR	\$ 1,459,280
x 8% Service Charge	\$ 116,742

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Fourth Judicial Circuit

LAS/PBS Fund Number:

20-2-058004

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	564,972.70	(A)		564,972.70
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	564,972.70	(F)	-	564,972.70
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	103,000.00	(H)		103,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	38,542.82	(J)		38,542.82
Unreserved Fund Balance, 07/01/19	423,429.88	(K)	-	423,429.88 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fourth Judicial Circuit
	20-2-058004

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="423,429.88"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="423,429.88"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="423,429.88"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 4th Circuit

Trust Fund Name: Forfeiture and Investigative Support Trust Fund, FID# 2316

Name of Person Completing This Form: Nike Campbell-Fatoki, Fiscal Director

Telephone #: 904-255-2947

Revenue Estimating Methodology:

FIST revenues are case dependent; therefore, it is difficult to project revenues for future fiscal years. The State Attorney’s Office for the Fourth Judicial Circuit is projecting \$200,000 in revenue for FY 2019-2020 and \$200,000 FY 2020-2021 in FIST (State). Revenues are projected based on the 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 FY 2019-2020 to be \$0.00 and FY 2020-2021 to be \$0.00. 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 FY 2019-2020 and FY 2020-2021 to be \$0.00. 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 2019-20 Receipts Applicable to SCGR	\$	200,000
Less 8% Service Charge	\$	-16,000
= Receipts Applicable to 5% Assessment	\$	184,000
x 5% State Trust Fund Reserve	\$	9,200

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	200,000
x 8% Service Charge	\$	16,000
FY 2019-20 Receipts Applicable to SCGR	\$	200,000
x 8% Service Charge	\$	16,000

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fourth Judicial Circuit
	20-2-316004

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,092,305.37	(A)	-	2,092,305.37
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	1,081.71	(D)	-	1,081.71
ADD: _____		(E)	-	-
Total Cash plus Accounts Receivable	2,093,387.08	(F)	-	2,093,387.08
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	105,294.84	(H)	-	105,294.84
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
Unreserved Fund Balance, 07/01/19	1,988,092.24	(K)	-	1,988,092.24 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Forteiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fourth Judicial Circuit
	20-2-316004

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,988,092.24 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description _____ (C)

SWFS Adjustment # and Description _____ (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS _____ (D)

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

_____ (D)

_____ (D)

_____ (D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,988,092.24 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,988,092.24 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 4th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Nike Campbell-Fatoki, Fiscal Director

Telephone #: 904-255-2947

Revenue Estimating Methodology:

Stop Violence against Women VAWA: The revenue amounts under Contract No. 19-8030-SAO are anticipated to be \$141,038 for FY 2019-2020 and \$141,038 for FY 2020-2021.

Stop Violence against Women VAWA: The revenue amounts under Contract No. 18STO56 are anticipated to be \$45,774 for FY 2019-2020 and \$45,774 for FY 2020-2021.

Victims against Crime Act VOCA: The revenue amounts under Contract No. 00321 are anticipated to be \$568,520 for FY 2019-2020 and \$568,520 for FY 2020-2021.

Insurance Fraud Prosecution: The projected revenue amounts for the Insurance Fraud Prosecution is based on the Department of Financial Services transfer authority of up to \$274,209.90 in FY 2019-20 and \$274,919.60 in FY 2020-2021.

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 \$30,700

in FY 2019-2020 and \$30,700 in FY 2020-2021. 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 \$18,750/qtr. x 4 = \$75,000 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 2019-2020, this office is slated to receive \$100,000 and \$100,000 for FY 2020-2021.

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 2019-2020 and FY 2020-2021 are \$0.

National Sexual Assault Kit Initiative (SAKI):The revenue amounts under Contract No. 2015-AK-BX-K017 are anticipated to be \$230,192 for FY 2019-2020.

National Sexual Assault Kit Initiative (SAKI) – Multidisciplinary Approach (SAKI): The revenue amounts under Contract No. 2018-AK-BX-0023 are anticipated to be \$612,075,000 and in FY 2020 – FY 2021 is \$497,300.

National Sexual Assault Kit Initiative (SAKI) – Lawfully Owned DNA: The revenue amounts under Contract No. 2018-AK-BX-0025 are anticipated to be \$251,700 and in FY 2020 – FY 2021 is \$227,400.

FIU/MacArthur Grant: The project titled ‘Advancing Prosecutorial Fairness and Effectiveness through Data Innovation: A Multi-jurisdictional Initiative funded by John D. and Catherine T. MacArthur Foundation to Florida International University. The estimated revenue amounts anticipated for FY 2019 – 2020 is \$50,000.

KEYS 2DRIVE:The estimated revenue amounts in FY 2019 – FY 2020 are anticipated to be \$75,000 and in FY 2020 – FY 2021 is \$85,000.

Upholding the Rule of Law- Conviction Integrity Program: The revenue amounts under Contract No. 2018-FA-BX-0003 are anticipated to be \$65,000 for FY 2019-2020.

Bail Reform Grant – Community Foundation for Northeast Florida: This grant was funded on the approval of the Board of Trustees of the Community

Foundation for North East Florida. The revenue from this grant in FY 2019 – FY 2020 will be \$5,000.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	105,700
Less 8% Service Charge	\$	-8,456
= Receipts Applicable to 5% Assessment	\$	97,244
x 5% State Trust Fund Reserve	\$	4,862

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	115,700
x 8% Service Charge	\$	9,256
FY 2019-20 Receipts Applicable to SCGR	\$	105,700
x 8% Service Charge	\$	8,456

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-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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 18-19 (A01)	Amount FY 19-20 (A02)	Amount FY 20-21 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Financial Services FID #2393	001500	258,037.41	274,209.90	274,919.60	100522	
Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)	Transfer Out Expenditure Category				Transfer In Revenue Category	Confirmed By/Date

**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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	333,536.31	568,520.00	568,520.00	104133	Sarah Nortelus 9/10/19

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Fourth Judicial Circuit

LAS/PBS Fund Number:

20-2-339007

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	876,829.80	(A)		876,829.80
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	204,922.02	(D)		204,922.02
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,081,751.82	(F)	-	1,081,751.82
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	252,689.00	(H)		252,689.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	1,682.80	(J)		1,682.80
Unreserved Fund Balance, 07/01/19	827,380.02	(K)	-	827,380.02 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fourth Judicial Circuit
	20-2-339007

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="827,380.02"/>	(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 FCO Certified Forward 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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<input type="text"/>	(D)
----------------------	-----

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="827,380.02"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="827,380.02"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, Circuit 5

Trust Fund Name: State Attorneys Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Bill Gladson

Telephone #: 352-671-5800

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. SA 05's estimated receipts are \$240,800 for FY 2019-2020 and \$236,500 for FY 2020-2021.

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 2017-2018 were \$4,007. Receipts for FY 2018-2019 were \$3,560. Estimated revenue for FY2019-20 is \$3,000 and FY 2020-2021 is \$2,500.

Misdemeanor Diversion: SAO5 started collecting funds from this program in the 4th quarter of FY 2018-2019. Funds collected during the 4th quarter of FY 2018-2019 were \$5,860.00. Estimated revenue expected for FY 2019-20 is \$25, 00 and FY 2020-2021 is \$30,000.

Cost of Prosecution: Cost of prosecution has not had a long history upon which to base projections. Revenues based on actual figures for FY 2015-2016 are \$1,388,561.00, FY 2016-2017 are \$1,232,271.00 and FY 2017-2018 are \$1,269,545.

The State Attorney's Office 5th Judicial Circuit cannot predict if a defendant will pay their cost of prosecution fee. FY 2018-2019 did have an increase in Cost of

Prosecution revenue, \$1,497,750 from the previous the fiscal year due to increasing Cost of Prosecution fees from \$50.00 to \$100.00 for Misdemeanor cases and \$100.00 to \$150.00 for Felony cases. This increase became effective in the 2nd quarter of the year. The expected revenue generated from this increase will be difficult to predict because it has only been in effect for approximately one year. However, a preliminary estimate would be \$1,695,000 for FY 2019-2020. Estimated revenue for FY 2020-2021 is \$1,710,000.

Restitution: SAO5 received \$1,112 in revenue during FY 2016-2017 and received \$3,051 during FY 2017-2018. For FY 2018-2019, there was a decrease in revenue, \$2,283 from the prior year. SAO5 is requesting \$2,000 in trust fund authority for FY's 2019-2020 and 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,963,800
Less 8% Service Charge	\$ -157,104
= Receipts Applicable to 5% Assessment	\$ 1,806,696
x 5% State Trust Fund Reserve	\$ 90,335

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,979,000
x 8% Service Charge	\$ 158,320
FY 2019-20 Receipts Applicable to SCGR	\$ 1,963,800
x 8% Service Charge	\$ 157,104

Explanation of Schedule I, Section III Accounting Adjustments:

There is an adjustment of (\$1,465) for accounts receivable posted to the incorrect Budget Entity. The offsetting entry is in Budget Entity 21501500.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	388,825.25	(A)		388,825.25
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	388,825.25	(F)	-	388,825.25
LESS 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: Other Accounts Payable (SCGR)	39,337.12	(J)		39,337.12
Unreserved Fund Balance, 07/01/19	349,488.13	(K)	-	349,488.13 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fifth Judicial Circuit
	20-2-058005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, Circuit 5

Trust Fund Name: Civil RICO Trust Fund, FID# 2095

Name of Person Completing This Form: Justice Administrative Commission

Telephone #: 850-488-2415

Revenue Estimating Methodology:

There were no revenues collected in this fund in FY 2018-19, nor are there any expected revenues in the future. The balance in this fund is \$1.07.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Civil RICO Trust Fund
Budget Entity:	State Attorneys - Fifth Judicial Circuit
LAS/PBS Fund Number:	20-2-095001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1.07	(A)		1.07
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1.07	(F)	0	1.07
LESS 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, 07/01/19	1.07	(K)	0	1.07 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Civil RICO Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fifth Judicial Circuit
	20-2-095001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1.07"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="1.07"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="1.07"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, Circuit 5

Trust Fund Name: Forfeiture and Investigative Support Trust Fund, FID# 2316

Name of Person Completing This Form: Justice Administrative Commission

Telephone #: (850) 488-2415

Revenue Estimating Methodology:

There were no revenues collected in this fund in FY 2018-19, nor are there any expected revenues in the future. The trust fund balance is \$.03.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fifth Judicial Circuit
	20-2-316005

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.03	(A)		0.03
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	0.03	(F)	-	0.03
LESS 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, 07/01/19	0.03	(K)	-	0.03 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number: State Attorneys - Fifth Judicial Circuit
 20-2-316005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, Circuit 5

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Bill Gladson

Telephone #: 352-671-5800

Revenue Estimating Methodology:

VAWA Contract #17-8031-SAO FY 2016-2017 was \$66,394.00.

VAWA Contract #18-8031-SAO FY 2017-2018 was \$74,102.78.

VAWA Contract #19-8031-SAO FY 2017-2018 was \$74,102.78.

VAWA Contract #20-8031-SAO FY 2019-2020 is \$67,927.55.

The State Attorney's Office 5th Judicial Circuit is requesting \$74,103 in Trust Fund Authority for FY 2020-2021.

Victims of Crime Act (VOCA): When SAO5 applies for the VOCA grant in February 2020 for fiscal year 2020-2021, SAO5 will request 2 additional positions for victim/witness counselors in Lake County. SAO5 will be requesting \$350,655 in federal funds for the VOCA grant for FY 2020-2021.

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. The City of Leesburg's cost is \$50.00 per hour. The City of Eustis's cost is \$50.00 per hour. Receipts for FY 2017-2018 were \$31,375, receipts for FY 2018-2019 were \$39,675.

For FY 2020-2021, The State Attorney’s Office Fifth Judicial Circuit is requesting \$35,000 in Trust Fund Authority.

Information Technology: 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 2018-2019 was \$322,291. Lake county reimbursement for FY 2018-2019 was \$300,472. Hernando county reimbursement for FY 2018-2019 was \$176,293. Citrus county reimbursement for FY 2018-2019 was \$135,029. Sumter county reimbursement for FY 2018-2019 was \$108,797. The expected reimbursement for FY 2020-2021 for IT salaries is \$1,124,177.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	35,000
Less 8% Service Charge	\$	-2,800
= Receipts Applicable to 5% Assessment	\$	32,200
x 5% State Trust Fund Reserve	\$	1,610

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	35,000
x 8% Service Charge	\$	2,800
FY 2019-20 Receipts Applicable to SCGR	\$	35,000
x 8% Service Charge	\$	2,800

Explanation of Schedule I, Section III Accounting Adjustments:

Prior Year Compensated Absences Liability in the amount of \$53,301.

**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 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	230,133.79	245,556.00	350,655.00	104133	Sarah Nortelus 9/10/19

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

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Fifth Judicial Circuit

LAS/PBS Fund Number:

20-2-339014

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,063,937.40	(A)		1,063,937.40
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	301,020.13	(D)		301,020.13
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,364,957.53	(F)	-	1,364,957.53
LESS 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: Other Accounts Payable (SCGR)	584.80	(J)		584.80
Unreserved Fund Balance, 07/01/19	1,364,372.73	(K)	-	1,364,372.73 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fifth Judicial Circuit
	20-2-339014

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,364,372.73 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description _____ (C)

SWFS Adjustment # and Description _____ (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS _____ (D)

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

_____ (D)

_____ (D)

_____ (D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,364,372.73 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,364,372.73 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 6th Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Robin Shaw

Telephone #727-464-6216

Revenue Estimating Methodology:

In all criminal and violation-of-probation or community-control cases, convicted persons are liable for payment of the costs of prosecution, including investigative costs incurred by law enforcement agencies.

As per s. 938.27(8), F.S., 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.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. SA 06's estimated receipts are \$451,920 for FY 2019-2020 and \$443,850 for FY 2020-2021.

Worthless Checks: Revenue continued to decrease by 21% in FY2018-19 to \$9,864 from \$12,486 in FY 2017-18. Revenue continues to decline due to the reduction in the use of paper checks and the increase in electronic transactions. Revenue is projected to decrease by 15% in FY 2019-20 to \$8,384 and decrease another 15% in FY 2020-21 to \$7,126.

Cost of Prosecution: Cost of Prosecution revenue increased by 3.78% in FY 2018-19 to \$1,398,398 from \$1,347,449 in FY 2017-18. Based on estimated receipts, revenue should remain steady at \$1,398,398 in FY 2019-20 and FY 2020-21.

Prosecution of Criminal Use of Personal Identification: Revenue to this fund is from a surcharge of \$250 for the purpose of funding prosecutions of offenses relating to the criminal use of personal identification per F.S. 817.568(12). Revenue increased in FY 2017-18 to \$516 but decreased in FY 2018-19 by 21.71% to \$404. Based on trends, revenue is expected to decrease in 2019-20 by 10% to \$364 and remain steady at \$364 in FY 2020-21.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,859,066
Less 8% Service Charge	\$ -148,696
= Receipts Applicable to 5% Assessment	\$ 1,710,006
x 5% State Trust Fund Reserve	\$ 85,500

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,849,374
x 8% Service Charge	\$ 147,950
FY 2019-20 Receipts Applicable to SCGR	\$ 1,859,066
x 8% Service Charge	\$ 148,696

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Sixth Judicial Circuit

LAS/PBS Fund Number:

20-2-058006

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	6,944,669.73	(A)		6,944,669.73
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	6,944,669.73	(F)	-	6,944,669.73
LESS 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: Other Accounts Payable (SCGR)	43,314.57	(J)		43,314.57
Unreserved Fund Balance, 07/01/19	6,901,355.16	(K)	-	6,901,355.16 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Sixth Judicial Circuit
	20-2-058006

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="6,901,355.16"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="6,901,355.16"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="6,901,355.16"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 6th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Robin Shaw

Telephone #727-464-6216

Revenue Estimating Methodology:

TAX COLLECTION ENFORCEMENT DEFERRED PROGRAM: This agreement is between Florida Association of Centers for Independent Living, Inc. (FACIL) and this circuit to aid the Department of Revenue in the collection of unpaid sales tax from local business owners. The revenue is fixed at \$18,750 per quarter provided that the circuit collects that amount in collections, for maximum of \$75,000 per year. Revenue for FY 2018-19 was \$93,750 due to both FY 2017-18 4th Quarter and FY 2018-19 4th Quarter payments being received which increased the total revenue. Revenue for FY 2019-20 and FY 2020-21 is expected to be \$75,000.

VOCA - Victim of Crime Act-Grant #VOCA-2018-State Attorney's Office, - 00408: 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 2018-19 was \$53,669. Revenue for FY2019-20 is expected to be \$62,815 and revenue for FY 2020-21 is expected to decrease to \$62,653.

CHILD WELFARE LEGAL SERVICES – QZ77B: Fiscal year 2019-20 is the fourth year of a four year agreement between this circuit and Florida Department of Children and Families. Revenues for FY 2018-19 were \$4,053,363. This contract included increases to fund legislative raises and increases in retirement and health insurance. Revenue for FY 2019-20 will decrease to \$4,028,738 until an agreement can be reached to increase the contract amount for administered funds. The contract is expected to be renewed for FY2020-21 and the current estimated revenues will be projected at the same level as FY2019-20.

VETERANS TREATMENT COURT: This is a three year agreement with the Sixth Judicial Circuit Court of Florida to provided aid to the Court with the screening and evaluation of offenders for eligibility to participate in the Veteran's Treatment Program in the Sixth Circuit. The agreement will end on January 15, 2021. The Court will reimburse 82 percent of the costs up to \$4,583.33 each month to be used solely for the purpose of aiding the Court with this program. Revenue for FY 2018-19 was \$59,583. Revenue for FY 2019-20 and FY 2020-21 will be \$55,000 per year.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

Prior Year Compensated Absences Liability in the amount of \$53,301.

**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 <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Children and Families FID #2261	001903	4,053,363.00	4,028,738.00	4,028,738.00	103034	Diane Sunday 9/10/19

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

**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 <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	53,439.03	62,815.00	62,653.00	104133	Sarah Nortelus 9/10/19

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 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Sixth Judicial Circuit

LAS/PBS Fund Number:

20-2-339002

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,984,485.77	(A)		1,984,485.77
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	9,117.28	(D)		9,117.28
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,993,603.05	(F)	-	1,993,603.05
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	37,735.00	(H)		37,735.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/19	1,955,868.05	(K)	-	1,955,868.05 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Sixth Judicial Circuit
 20-2-339002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,880,807.06 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories 75,060.99 (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,955,868.05 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,955,868.05 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney’s Office, 7TH Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Bryan Shorstein, Executive Director

Telephone #: 386-239-7710

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, SA 07’s estimated receipts are \$238,000 for FY 2019-2020 and \$233,750 for FY 2020-2021.

Cost of Prosecution/ Worthless Checks: Revenue estimates are \$1,050,000 for FY 2019-20 and \$1,250,000 for FY 2020-21. These estimates are based on historical data, current contracts, new collection methodologies and evaluation of current criminal justice trends within the Seventh Circuit. We continue to work with the Clerk of Courts in each of our four counties which have led to increases in the collection of Costs of Prosecution in the past. In addition all of our counties are experiencing population growth with Flagler County being one of the fastest growing counties in the country. This growth coupled with the hiring of additional law enforcement officers will increase the collection of costs and fees within the criminal justice system. In addition, we are in the process of either beginning or expanding several Diversion Programs which will generate additional Cost of Prosecution funds.

Worthless Checks: Worthless check fees have decreased over the past decade and will continue to decline as the shift by retail customers to alternative methods of payments continues. Estimated receipts for FY2019-20 are \$12,000.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,300,000
Less 8% Service Charge	\$ -104,000
= Receipts Applicable to 5% Assessment	\$ 1,196,000
x 5% State Trust Fund Reserve	\$ 59,800

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,483,750
x 8% Service Charge	\$ 118,700
FY 2019-20 Receipts Applicable to SCGR	\$ 1,300,000
x 8% Service Charge	\$ 104,000

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
Budget Entity:	State Attorneys - Seventh Judicial Circuit
LAS/PBS Fund Number:	20-2-058007

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,028,822.02	(A)		1,028,822.02
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,028,822.02	(F)	-	1,028,822.02
LESS 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: Other Accounts Payable (SCGR)	27,229.77	(J)		27,229.77
Unreserved Fund Balance, 07/01/19	1,001,592.25	(K)	-	1,001,592.25 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Seventh Judicial Circuit
	20-2-058007

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1,001,592.25"/> (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)
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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 FCO Certified Forward per LAS/PBS	<input type="text"/> (D)
--	--------------------------

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="1,001,592.25"/> (E)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="1,001,592.25"/> (F)
--	---

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

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, 7th Circuit

Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316

Name of Person Completing This Form: Bryan Shorstein, Executive Director

Telephone #: 386-239-7710

Revenue Estimating Methodology:

FIST:

There were no proceeds in FY 2018-19. The fund balance is \$1,610. There is no reason to expect any new revenue in this fund.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Seventh Judicial Circuit
	20-2-316007

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,610.48	(A)		1,610.48
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)	-	1,610.48
LESS 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, 07/01/19	1,610.48	(K)	-	1,610.48 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number: State Attorneys - Seventh Judicial Circuit
20-2-316007

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,610.48 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,610.48 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,610.48 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, 7TH Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Bryan Shorstein, Executive Director

Telephone #: 386-239-7710

Revenue Estimating Methodology:

VOCA (Victims of Violent Crime): This is a Federal Pass-Through Grant received by this agency. We have been recipients of this grant every year for over two decades and have been told to anticipate the grant will be renewed for another year. In fact we have been apprised that additional funds are currently available and can be applied for by this agency. We are examining our needs and expect to apply for and receive an increase of approximately \$100,000 additional funds for the upcoming budget year. Estimated receipts for FY2019-20 are \$650,517 and \$700,000 for FY2020-21.

VAWA (Stop Violence Against Women): This is a Federal pass through grant to this agency. This grant has been renewed. In the first year which was 2016-2017, we received \$85,113. We then received an increase in 2017-18 to \$47,573 which brought the total to approximately \$132,686. In 2019-2020, we are to receive a total of \$166,198.91 (the amount is broken down as follows VAWA STOP 1 Grant = \$80,735.97, VAWA STOP II Grant + \$38,243/94, and VAWA STOP SEX CRIMES Grant = \$47,219.00). This office has requested the additional Authority to cover the increase in receipts for FY2019-2020.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

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 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	374,843.39	650,517.00	700,000.00	104133	Sarah Nortelus 9/10/19

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 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Seventh Judicial Circuit

LAS/PBS Fund Number:

20-2-339010

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	446,696.67	(A)		446,696.67
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	33,824.12	(D)		33,824.12
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	480,520.79	(F)	-	480,520.79
LESS 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, 07/01/19	480,520.79	(K)	-	480,520.79 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Seventh Judicial Circuit
 20-2-339010

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 480,520.79 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 480,520.79 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 480,520.79 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Eighth Circuit

Trust Fund Name: State Attorney's Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Michelle Signer

Telephone #: 352-384-3008

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. SA 08's estimated receipts are \$139,440 for FY 2019-2020 and \$136,950 for FY 2020-2021.

Cost of Prosecution: The revenue amount for FY 2018-19 was \$495,669. We anticipate the collections to remain the same for FY 2019-20 and FY 2020-21.

Worthless Checks: The revenue amount in FY 2018-19 was \$3,045. We anticipate the collections to remain the same in FY 2019-20 and FY 2020-21.

Restitution: The revenue amount in FY 2018-19 was \$1337. We anticipate the collections to remain the same in FY 2019-20 and FY 2020-21

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	638,154
Less 8% Service Charge	\$	-51,052
= Receipts Applicable to 5% Assessment	\$	587,102
x 5% State Trust Fund Reserve	\$	29,355

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	635,664
x 8% Service Charge	\$	50,853
FY 2019-20 Receipts Applicable to SCGR	\$	638,154
x 8% Service Charge	\$	51,052

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Eighth Judicial Circuit

LAS/PBS Fund Number:

20-2-058008

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,765,604.67	(A)		1,765,604.67
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,765,604.67	(F)	-	1,765,604.67
LESS 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: Other Accounts Payable (SCGR)	14,433.38	(J)		14,433.38
Unreserved Fund Balance, 07/01/19	1,751,171.29	(K)	-	1,751,171.29 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Eighth Judicial Circuit
	20-2-058008

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Eighth Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Michelle Signer

Telephone #: 352-384-3008

Revenue Estimating Methodology:

Victims of Crime Act VOCA: The contract amount for FY 2019-20 is \$554,181 and it is anticipated to increase by approximately 10% to \$609,599 in FY 2020-21.

Prosecution of Local Ordinances: The projected revenue amounts are based on current 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), City of Hawthorne (\$250/annually and Levy County (\$250/annually). This is a total of \$5,150/annually for FY 2019-20 and it is anticipated to remain the same in FY 2020-21.

UF Law School Intern Program: The revenue amounts are based on the current contract of \$15,000/annually for FY 2019-20 and it is anticipated to remain the same FY 2020-21.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	5,150
Less 8% Service Charge	\$	-412
= Receipts Applicable to 5% Assessment	\$	4,738
x 5% State Trust Fund Reserve	\$	237

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	5,150
x 8% Service Charge	\$	412
FY 2019-20 Receipts Applicable to SCGR	\$	5,150
x 8% Service Charge	\$	412

Explanation of Schedule I, Section III Accounting Adjustments:

Prior Year Compensated Absences Liability in the amount of \$537.

**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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	500,959.68	554,181.00	609,599.00	104133	Sarah Nortelus 9/10/19

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

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Eighth Judicial Circuit

LAS/PBS Fund Number:

20-2-339015

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	318,352.01	(A)		318,352.01
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	43,245.46	(D)		43,245.46
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	361,597.47	(F)	-	361,597.47
LESS 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: Other Accounts Payable (SCGR)	284.00	(J)		284.00
Unreserved Fund Balance, 07/01/19	361,313.47	(K)	-	361,313.47 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Eighth Judicial Circuit
 20-2-339015

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 360,560.58 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories 752.89 (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 361,313.47 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 361,313.47 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Ninth Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Ashma Kumar

Telephone #: 407-836-2440

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. SA 09's estimated receipts are \$346,640 for FY 2019-2020 and \$340,450 for FY 2020-2021.

Cost of Prosecution: The State Attorney's Office, Ninth Judicial Circuit projects revenue of \$1,417,964 for Fiscal Year 2019-20. For Fiscal Year 2020-2021, the revenue projection is \$1,425,081. These projections are based on actual receipts collected in FY 2018-2019 with consideration for the number of cases that are currently handled. The court ordered Cost of Prosecution cases are the major source of revenue in this trust fund. In addition, the other significant funding source for this trust fund comes from the Pre-Trial Diversion Program in which a fee of \$100 is assessed per felony case and \$50 for all other cases prosecuted by this office. 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.

Restitution: The revenue for FY 2019-20 and FY 2020-21 are projected at \$2,020.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,764,605
Less 8% Service Charge	\$ -141,168
= Receipts Applicable to 5% Assessment	\$ 1,623,437
x 5% State Trust Fund Reserve	\$ 81,172

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,765,531
x 8% Service Charge	\$ 141,242
FY 2019-20 Receipts Applicable to SCGR	\$ 1,764,605
x 8% Service Charge	\$ 141,168

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys Office-9th Judicial Circuit

LAS/PBS Fund Number:

20-2-058009

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	5,504,659.04	(A)		5,504,659.04
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	5,504,659.04	(F)	-	5,504,659.04
LESS 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: Other Accounts Payable (SCGR)	41,185.56	(J)		41,185.56
Unreserved Fund Balance, 07/01/19	5,463,473.48	(K)	-	5,463,473.48 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Ninth Judicial Circuit
	20-2-058009

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney, Ninth Circuit

**Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316**

Name of Person Completing This Form: Ashma Kumar

Telephone #: 407-836-2440

Revenue Estimating Methodology:

State Forfeitures: FY 2019-20 and FY 2020-21, estimated revenues are based on anticipated proceeds from state forfeitures for these years. Cases sometimes take years to resolve and for the proceeds to be received.

Federal Forfeitures: FY 2019-20 and FY 2020-21, 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 2019-20 Receipts Applicable to SCGR	\$	225,050
Less 8% Service Charge	\$	-18,004
= Receipts Applicable to 5% Assessment	\$	207,046
x 5% State Trust Fund Reserve	\$	10,352

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	225,050
x 8% Service Charge	\$	18,004
FY 2019-20 Receipts Applicable to SCGR	\$	225,050
x 8% Service Charge	\$	18,004

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Ninth Judicial Circuit
	20-2-316009

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	654,406.32	(A)		654,406.32
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	654,406.32	(F)	-	654,406.32
LESS 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: Other Accounts Payable (SCGR)	279.84	(J)		279.84
Unreserved Fund Balance, 07/01/19	654,126.48	(K)	-	654,126.48 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Ninth Judicial Circuit
	20-2-316009

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Ninth Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Ashma Kumar

Telephone #: 407-836-2440

Revenue Estimating Methodology

Victims of Crime Act (VOCA): FY 2019-20 and 2020-21 estimated revenues are based on the actual contracted amount for FY 2019-20. The contractual agreement for FY 2020-21 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 2019-20 and 2020-21 estimated revenues are based on the actual contracted amount for FY 2019-20. The contractual agreement for FY 2020-21 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 2019-20 has proviso language in the GAA (reference Line Item 844) for \$431,719. 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 2020-21 this revenue amount will be continued. The revenue estimates are based on the Department of Financial Services transfer authority to transfer up to \$471,982.16 in FY 2019-20 and \$473,203.74 in FY 2020-2021.

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 2019-20 and 2020-21 estimated revenues for the City of Orlando and Orange County are based on current contracted amounts. The contractual agreements for FY 2020-21 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.

Tax Recovery: The revenue amounts are fixed at \$18,750/qtr. x 4 = \$75,000 annually.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	61,387
x 8% Service Charge	\$	4,911
FY 2019-20 Receipts Applicable to SCGR	\$	61,387
x 8% Service Charge	\$	4,911

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

State Attorneys - Ninth Judicial Circuit

LAS/PBS Fund Number:

20-2-339005

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	3,643,994.51	(A)		3,643,994.51
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	152,691.35	(D)		152,691.35
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	3,796,685.86	(F)	-	3,796,685.86
LESS 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: Other Accounts Payable (SCGR)		(J)		-
Unreserved Fund Balance, 07/01/19	3,796,685.86	(K)	-	3,796,685.86 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Ninth Judicial Circuit
 20-2-339005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 3,796,685.86 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 3,796,685.86 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 3,796,685.86 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, 10th Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Terri Cassano

Telephone #: 863-534-4970

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 10's estimated receipts are \$212,240 for FY 2019-2020 and \$208,450 for FY 2020-2021.

Worthless Checks: The State Attorney's Office, 10th Circuit, estimates that revenues will not increase for the 2019-20 and 2020-21 fiscal years for the Worthless Checks Fund. There has been a consistent decrease in collections. We project it will remain the same for the two fiscal years in the amount of \$4,000.

Worthless Checks Funds collected 16-17	\$21,611	
Worthless Checks Funds collected 17-18	\$ 8,916	
Worthless Checks Funds collected 18-19	\$ 4,895	
Worthless Checks Funds collected 19-20	\$ 4,000	estimate
Worthless Checks Funds collected 20-21	\$ 4,000	estimate

Cost of Prosecution: The revenue collections for the Cost of Prosecution Trust Fund show a 15% increase in the 17-18 and 18-19 fiscal years. Due to the

fluctuations of the collections from previous years, the projection of a 5.0% increase for the 19-20 and 20-21 fiscal years was used.

Cost of Prosecution Trust Fund

15-16 Collections	\$2,957,724			
16-17 Collections	\$3,140,962	6%	increase	
17-18 Collections	\$3,622,283	15%	increase	
18-19 Collections	\$4,151,910	15%	increase	
19-20 Collections	\$4,359,506	5%	increase	estimate
20-21 Collections	\$4,577,481	5%	increase	estimate

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 4,575,746
Less 8% Service Charge	\$ -366,060
= Receipts Applicable to 5% Assessment	\$ 4,209,686
x 5% State Trust Fund Reserve	\$ 210,484

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 4,789,931
x 8% Service Charge	\$ 383,194
FY 2019-20 Receipts Applicable to SCGR	\$ 4,575,746
x 8% Service Charge	\$ 366,060

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Tenth Judicial Circuit

LAS/PBS Fund Number:

20-2-058010

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	3,581,394.37	(A)		3,581,394.37
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	3,581,394.37	(F)	-	3,581,394.37
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	20,695.09	(H)		20,695.09
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	94,311.82	(J)		94,311.82
Unreserved Fund Balance, 07/01/19	3,466,387.46	(K)	-	3,466,387.46 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Tenth Judicial Circuit
	20-2-058010

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="3,466,387.46"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

A/P not C/F-Operating Categories	<input type="text"/> (D)
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<input type="text"/>	(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="3,466,387.46"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="3,466,387.46"/> (F)
--	---

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

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Tenth Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Terri Cassano

Telephone #: 863-534-4970

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 2019-20 is \$1,495,476 which is the contract amount with the Department of Revenue including forecasted administered funds. The projected contract amount and revenue for FY 2020-21 is \$1,498,838.

IT COUNTY REIMBURSEMENT – POLK COUNTY: The State Attorney’s Office, 10th Circuit, entered an agreement with Polk County to provide reimbursement to SAO 10 for Information Technology Personnel Salary & Benefits expenses. This agreement was made pursuant to Chapter 29, Florida Statutes, that requires the counties to provide certain technology services.

The revenue projections are calculated as follows:

July – September, 2019	Projected IT Payroll Expense 3 months	\$ 118,730
Oct. 2019 – June 2020	Polk County IT Salaries 19-20 Budget 9 months (644,652.75/12*9 mos)	<u>\$ 483,489</u>
TOTAL 19-20 Revenue projected		<u>\$602,119</u>

July 2020 – Sept. 2020	Polk County IT Salaries 19-20 Budget 3 months (644,652.75/12*3 mos)	<u>\$161,163</u>
------------------------	--	------------------

Oct 2020 – June 2021	Polk County IT Salaries 20-21 Budget 9 months (\$672,939/12 * 9 mos)	<u>\$504,704</u>
TOTAL 20-21 Revenue Projected		<u>\$665,867</u>

IT COUNTY REIMBURSEMENT – HIGHLANDS COUNTY: The State Attorney’s Office, 10th Circuit, entered an agreement with Highlands County to provide reimbursement to SAO 10 for Information Technology Personnel Salary & Benefits expenses. This agreement was made pursuant to Chapter 29, Florida Statutes, that requires the counties to provide certain technology services.

The 19-20 revenue projection is \$82,739 which is the total for Salaries and Benefits approved for the 19-20 Highlands County Fiscal Year Budget. It is projected that the Salaries and Benefits for the 20-21 will remain approximately the same, \$82,739.

Victims of Crime Act (VOCA): The State Attorney’s Office, 10th Circuit, has been awarded a Victim of Crime Act (VOCA) Grant by the Office of the Attorney General.

First year revenue for the VOCA grant is \$166,385, per the VOCA Grant. Projections are that the 20-21 Fiscal year will be approximately the same amount, \$166,385.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

Reduce FY 2017-18 Accounts Receivable in the amount of -\$36,488, to record as receivable in FY 2018-19.

Statewide Financial Statement adjustment, #B2100023, to decrease accounts receivables by -\$29,202 and increase revenues.

**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	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	0.00	166,385.00	166,385.00	104133	Sarah Nortelus 9/10/19

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

**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 <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Revenue FID #2261	001903	1,490,435.00	1,495,476.00	1,498,838.00	102877	Laura Dukes -9/11/19

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
		Amount	Amount	Amount		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Tenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339006

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	11,078.74	(A)		11,078.74
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	51,208.23	(D)		51,208.23
ADD: Reduce Accounts Receivable		(E)	(29,201.51)	(29,201.51)
Total Cash plus Accounts Receivable	62,286.97	(F)	(29,201.51)	33,085.46
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	18,038.82	(H)		18,038.82
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/19	44,248.15	(K)	(29,201.51)	15,046.64 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Tenth Judicial Circuit
 20-2-339006

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 44,206.96 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100023; Correct Accounts Receivable (29,201.51) (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories 41.19 (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 15,046.64 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 15,046.64 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 11th Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Sharon Savoldy

Telephone #: 305-547-0548

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 11's estimated receipts are \$837,200 for FY 2019-20 and \$822,250 for FY 2020-21.

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 2018-2019 were \$1,297,056. Based on the prior period annual collections, we estimate collections of approximately \$1,200,000 for FY 2019-2020 and \$1,200,000 for FY 2020-2021.

Worthless Checks: Actual collections for FY 2018-2019 were \$150. We estimate collections of approximately \$150 for FY 2019-2020 and \$150 for FY 2020-2021.

Prosecution of Criminal Use of Personal ID: Actual collections for FY 2018-2019 were \$5,316. We estimate collections of approximately \$7,000 for FY 2019-2020 and \$8,000 for FY 2020-2021.

Local Ordinance Prosecution: Actual collections for FY 2018-2019 were \$59,312. We estimate collections of approximately \$70,000 for FY 2019-2020 and \$75,000 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 2,107,350
Less 8% Service Charge	\$ -168,588
= Receipts Applicable to 5% Assessment	\$ 1,938,762
x 5% State Trust Fund Reserve	\$ 96,938

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 2,097,400
x 8% Service Charge	\$ 167,792
FY 2019-20 Receipts Applicable to SCGR	\$ 2,107,350
x 8% Service Charge	\$ 168,588

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Eleventh Judicial Circuit

LAS/PBS Fund Number:

20-2-058011

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,520,015.68	(A)		4,520,015.68
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	48.00	(D)		48.00
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	4,520,063.68	(F)	-	4,520,063.68
LESS 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: Other Accounts Payable (SCGR)	-	(J)		-
Unreserved Fund Balance, 07/01/19	4,520,063.68	(K)	-	4,520,063.68 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Eleventh Judicial Circuit
	20-2-058011

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="4,520,063.68"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="4,520,063.68"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="4,520,063.68"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE FORM
FY 2020-2021 LEGISLATIVE BUDGET REQUEST**

Circuit/Office Name: State Attorney Office, 11th Circuit

Trust Fund Name: Child Support Trust Fund – FID# 2084

Name of Person Completing This Form: Sharon Savoldy

Telephone #: 305-547-0548

Revenue Estimating Methodology:

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

FY 2019-2020 Estimated Revenue =	\$25,819,553
CSE – Federal Quasi-Judicial =	\$ 371,405
Transfer in – State Funds =	\$ 8,332,494
Transfer in – Federal Funds =	\$16,174,840
Transfer in – Federal Indirect Costs =	\$ 940,814
FY 2020-2021 Estimated Revenue =	\$27,794,926
CSE – Federal Quasi-Judicial =	\$ 371,405
Transfer in – State Funds =	\$ 8,974,772
Transfer in – Federal Funds =	\$17,507,935
Transfer in – Federal Indirect Costs =	\$ 940,814

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

Reduce FY 2017-18 Accounts Receivable in the amount of -\$474,024.

**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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Revenue FID #2261	001510	242,933.00	371,405.00	371,405.00	102877	Laura Dukes -9/11/19
Department of Revenue FID #2261	001510	933,424.00	940,814.00	940,814.00	102877	Laura Dukes -9/11/19
Department of Revenue FID #2261	001500	8,309,974.46	8,332,494.00	8,974,772.00	102877	Laura Dukes -9/11/19
Department of Revenue FID #2261	001510	16,143,042.60	16,174,840.00	17,507,935.00	102877	Laura Dukes -9/11/19
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:	Justice Administration
Trust Fund Title:	Child Support Trust Fund
Budget Entity:	State Attorneys - Eleventh Judicial Circuit
LAS/PBS Fund Number:	20-2-084008

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,400,603.71	(A)		2,400,603.71
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	2,411,221.12	(D)		2,411,221.12
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	4,811,824.83	(F)	-	4,811,824.83
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	693,934.55	(H)		693,934.55
Approved "B" Certified Forwards	53,480.00	(H)		53,480.00
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
Unreserved Fund Balance, 07/01/19	4,064,410.28	(K)	-	4,064,410.28 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Child Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Eleventh Judicial Circuit
	20-2-084008

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	4,117,890.28	(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	(53,480.00)	(D)
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Approved FCO Certified Forward 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:	4,064,410.28	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	4,064,410.28	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 11th Circuit

Trust Fund Name: Civil RICO Trust Fund, FID# 2095

Name of Person Completing This Form: Sharon Savoldy

Telephone #: 305-547-0548

Revenue Estimating Methodology:

The methodology used for estimating revenue can be based on estimated collections of approximately \$20,000 per quarter in FY 2019-2020. We anticipate collections of \$21,250 per quarter in FY 2020-2021.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue:

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	80,000
Less 8% Service Charge	\$	-6,400
= Receipts Applicable to 5% Assessment	\$	73,600
x 5% State Trust Fund Reserve	\$	3,680

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	85,000
x 8% Service Charge	\$	6,800
FY 2019-20 Receipts Applicable to SCGR	\$	80,000
x 8% Service Charge	\$	6,400

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Civil RICO Trust Fund
Budget Entity:	State Attorneys - Eleventh Judicial Circuit
LAS/PBS Fund Number:	20-2-095001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	253,823.30	(A)		253,823.30
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	253,823.30	(F)	-	253,823.30
LESS 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, 07/01/19	253,823.30	(K)	-	253,823.30 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Civil RICO Trust Fund
LAS/PBS Fund Number:	State Attorneys - Eleventh Judicial Circuit
	20-2-095001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="253,823.30"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/>	(D)
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Approved FCO Certified Forward 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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<input type="text"/>	(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="253,823.30"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="253,823.30"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 11th Circuit

**Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316**

Name of Person Completing This Form: Sharon Savoldy

Telephone #: 305-547-0548

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 FY 2019-2020 and in FY 2020-2021, as a result of seizures currently in the pipeline and anticipated by the SFMLSF.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	150,000
Less 8% Service Charge	\$	-12,000
= Receipts Applicable to 5% Assessment	\$	138,000
x 5% State Trust Fund Reserve	\$	6,900

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	100,000
x 8% Service Charge	\$	8,000
FY 2019-20 Receipts Applicable to SCGR	\$	150,000
x 8% Service Charge	\$	12,000

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Eleventh Judicial Circuit
	20-2-316011

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	751,010.18	(A)	-	751,010.18
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
Total Cash plus Accounts Receivable	751,010.18	(F)	-	751,010.18
LESS 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, 07/01/19	751,010.18	(K)	-	751,010.18 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number: State Attorneys - Eleventh Judicial Circuit
 20-2-316011

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 751,010.18 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 751,010.18 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 751,010.18 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 11th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing this Form: Sharon Savoldy

Telephone #: 305-547-0548

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 FY2019-2020 - \$1,755,213 and for FY 2020-2021 - \$1,811,939:

MOVES/VAWA funded by Department of Children and Families

FY 2019-20 = \$295,100 FY 2020-21 = \$309,855

VAWA/SV funded by Department of Health

FY 2019-20 = \$60,000 FY 2020-21 = \$63,000

VOCA funded by Office of the Attorney General

FY 2019-20 = \$504,000 FY 2020-21 = \$529,200

Tax Recovery Program funded by Florida Association of Centers for Independent Living (FACIL)

FY 2019-20 = \$75,000 FY 2020-21 = \$78,750

Insurance Fraud funded by Department of Financial Services (DFS):
Revenue estimate is based on DFS authority to transfer up to:

FY 2019-20 = \$653,113 FY 2020-21 = \$654,743

Prosecution Workers Comp Fraud funded by Department of Financial Services: Revenue estimate is based on DFS authority to transfer up to:

FY 2019-20 = \$162,422 FY 2020-21 = \$162,979

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 2019-2020 - \$2,345,000 and FY 2020-2021 \$2,477,250:

Child Abuse funded by Miami-Dade County

FY 2019-20 = \$620,000 FY 2020-21 = \$651,000

Impact Legal Services funded by City of Coral Gables

FY 2019-20 = \$410,000 FY 2020-21 = \$430,500

Civil Citation funded by Miami-Dade County

FY 2019-20 = \$100,000 FY 2020-21 = \$120,000

MOVES Expansion funded by Miami-Dade County

FY 2019-20 = \$285,000 FY 2020-21 = \$299,250

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

FY 2019-20 = \$240,000 FY 2020-21 = \$252,000

Expedited Intake System (EIS) funded by Miami-Dade County

FY 2019-20 = \$480,000 FY 2020-21 = \$504,000

North-End Strike Force funded by the City of Miami

FY 2019-20 = \$210,000 FY 2020-21 = \$220,500

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 2019-2020 - \$705,000 and FY 2020-2021 - \$731,250:

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

FY 2019-20 = \$130,000 FY 2020-21 =\$140,000

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

FY 2019-20 = \$325,000 FY 2020-21 =\$341,250

Smart Prosecution Initiative funded by U.S. Attorney's Office,
Department of Justice: Office of Justice Programs

FY 2019-20 = \$250,000 FY 2020-21 =\$250,000

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

**Executive Office of the Governor
Inter-Agency Transfers Reported on Schedule I
Agency Name: JAC /State Attorney Office-11th Judicial Circuit**

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the 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 <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount FY 18-19 (A01)	Amount FY 19-20 (A02)	Amount FY 20-21 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Financial Services FID #2393	001500	633,498.20	653,112.57	654,733.81	100522	Sarah Goodman 09/10/19
Department of Financial Services FID #2795	001500	153,930.40	162,421.96	162,979.25	100526	Sarah Goodman 09/10/19
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

**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			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	409,094.35	504,000.00	529,200.00	104133	Sarah Nortelus 9/10/19

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,257,028.34	(A)		1,257,028.34
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	293,734.40	(D)		293,734.40
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,550,762.74	(F)	-	1,550,762.74
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	337,504.99	(H)		337,504.99
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
Unreserved Fund Balance, 07/01/19	1,213,257.75	(K)	-	1,213,257.75 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Eleventh Judicial Circuit
 20-2-339004

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,213,257.75 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,213,257.75 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,213,257.75 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 12th Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Jennifer Strawn

Telephone #: 941-861-4439

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 12's estimated receipts are \$196,000 for FY 2019-2020 and \$192,500 for FY 2020-2021.

Cost of Prosecution: Revenue estimate for Cost of Prosecution for FY 2019-20 is based on a monthly average over the past nine months (October 2018 through June 2019) of \$90,802 per month multiplied by 12 for a projection total of \$1,089,630. We anticipate no reduction or expansion of programs or collections in FY 2020-21, therefore, the projection remains the same.

Worthless Check Fees: Revenue estimate for Worthless Check fees for FY 2019-20 is based on actual receipts over the past 12 months for a total of \$97.55. We anticipate no reduction or expansion of programs or collections in FY 2020-21, therefore, the projection remains the same.

Fraud Surcharge/Restitution: Revenue estimate for Fraud Surcharge for FY 2019-20 is based on a monthly average over the past nine months (October 2018 through June 2019) of \$294 per month multiplied by 12 for a projection total of \$3,528. We anticipate no reduction or expansion of programs or collections in FY 2020-21, therefore, the projection remains the same.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,285,728
Less 8% Service Charge	\$ -102,858
= Receipts Applicable to 5% Assessment	\$ 1,182,870
x 5% State Trust Fund Reserve	\$ 59,143

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,282,228
x 8% Service Charge	\$ 102,578
FY 2019-20 Receipts Applicable to SCGR	\$ 1,285,728
x 8% Service Charge	\$ 102,858

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Twelfth Judicial Circuit

LAS/PBS Fund Number:

20-2-058012

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,278,692.23	(A)		2,278,692.23
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	324.89	(D)		324.89
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	2,279,017.12	(F)	-	2,279,017.12
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	180,367.93	(H)		180,367.93
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	29,663.27	(J)		29,663.27
Unreserved Fund Balance, 07/01/19	2,068,985.92	(K)	-	2,068,985.92 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Twelfth Judicial Circuit
	20-2-058012

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney Office, 12th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Jennifer Strawn

Telephone #: 941-861-4439

Revenue Estimating Methodology:

Drug Court, Local Requirement: This reimbursable grant is between this circuit and Sarasota County Government. It is estimated that this grant will receive revenue of \$128,072 for FY 2019-20 and project \$128,072 for FY 2020-21 with anticipation of the grant continuing.

Drug Court, Local Requirement: This reimbursable grant is between this circuit and Manatee County Government. It is estimated that this grant will receive revenue of \$107,681 for FY 2019-20 and project \$107,681 for FY 2020-21 with anticipation of the grant continuing.

County Agreement, IT Personnel Services: This is a reimbursable grant between this circuit and Sarasota County Government. It is estimated that this grant will receive revenue of \$272,185 for FY 2019-20 and project \$272,185 for FY 2020-21 with anticipation of the grant continuing.

County Agreement, IT Personnel Services: This is a reimbursable grant between this circuit and Manatee County Government. It is estimated that this grant will receive revenue of \$122,682 for FY 2019-20 and project \$122,682 for FY 2020-21 with anticipation of the grant continuing.

VOP Court, Local Program: This is a reimbursable grant between this circuit and Sarasota County Government. It is estimated that this grant will receive revenue of \$133,718 for FY 2019-20 and project \$133,718 for FY 2020-21 with anticipation of the grant continuing.

VOCA Grant: This reimbursable grant administered through the attorney general's office is estimated to receive revenue of \$109,724 for FY 2019-20 and project \$163,442 for FY 2020-21 with anticipation of the grant continuing.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

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-12th 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 339003

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	63,867.07	109,724.00	163,442.00	104133	Sarah Nortelus 9/10/19

Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Twelfth Judicial Circuit
LAS/PBS Fund Number:	20-2-339003

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	720,908.53	(A)		720,908.53
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	291,765.29	(D)		291,765.29
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,012,673.82	(F)	-	1,012,673.82
LESS 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, 07/01/19	1,012,673.82	(K)	-	1,012,673.82 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Twelfth Judicial Circuit
 20-2-339003

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,012,673.82 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,012,673.82 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,012,673.82 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, 13th Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Robin Menendez

Telephone #: 813-274-1932

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 13's estimated receipts are \$354,480 for FY 2019-2020 and \$348,150 for FY 2020-2021.

Cost of Prosecution: SARTF Cost of Prosecution revenue projections are based on FY 2018-2019 actual receipts. Receipts for this time period were \$1,066,958.53. Revenue estimates for FY 2019-2020 are the same amount, \$1,066,958.53. Estimates for FY 2020-2021 are also \$1,066,958.53.

The Service Charges to General Revenue for FY 2019-2020 and FY 2020-2021 are projected to be \$85,356.69 for each year ($\$1,066,958.53 \times 8\%$).

Fraud Surcharge/Restitution: SARTF Fraud Surcharge/Restitution revenue projections are based on FY 2018-2019 actual receipts. Receipts for this time period were \$1,097.95. Revenue estimates for FY 2019-2020 are the same amount, \$1,097.95. Estimates for FY 2020-2021 are also \$1,097.95.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	1,421,439
Less 8% Service Charge	\$	-113,715
= Receipts Applicable to 5% Assessment	\$	1,307,724
x 5% State Trust Fund Reserve	\$	65,386

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	1,415,109
x 8% Service Charge	\$	113,209
FY 2019-20 Receipts Applicable to SCGR	\$	1,421,439
x 8% Service Charge	\$	113,715

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
Budget Entity:	State Attorneys - Thirteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-058013

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,968,397.68	(A)		2,968,397.68
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	2,968,397.68	(F)	-	2,968,397.68
LESS 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: Other Accounts Payable (SCGR)	33,033.12	(J)		33,033.12
Unreserved Fund Balance, 07/01/19	2,935,364.56	(K)	-	2,935,364.56 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Thirteenth Judicial Circuit
	20-2-058013

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, 13th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Robin Menendez

Telephone #: 813-274-1932

Revenue Estimating Methodology:

FAJUA PIP Insurance Fraud Grant: This program is funded on an annually renewable basis by the Florida Joint Underwriters Association to fund the prosecution of PIP Insurance Fraud. Funding of \$150,000 annually was received in October 2018, for FY 2018-2019.

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 2019-2020 and also for FY 2020-2021.

This fund is exempted from Service Charges through a Service Charge to GR.

Insurance Fraud Prosecution (PIP through DFS):The origin of the Insurance Fraud Prosecution (PIP through 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. HB 5001, Engrossed 1, page 139, of the 2019 Florida Legislature grants funding to the Office of the State Attorney, 13th Judicial Circuit for FY 2019-2020. The estimate is based on the Department of Financial Services transfer authority to transfer up to \$166,371.58 in FY 2019-20.

Funding for FY 2020-2021 is based on the Department of Financial Services transfer authority to transfer up to \$ \$166,802.18 in FY 2020-2021.

There is no service charge associated with this fund.

Insurance Fraud Prosecution (WC through DFS): The origin of the Insurance Fraud Prosecution (Workers’ Comp through DFS) Trust Fund is based on SB0002, 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’ Compensation Insurance Fraud Prosecution. HB 5001, Engrossed 1, page 139, of the 2019 Florida Legislature grants funding to the Office of the State Attorney, 13th Judicial Circuit for FY 2019-2020. The estimate is based on the Department of Financial Services transfer authority to transfer up to \$151,567.74 in FY 2019-20 and \$152,087.79 in 2020-2021.

There is no service charge associated with this fund.

Prosecution of Local Ordinances The projected revenue amount for the Local Ordinances 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 2020-2021 (\$6,000/qtr. x 4 = \$24,000 annually).

In addition, an annual invoice is submitted to the City of Plant City based on actual hours worked. The FY 2020-2021 amount is anticipated to be \$850. FY 2019-2020 is also estimated to be \$850.

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 2019-2020 and FY 2020-2021.

The revenue from the City of Plant City is also subject to and 8% service charge, and is thereby reduced by that amount (\$68) per year for both FY 2019-2020 and FY 2020-2021.

Summary:

	<u>Hillsborough Cty.</u>	<u>Plant City</u>	<u>Total</u>
Revenue (Annual)	\$24,000.00	\$850.00	\$24,850.00
Less Service Charge (Annual)	<u>\$1,920.00</u>	<u>\$68.00</u>	<u>\$1,988.00</u>
Net Rev After Svc. Chg. (Annual)	\$22,080.00	\$782.00	\$22,862.00

Tax Recovery Grant: The revenue amounts for the Tax Recovery Grant were increased under agreement with The Able Trust to \$18,750/qtr. (\$75,000 annually) during FY 2016-2017. Payments are made in arrears each quarter.

Effective July 1, 2017, financial management of, and fiduciary responsibility for the Tax Recovery Grant was moved from The Able Trust to the Florida Association of Centers for Independent Living (FACIL). Anticipated revenue amounts were not affected by this change.

Therefore, anticipated revenue for FY 2019-2020 should continue unchanged at \$75,000 annually for both FY 2019-2020 and FY 2020-2021.

There is no service charge associated with this fund.

FIU/MacArthur Grant: In May 2018, a Subaward between the Office of the State Attorney, 13th Judicial Circuit and The Florida International University Board of Trustees was signed and entered into by both parties. This Subaward granted \$50,000.00 for the implementation by the Office of the State Attorney of a research and technical assistance project. This project was set to expire in December 2019, but we anticipate a renewal of the Subaward during FY 2019-2020.

Exemption from Service Charge for this grant was established via approval of Budget Amendment Request EOG Log #O0048 for FY 2018-2019 and we will again request exemption from Service Charge in the event of renewal.

Anticipated revenue for FY 2019-2020 is \$50,000.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	24,850
Less 8% Service Charge	\$	-1,988
= Receipts Applicable to 5% Assessment	\$	22,862
x 5% State Trust Fund Reserve	\$	1,143

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	24,850
x 8% Service Charge	\$	1,988
FY 2019-20 Receipts Applicable to SCGR	\$	24,850
x 8% Service Charge	\$	1,988

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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 18-19 (A01)	Amount FY 19-20 (A02)	Amount FY 20-21 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Financial Services FID #2393	001500	158,320.40	166,371.58	166,802.18	100522	Sarah Goodman 09/10/19
Department of Financial Services FID #2795	001500	144,205.40	151,567.74	152,087.79	100526	Sarah Goodman 09/10/19
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

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Thirteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339016

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,809,839.11	(A)		1,809,839.11
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	24,750.00	(D)		24,750.00
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,834,589.11	(F)	-	1,834,589.11
LESS 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: Other Accounts Payable (SCGR)	480.00	(J)		480.00
Unreserved Fund Balance, 07/01/19	1,834,109.11	(K)	-	1,834,109.11 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys - Thirteenth Judicial Circuit
	20-2-339016

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,834,109.11 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description _____ (C)

SWFS Adjustment # and Description _____ (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS _____ (D)

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

_____ (D)

_____ (D)

_____ (D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,834,109.11 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,834,109.11 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney's Office, 14th Circuit

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Laurie Hughes

Telephone #: 850-872-4473

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 14's estimated receipts are \$129,920 for FY 2019-2020 and \$127,600 for FY 2020-2021.

Cost of Prosecution: Revenues are projected at \$683,338 for FY 2019-2020 and FY 2020-2021, which is calculated on an average of the last three years of revenue.

Worthless Check Fees: Revenues are projected at \$1,000 for FY 2019-2020 and FY 2020-2021. The average fees collected for the last three fiscal years are \$2,728; however, collected fees have decreased significantly over the past years and rather than use the average, revenues are projected at a conservative estimate of \$1,000 annually rather than the three-year average of \$2,728.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	814,258
Less 8% Service Charge	\$	-65,141
= Receipts Applicable to 5% Assessment	\$	749,117
x 5% State Trust Fund Reserve	\$	37,456

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	811,938
x 8% Service Charge	\$	64,955
FY 2019- 20 Receipts Applicable to SCGR	\$	814,258
x 8% Service Charge	\$	65,141

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
Budget Entity:	State Attorneys - Fourteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-058014

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,714,153.56	(A)		2,714,153.56
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	2,714,153.56	(F)	-	2,714,153.56
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	17,988.94	(H)		17,988.94
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	21,717.19	(J)		21,717.19
Unreserved Fund Balance, 07/01/19	2,674,447.43	(K)	-	2,674,447.43 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: State Attorneys Revenue Trust Fund
LAS/PBS Fund Number: State Attorneys - Fourteenth Judicial Circuit
20-2-058014

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney's Office, 14th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Laurie Hughes

Telephone #: 850-872-4473

Revenue Estimating Methodology:

Victims of Crime Act (VOCA): Revenues for 2019-2020 and 2020-2021 are based upon the signed contract amount of \$337,169 for FY 2019-2020. The contract period is October 1 through September 30, and we anticipate this contract will be renewed for FY 2020-2021 for the same amount or with a small increase.

VAWA-STOP VIOLENCE AGAINST WOMEN: Revenue for FY 2019-2020 of \$8,580 is based on remaining funds owed from the FY 2018-2019 contract. This contract was not renewed and the amount is non-recurring.

LOCAL ORDINANCE PROSECUTION: Revenues are received under contracts with municipalities and counties for the prosecution of municipal ordinance violations at a rate of \$50.00 per hour. The average revenue for the previous three fiscal years is \$18,475. Estimated revenues for FY 2019-2020 and 2020-2021 are calculated on an average of the previous three years.

COURT INFORMATION TECHNOLOGY: Revenues for FY 2019-2020 and FY 2020-2021 are based upon signed contracts for reimbursement of salary and benefits. Revenue for 2019-2020 is contracted at \$86,750 and revenue for 2020-2021 is contracted at \$89,352. The contract period is January 3, 2019 through January 2, 2021.

HURRICANE MICHAEL/FEMA: Revenue for 2019-2020 is based upon a federal FEMA grant for \$68,758.86 for repair of state vehicles damaged during Hurricane Michael on October 10, 2018. This is non-recurring.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	18,475
Less 8% Service Charge	\$	-1,478
= Receipts Applicable to 5% Assessment	\$	16,997
x 5% State Trust Fund Reserve	\$	850

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	18,475
x 8% Service Charge	\$	1,478
FY 2019-20 Receipts Applicable to SCGR	\$	18,475
x 8% Service Charge	\$	1,478

Explanation of Schedule I, Section III Accounting Adjustments:

Reduce FY 2017-18 Accounts Receivable in the amount of -\$210.00.

**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 (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	307,054.55	337,169.00	337,169.00	104133	Sarah Nortelus 9/10/19

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021 Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Fourteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339017

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	478,243.19	(A)		478,243.19
ADD: Other Cash (See Instructions)	68,758.86	(B)		68,758.86
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	71,521.34	(D)		71,521.34
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	618,523.39	(F)	-	618,523.39
LESS 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: Other Accounts Payable (SCGR)	504.00	(J)		504.00
Unreserved Fund Balance, 07/01/19	618,019.39	(K)	-	618,019.39 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Fourteenth Judicial Circuit
 20-2-339017

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 618,019.39 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 618,019.39 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 618,019.39 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Circuit 15

Trust Fund Name: State Attorneys Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Jeanne D. Howard

Telephone #: 561-355-7272

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 15's estimated receipts are \$345,520 for FY 2019-2020 and \$339,350 for FY 2020-2021.

Cost of Prosecution: In August of 2018, we increased our Cost of Prosecution assessment in diversion and plea agreements and collected \$2,454,252 in FY 2018-19. The estimated receipts for FY 2019-20 are \$2,700,000 based on fact that FY 2018-19 did not include a full year of collections under the new rate. FY 2020-21 should continue at the same rate as FY 2019-20.

Worthless Check Fees: Fee collections were \$200-400 per month for FY 2018-19. Estimates for FY 2019-20 and FY 2020-21 are the same. With the limited use of paper checks, this fee will eventually reduce itself and result in a final closure of the program in a few more years.

Restitution: Fee collection for Identity Fraud/Theft cases (FS 817.568). The Office handles approximately 35 cases per year, but collections for FY 2018-19 came in under \$2,000. Collections are increasing, so \$7,500 is estimated for FY 2019-20 and FY 2020-21.

-

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 3,049,520
Less 8% Service Charge	\$ -243,962
= Receipts Applicable to 5% Assessment	\$ 2,805,558
x 5% State Trust Fund Reserve	\$ 140,278

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 3,043,350
x 8% Service Charge	\$ 243,468
FY 2019-20 Receipts Applicable to SCGR	\$ 3,049,520
x 8% Service Charge	\$ 243,962

Explanation of Schedule I, Section III Accounting Adjustments:

There is an adjustment of \$1,465 for accounts receivable posted to the incorrect Budget Entity. The offsetting entry is in Budget Entity 21500500.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Fifteenth Judicial Circuit

LAS/PBS Fund Number:

20-2-058015

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,855,950.52	(A)		1,855,950.52
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,855,950.52	(F)	-	1,855,950.52
LESS 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: Other Accounts Payable (SCGR)	68,315.19	(J)		68,315.19
Unreserved Fund Balance, 07/01/19	1,787,635.33	(K)	-	1,787,635.33 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fifteenth Judicial Circuit
	20-2-058015

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Circuit 15

**Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316**

Name of Person Completing This Form: Jeanne D. Howard

Telephone #: 561-355-7272

Revenue Estimating Methodology:

Forfeiture and Investigative Support Trust Fund—State:

The amount and timing of funds vary based on court ruling, task force involvement and asset availability. State Attorney 15 works with the Palm Beach County Narcotics Task Force. This collaboration results in a share of proceeds received from the Palm Beach Sheriff's office. FY 18/19 collections equaled \$88,767. The estimated revenue is based on past collections and pending cases.

Forfeiture and Investigative support Trust Fund—Federal:

This FIST fund is primarily based on an e-share agreement between the Dept. of Justice (DEA) and SAO 15. The estimated revenue is based on the percentage of hours our investigator worked on the case with the DEA task force. Our share in FY 18/19 was 67,900. For FY 19-20 and 20-21 there are 15-20 DEA cases that may settle including a large case that may result in over \$50,000. At this point our only estimates are based on prior receipts and upcoming cases.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	50,000
x 8% Service Charge	\$	4,000
FY 2019-20 Receipts Applicable to SCGR	\$	50,000
x 8% Service Charge	\$	4,000

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fifteenth Judicial Circuit
	20-2-316015

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	214,918.64	(A)	-	214,918.64
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
Total Cash plus Accounts Receivable	214,918.64	(F)	-	214,918.64
LESS 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: Other Accounts Payable (SCGR)	1,147.79	(J)	-	1,147.79
Unreserved Fund Balance, 07/01/19	213,770.85	(K)	-	213,770.85 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Fifteenth Judicial Circuit
	20-2-316015

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="213,770.85"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/> (D)
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Approved FCO Certified Forward 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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<input type="text"/>	(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="213,770.85"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="213,770.85"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney, Circuit 15

Trust Fund Name: Grants & Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Jeanne Howard

Telephone #: 561- 355-7272

Revenue Estimating Methodology:

VOCA: There was an increase to FY 18/19 totaling \$640,000. This increase is the result of adding 5 more grant positions at 75% costs estimating the additional \$179,000. The award for FY19-20 was \$645,000. At this time, this is unlikely to increase for FY 2020-21.

VAWA: The revenue amount is fixed under contract agreement with Florida Coalition Against Domestic Violence (FCADV). FY 2017-18 contract # 18-8038-SAO was amended to increase to \$120,582.66. For FY 2018-19 Contract 19-8038-SAO has been increased to 151,977. At this time, it is unlikely to increase for FY 2020-2021.

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

County CJC-MacArthur Sub-grant: The Palm Beach County Criminal Justice Commission has received a grant from the MacArthur Foundation and they have provided this office with a sub grant award of \$62,000 for the first year and \$60,000 for the second year. The grants will run from 2018 through 2020. There is a possibility this grant will end in 2021.

Tax Recovery Program: The revenue amount, by law, is \$75,000. The agreement is now with the Florida Association of Centers for Independent Living at the rate of \$18,750 per quarter = \$75,000 annually. That amount will most likely stay consistent for FY 2020-21.

Prosecution of Insurance Fraud: The Prosecution of Insurance Fraud has proviso language in the FY 2019-20 General Appropriations Act. The revenue estimate is based on the Department of Financial Services transfer authority to transfer up to \$175,186.56 in FY 2019-20 and \$175,639.97 in FY 2020-2021.

Prosecution of Workers' Comp Fraud: The Prosecution of Workers' Compensation Insurance Fraud has Proviso language in the FY 2019-20 General Appropriations Act. The revenue estimate is based on the Department of Financial Services transfer authority to transfer up to \$175,110.15 in FY 2019-20 and \$175,710.98 in FY 2020-2021.

Recovery of Fraudulent Indigency Claims: Fee collection resulting in less than \$50 per year. Currently estimated at \$232.00.

STOP VAWA: The revenue amount is fixed under contract agreement with Florida Council Against Sexual Violence (FCASV), contract #18STO062, to receive \$42,403 for FY 2018-19. This may increase in FY 2020-21 since more funds are now available.

Auto Repair Insurance:

SA15 has an accident insurance policy with State Farm to assist in covering the cost of repairs to our vehicles. The money is received in the form of a check from the insurance company which is deposited into this fund. Once SA15 has an invoice for a repair that is completed, the Operations General Revenue will be reimbursed by this fund. The spending authority for this fund will be estimated yearly based on the use of this insurance policy.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	12,000
x 8% Service Charge	\$	960
FY 2019-20 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 <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount FY 18-19 (A01)	Amount FY 19-20 (A02)	Amount FY 20-21 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Financial Services FID #2393	001500	161,495.01	175,186.56	175,639.97	100522	Sarah Goodman 09/10/19
Department of Financial Services FID #2795	001500	160,140.99	175,110.15	175,710.98	100526	Sarah Goodman 09/10/19
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

**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			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	614,263.32	645,000.00	645,000.00	104133	Sarah Nortelus 9/10/19

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:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Fifteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339018

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	243,292.23	(A)		243,292.23
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	115,297.65	(D)		115,297.65
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	358,589.88	(F)	-	358,589.88
LESS 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: Other Accounts Payable (SCGR)	240.00	(J)		240.00
Unreserved Fund Balance, 07/01/19	358,349.88	(K)	-	358,349.88 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Fifteenth Judicial Circuit
 20-2-339018

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 358,349.88 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 358,349.88 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 358,349.88 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, 16th Circuit

Trust Fund Name: State Attorneys Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Mary Balazs

Telephone #: 305-289-2593

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 16's estimated receipts are \$67,200 for FY 2019-2020 and \$68,000 FY 2020-2021.

Worthless Check Fees: The amounts are based upon the current year revenues.

Restitution: For the last several years, our revenue has been consistent at approximately \$5,000 annually. We project that this number will remain the same for FY 2020-2021

Cost of Prosecution: The amounts are based upon the current year revenues.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	267,200
Less 8% Service Charge	\$	-21,376
= Receipts Applicable to 5% Assessment	\$	245,824
x 5% State Trust Fund Reserve	\$	12,291

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	266,000
x 8% Service Charge	\$	21,280
FY 2019-20 Receipts Applicable to SCGR	\$	267,200
x 8% Service Charge	\$	21,376

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

State Attorneys Revenue Trust Fund

Budget Entity:

State Attorneys - Sixteenth Judicial Circuit

LAS/PBS Fund Number:

20-2-058016

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	795,274.19	(A)		795,274.19
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	795,274.19	(F)	-	795,274.19
LESS 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: Other Accounts Payable (SCGR)	4,808.04	(J)		4,808.04
Unreserved Fund Balance, 07/01/19	790,466.15	(K)	-	790,466.15 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Sixteenth Judicial Circuit
	20-2-058016

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="790,466.15"/> (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)
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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 FCO Certified Forward 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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<input type="text"/>	(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="790,466.15"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="790,466.15"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney’s Office, Circuit 16

**Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316**

Name of Person Completing This Form: Justice Administrative Commission

Telephone #: 850-448-2415

Revenue Estimating Methodology:

FIST:

There no revenues in FY 2018-2019. The fund balance is \$2,935. There is no reason to expect any new revenue in this fund.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Sixteenth Judicial Circuit
	20-2-316016

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,934.82	(A)		2,934.82
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)	-	2,934.82
LESS 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, 07/01/19	2,934.82	(K)	-	2,934.82 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number: State Attorneys - Sixteenth Judicial Circuit
20-2-316016

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, 16th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID #2339

Name of Person Completing This Form: Mary Balazs

Telephone #: (305) 289-2593

Revenue Estimating Methodology:

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

Stop Violence Against Women (VAWA): The amounts are based upon a contract which states the maximum amount payable.

Local Ordinance Prosecution: We expect no revenues.

Coalition Against Sexual Violence: The amounts are based upon a contract which states the maximum amount payable.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

Reduce FY 2017-18 Accounts Receivable in the amount of -\$1,859.00.

Statewide Financial Adjustment, #B2100058, to decrease Accounts Receivable by -\$1,603 and increase revenue.

**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	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	50,150.32	75,000.00	100,000.00	104133	Sarah Nortelus 9/10/19

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

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Sixteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339019

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	884,356.35	(A)		884,356.35
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	7,036.54	(D)		7,036.54
ADD: Reduce Accounts Receivable #B2100058		(E)	(1,602.82)	(1,602.82)
Total Cash plus Accounts Receivable	891,392.89	(F)	(1,602.82)	889,790.07
LESS 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: Other Accounts Payable (SCGR)		(J)		-
Unreserved Fund Balance, 07/01/19	891,392.89	(K)	(1,602.82)	889,790.07 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Sixteenth Judicial Circuit
20-2-339019

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 891,392.89 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment #B2100058 Reduce Accounts Receivable (1,602.82) (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 889,790.07 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 889,790.07 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Office of the State Attorney 17th Circuit

Trust Fund Name: State Attorneys Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Monica M. Hofheinz

Telephone #: 954-831-8543

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, SA17’s estimated receipts are \$532,560 for FY 2019-2020 and \$523,050 for FY 2020-2021.

Cost of Prosecution: There are many factors that affect the State Attorney Office's ability to receive cost of prosecution (COP) revenues. The Cost of Prosecution 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 FY 2020-21 are based on the receipts from FY 2018-19.

FY 2018-19 Receipts: \$1, 159,174

FY 2019-20 Receipts: \$1, 159,174

FY 2020-21 Receipts: \$1, 159,174

Worthless Check Fees: 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 FY 2020-21 are based on the receipts from FY 2018-19.

FY 2018-19 Receipts \$2,280

FY 2019-20 Receipts \$2,280

FY 2020-21 Receipts \$2,280

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,694,014
Less 8% Service Charge	\$ -135,521
= Receipts Applicable to 5% Assessment	\$ 1,558,493
x 5% State Trust Fund Reserve	\$ 77,925

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,684,504
x 8% Service Charge	\$ 134,760
FY 2019-20 Receipts Applicable to SCGR	\$ 1,694,014
x 8% Service Charge	\$ 135,521

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,922,112.06	(A)	-	1,922,112.06
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	282.42	(D)	-	282.42
ADD: _____		(E)	-	-
Total Cash plus Accounts Receivable	1,922,394.48	(F)	-	1,922,394.48
LESS 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: Other Accounts Payable (SCGR)	38,357.02	(J)	-	38,357.02
Unreserved Fund Balance, 07/01/19	1,884,037.46	(K)	-	1,884,037.46 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Seventeenth Judicial Circuit
	20-2-058017

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1,884,037.46"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

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

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

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

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="1,884,037.46"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="1,884,037.46"/> (F)
--	---

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

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Office of the State Attorney, 17th Circuit

**Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316**

Name of Person Completing This Form: Monica M. Hofheinz

Telephone #: 954-831-8543

Revenue Estimating Methodology:

The State Attorney 17th Circuit has entered into an Equitable Sharing Agreement with the Department of Justice and anticipates receiving forfeiture funds in fiscal year 2019-20. The receipt of these funds is based on Task Force Involvement and asset availability.

In Fiscal Year 2018-19 a total of \$1,363.67 was received.

The State Attorney's Office, Seventeenth Judicial Circuit has already received \$20,475 in FY 2019-20 and estimates that over \$20,475 will be received in FY 2020-21.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue:

Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Seventeenth Judicial Circuit
	20-2-316017

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	121,132.53	(A)		121,132.53
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	121,132.53	(F)	-	121,132.53
LESS 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, 07/01/19	121,132.53	(K)	-	121,132.53 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number: State Attorneys - Seventeenth Judicial Circuit
20-2-316017

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Office of the State Attorney, 17th Judicial Circuit

Trust Fund Name: Grants & Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Monica M. Hofheinz

Telephone #: 954-831-8543

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 FY2018-19 \$487,029 based on the current VOCA contract

Receipts FY2019-20 is estimated at \$573,982 based on the new VOCA contract

Receipts FY2020-21 is estimated at \$573,982 based on the new 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 FY2018-19 \$204,650 based on the FY18-19 VAWA contract

Receipts FY2019-20 is estimated at \$205,918 based on the current VAWA contract

Receipts FY2020-21 is estimated at \$205,918 based on the current VAWA contract

FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE (FCASV): The State Attorney Office, 17th Circuit has entered into a contract with the Florida Council Against Sexual Violence (FCASV) to provide services to all victims of sexual crimes ages 11 and up. In addition, the FCASV has engaged SA17 for the purpose of filing and prosecuting cases of sexual violence, victims of sexual battery, unlawful sexual activity with certain minors and human trafficking offenses related to commercial sexual activity.

Receipts FY2018-19 \$47,635 based on the FY18-19 FCASV contract

Receipts FY2019-20 is estimated at \$46,392 based on the current FCASV contract

Receipts FY2020-21 is estimated at \$46,392 based on the current FCASV contract

PROSECUTION OF INSURANCE FRAUD: The current fiscal year appropriation is \$160,242 as specified in the Conference Report on Senate Bill 2500. The revenue estimate is based on the Department of Financial Services transfer authority.

Receipts FY2018-19 \$166,612

Receipts FY2019-20 is estimated at \$175,186

Receipts FY2020-21 is estimated at \$175,639

WORKER'S COMPENSATION FRAUD: The current fiscal year appropriation is \$159,264 as specified in the Conference Report on Senate Bill 2500. The estimate is based on the Department of Financial Services transfer authority.

Receipts FY2018-19 \$162,541

Receipts FY2019-20 is estimated at \$175,110

Receipts FY2020-21 is estimated at \$175,710

PARI-MUTUEL ENFORCEMENT: The current fiscal year appropriation is \$242,542 as specified in the Conference Report on Sen Senate Bill 2500. The estimate is based on the Department of Financial Services transfer authority.

Receipts FY2018-19 of \$241,398

Receipts FY2019-20 is estimated at \$296,476

Receipts FY2020-21 is estimated at \$296,476

TAX RECOVERY ENFORCEMENT DIVERSION PROGRAM: Estimated receipts of \$75,000 for FY 2019-20 is based on the contractual agreement in accordance with F.S. 413.4021.

Receipts FY2018-19 \$75,000

Receipts FY2019-20 is estimated at \$75,000

Receipts FY2020-21 is estimated at \$75,000

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 \$450,000.

Receipts FY2018-19 \$422,299

Receipts FY2019-20 is estimated at \$450,000

Receipts FY2020-21 is estimated at \$450,000

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 \$83,470

Receipts FY2018-19: \$77,372

Receipts FY2019-20 is estimated at \$83,470

Receipts FY2020-21 is estimated at \$83,470

LOCAL ORDINANCE PROSECUTION: The revenue amounts for Ordinance Prosecution are based on Inter-local Agreements with Broward County. We estimate we will receive approximately \$32,710 for FY2019-20 and FY2020-21.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	32,710
Less 8% Service Charge	\$	-2,617
= Receipts Applicable to 5% Assessment	\$	30,093
x 5% State Trust Fund Reserve	\$	1,505

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	32,710
x 8% Service Charge	\$	2,617
FY 2019-20 Receipts Applicable to SCGR	\$	32,710
x 8% Service Charge	\$	2,617

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

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

Agency Name: JAC /State Attorney Office-17th Judicial Circuit

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

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

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Dept of Business & Prof Regulation FID #2520	001500	241,398.00	296,476.00	296,476.00	100614	Eric Thiele 9/13/19

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

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

Agency Name: JAC /State Attorney Office-17th Judicial Circuit

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

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

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount FY 18-19 (A01)	Amount FY 19-20 (A02)	Amount FY 20-21 (A03)	Transfer Out Expenditure Category	Confirmed By/Date
Department of Financial Services FID #2393	001500	166,611.40	175,186.56	175,639.97	100522	Sarah Goodman 09/10/19
Department of Financial Services FID #2795	001500	162,541.20	175,110.15	175,710.98	100526	Sarah Goodman 09/10/19
Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)	Transfer Out Expenditure Category				Transfer In Revenue Category	Confirmed By/Date

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

Agency Name: JAC /State Attorney Office-17th Judicial Circuit

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

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

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	480,677.27	573,982.00	573,982.00	104133	Sarah Nortelus 9/10/19

Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)	Transfer Out Expenditure Category	Amount			Transfer In Revenue Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Seventeenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339011

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,360,530.70	(A)		1,360,530.70
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	80,859.05	(D)		80,859.05
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,441,389.75	(F)	-	1,441,389.75
LESS 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: Other Accounts Payable (SCGR)	654.20	(J)		654.20
Unreserved Fund Balance, 07/01/19	1,440,735.55	(K)	-	1,440,735.55 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Seventeenth Judicial Circuit
 20-2-339011

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,440,735.55 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,440,735.55 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,440,735.55 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

BUDGET REQUEST SCHEDULE 1 NARRATIVE

FY 2020-2021 Legislative Budget Request

Circuit/Office Name: State Attorney, Circuit 18

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Megan Diaz

Telephone #: (321) 637-5518

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, SA 18’s estimated receipts are \$295,680 for FY 2019-2020 and \$290,400 for FY 2020-2021.

Cost of Prosecution-COP: Based on the revenues for the last half of FY 2018-19 the average revenue was \$118,200.50. Multiplying the average by twelve months, the estimated revenue is \$1,418,406.00 for FY 2019-20 and FY 2020-21.

Worthless Check Fees: Based on FY 2018-19, the Worthless Check fees have seen a steady decline and is projected for FY 2019-20 and FY 2020-21 at \$1,500.00.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,715,586
Less 8% Service Charge	\$ -137,247
= Receipts Applicable to 5% Assessment	\$ 1,578,339
x 5% State Trust Fund Reserve	\$ 78,917

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,710,306
x 8% Service Charge	\$ 136,824
FY 2019-20 Receipts Applicable to SCGR	\$ 1,715,586
x 8% Service Charge	\$ 137,247

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
Budget Entity:	State Attorneys - Eighteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-058018

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	753,351.64	(A)		753,351.64
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	753,351.64	(F)	-	753,351.64
LESS 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: Other Accounts Payable (SCGR)	39,664.07	(J)		39,664.07
Unreserved Fund Balance, 07/01/19	713,687.57	(K)	-	713,687.57 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Department Title:	<u>Budget Period: 2020 - 2021</u> <u>Justice Administration</u>
Trust Fund Title:	<u>State Attorneys Revenue Trust Fund</u>
LAS/PBS Fund Number:	<u>State Attorneys - Eighteenth Judicial Circuit</u> <u>20-2-058018</u>

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="713,687.57"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

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

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="713,687.57"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="713,687.57"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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*SHOULD EQUAL ZERO.

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney, Circuit 18

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Megan Diaz

Telephone #: 321-637-5519

Revenue Estimating Methodology:

Victims of Crimes Act- VOCA: The revenue amounts are fixed under the grant contract and are estimated to be at \$469,913.00 for FY 2019/2020 and \$493,408.00 for FY 2020/2021.

Violence Against Women Act- VAWA: The revenue amounts are fixed under the grant contract and are estimated to be \$118,837.90 in FY 2019/2020 and \$130,936.72 in FY 2020/2021.

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 5.88 % increase in revenues from FY 2017/2018 to FY 2018/2019 the estimated revenue is \$13,340.88 for FY 2019/2020 and \$14,125.32 for FY 2020/2021.

Teen Court:

The Office of the State Attorney, 18th Judicial Circuit received revenue for the Teen Court Program from Brevard County as authorized by F.S. 938.19 and Brevard County Ordinance 07-37. Brevard County reimburses the State Attorney Office for all fund expended on this program. Factoring in the anticipated increases to salaries and benefits and operational costs, the estimated revenues for this program are \$111,790.52 for FY 2019/2020 and \$117,380.05 for FY 2020/2021.

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

This contract has been terminated.

FCASV STOP Grant:

This contract has been terminated.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	13,341
Less 8% Service Charge	\$	-1,067
= Receipts Applicable to 5% Assessment	\$	12,274
x 5% State Trust Fund Reserve	\$	614

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	14,125
x 8% Service Charge	\$	1,130
FY 2019-20 Receipts Applicable to SCGR	\$	13,341
x 8% Service Charge	\$	1,067

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	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	405,427.96	469,913.00	493,408.00	104133	Sarah Nortelus 9/10/19

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
		Amount	Amount	Amount		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	State Attorneys - Eighteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339009

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	516,298.05	(A)		516,298.05
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	74,984.47	(D)		74,984.47
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	591,282.52	(F)	-	591,282.52
LESS 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: Other Accounts Payable (SCGR)	304.00	(J)		304.00
Unreserved Fund Balance, 07/01/19	590,978.52	(K)	-	590,978.52 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	State Attorneys - Eighteenth Judicial Circuit
	20-2-339009

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="590,978.52"/>	(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 FCO Certified Forward 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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<input type="text"/>	(D)
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<input type="text"/>	(D)
----------------------	-----

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="590,978.52"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="590,978.52"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney, Circuit 19

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Gayle W. McMahon

Telephone #: 772-462-1313

Revenue Estimating Methodology:

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 19's estimated receipts are \$159,040 for FY 2019-2020 and \$156,200 for FY 2020-2021.

Cost of Prosecution: Historically, this agency has recognized that the statutory minimum costs do not accurately reflect the true cost associated with the prosecution of a case, but this agency's policy was to request only those minimum costs in accordance with Section 938.27(8), Florida Statutes. As the Legislature has continued to gradually increase the financial burden of maintaining office operations on State Attorney Trust Funds (primarily funded through cost of prosecution), this policy is no longer viable. Therefore, we recently examined the cost of handling felony, misdemeanor and criminal traffic cases to determine a more realistic and justifiable amount. In March 2018, Costs for the state attorney were increased in all cases to no less than \$100 per case when a misdemeanor or criminal traffic offense is charged and no less than \$200 per case when a felony offense is charged. This includes a proceedings 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 \$1,026,000 for FY 2019-20 and \$1,026,000 for FY 2020-21.

Restitution in accordance with Florida Statutes 817.68: Unfortunately, we do not have historical data on which to base our receipts. To date, we have only received one receipt attributable to restitution. Based on the number of cases we have in this circuit, we are projecting \$200 in receipts.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,185,040
Less 8% Service Charge	\$ -94,803
= Receipts Applicable to 5% Assessment	\$ 1,090,237
x 5% State Trust Fund Reserve	\$ 54,512

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,182,200
x 8% Service Charge	\$ 94,576
FY 2019-20 Receipts Applicable to SCGR	\$ 1,185,040
x 8% Service Charge	\$ 94,803

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
Budget Entity:	State Attorneys - Nineteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-058019

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	967,680.89	(A)		967,680.89
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	967,680.89	(F)	-	967,680.89
LESS 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: Other Accounts Payable (SCGR)	34,895.33	(J)		34,895.33
Unreserved Fund Balance, 07/01/19	932,785.56	(K)	-	932,785.56 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: State Attorneys Revenue Trust Fund
LAS/PBS Fund Number: State Attorneys - Nineteenth Judicial Circuit
 20-2-058019

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Nineteenth Judicial Circuit
	20-2-316019

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.36	(A)		0.36
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	0.36	(F)	-	0.36
LESS 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, 07/01/19	0.36	(K)	-	0.36 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number: State Attorneys - Nineteenth Judicial Circuit
20-2-316019

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney, 19th Circuit

Trust Fund Name: Grants & Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Gayle W. McMahon

Telephone #: 772-462-1313

Revenue Estimating Methodology:

Victims of Crime Act / VOCA - Grant No.: VOCA-2019-State Attorney’s Office-00004. Revenues received from VOCA Grants are based solely on current Grant awards in effect

County Reimbursement for IT Personnel: Revenues received are in accordance with approved County Budgets within the circuit. Effective 10/01/2019

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

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-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	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	494,343.10	545,630.00	654,756.00	104133	Sarah Nortelus 9/10/19

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
		Amount	Amount	Amount		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	149,667.48	(A)		149,667.48
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	187,085.24	(D)		187,085.24
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	336,752.72	(F)	-	336,752.72
LESS 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, 07/01/19	336,752.72	(K)	-	336,752.72 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Nineteenth Judicial Circuit
 20-2-339020

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 336,752.72 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 336,752.72 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 336,752.72 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, Circuit 20

Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058

Name of Person Completing This Form: Debbie Stanbro

Telephone #: 239-533-1121

Revenue Estimating Methodology (use additional pages if necessary)

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney Offices is projected to be \$5.6 M for FY 2019-20 and \$5.5 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, SA 01's estimated receipts are \$280,560 for FY 2019-20 and \$275,550 for FY 2020-21.

Worthless Check Fees: Businesses' serving Southwest Florida continually evolve their practices and strategies in an effort to maximize their revenues. Many have changed their receivable practices to include greater usage of credit card services and as result there is a reduction of the acceptance of checks. Our agency 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 FY 2018-19 - \$2,845 * 1.03 (increase) = FY 2019-20 Receipts - \$2,930

Receipts FY 2019-20 - \$2,930 * 1.03 (increase) = FY 2020-21 Receipts - \$3,018

Cost of Prosecution: There are many factors that affect all State Attorney Office's ability to receive Cost of Prosecution revenues such as: the economy, caseload, judge's choice to award costs and the defendant's ability to pay.

During the fiscal year 2018-19, our agency has instituted a new procedure for collection of Cost of Prosecution costs. Our agency will continue to aggressively pursue the receipt of Cost of Prosecution funds and we anticipate the collections within this trust fund to increase.

Receipts FY 2018-19 - \$1,043,944

Receipts FY 2019-20 - \$1,075,262

Receipts FY 2020-21 - \$1,107,520

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	1,358,752
Less 8% Service Charge	\$	-108,700
= Receipts Applicable to 5% Assessment	\$	1,250,052
x 5% State Trust Fund Reserve	\$	62,503

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	1,386,088
x 8% Service Charge	\$	110,887
FY 2019-20 Receipts Applicable to SCGR	\$	1,358,752
x 8% Service Charge	\$	108,700

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	State Attorneys Revenue Trust Fund
Budget Entity:	State Attorneys - Twentieth Judicial Circuit
LAS/PBS Fund Number:	20-2-058020

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	845,344.37	(A)		845,344.37
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	845,344.37	(F)	-	845,344.37
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	690.15	(H)		690.15
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	30,000.41	(J)		30,000.41
Unreserved Fund Balance, 07/01/19	814,653.81	(K)	-	814,653.81 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	State Attorneys Revenue Trust Fund
LAS/PBS Fund Number:	State Attorneys - Twentieth Judicial Circuit
	20-2-058020

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="814,653.81"/> (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)
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SWFS Adjustment # and Description	<input type="text"/> (C)
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Add/Subtract Other Adjustment(s):

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

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

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

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="814,653.81"/> (E)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="814,653.81"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2019-2020 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney's Office, Circuit 20

Trust Fund Name: Civil RICO Trust Fund, FID# 2095

Name of Person Completing This Form: Justice Administrative Commission

Telephone #: 850-488-2415

Revenue Estimating Methodology:

There were no revenues in this fund in FY 2018-2019, nor are there any expected revenues in the future. The balance in this fund is \$0.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administratin
Trust Fund Title:	Civil RICO Trust Fund
Budget Entity:	State Attorneys - Twentieth Judicial Circuit
LAS/PBS Fund Number:	20-2-095001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	0.00	(F)	0.00	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	0.00	(K)	0.00	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Civil RICO Trust Fund
LAS/PBS Fund Number:	State Attorneys - Twentieth Judicial Circuit
	20-2-095001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: State Attorney’s Office, Circuit 20

Trust Fund Name: Forfeiture and Investigative Support Trust Fund
FID# 2316

Name of Person Completing This Form: Justice Administrative Commission

Telephone #: 850-488-2415

Revenue Estimating Methodology:

FIST:

There were no revenues in FY 2018-2019. The fund balance is \$20,202. There is no reason to expect any new revenue in this fund.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Twentieth Judicial Circuit
	20-2-316020

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	20,201.88	(A)		20,201.88
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	20,201.88	(F)	-	20,201.88
LESS 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, 07/01/19	20,201.88	(K)	-	20,201.88 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Forfeiture and Investigative Support Trust Fund
LAS/PBS Fund Number:	State Attorneys - Twentieth Judicial Circuit
	20-2-316020

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 20,201.88 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description _____ (C)

SWFS Adjustment # and Description _____ (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS _____ (D)

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

_____ (D)

_____ (D)

_____ (D)

ADJUSTED BEGINNING TRIAL BALANCE: 20,201.88 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 20,201.88 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: State Attorney's Office, 20th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Debbie Stanbro

Telephone #: 239-533-1117

Revenue Estimating Methodology:

1. **Victim of Crime Acts (VOCA)** - The revenue amount of \$398,772 is fixed under contract VOCA-2019-State Attorney's Office, 00141 for FY19/20. It is anticipated that funding for VOCA will increase to \$418,102 for FY20/21.

2. **Stop Violence Against Women (VAWA)** - The revenue amount of \$157,488 is fixed under contract 20-8043-SAO for FY19/20. For FY20/21, the revenues are based on current funding levels since future funding through this grant is uncertain.

3. **Lee County Jail/Early Case Resolution (ERC)** - The projected revenue amounts for the Lee County Jail position for FY19/20 and 20/21 are based on an Annual Inter-local Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the personnel who work under this grant position.

4. **Local Ordinance Prosecution** - The revenue amounts for Ordinance Prosecution are based on Inter-local Agreements with Charlotte, Collier, Hendry and Lee counties as well as other local municipalities for prosecution of municipal ordinances. Municipal ordinances are billed at \$50 per ordinance. We estimate to receive approximately \$2,500 from each county for FY19/20 and FY20/21.

5. **Lee County File Clerk** - The projected revenue amounts for the Lee County File Clerk position for FY19/20 and 20/21 are based on an Annual Inter-local Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under this grant position.

6. **Lee County Drug Court** - The projected revenue amounts for the Lee County Drug Court positions for FY19/20 and 20/21 are based on an Annual Inter-local Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the personnel who work under this grant position.

7. **Lee Co. BCC Ordinance** - The projected revenue amounts for the Lee County BCC Ordinance position for FY19/20 and 20/21 are based on an Annual Inter-local Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under the grant position.

8. **County Information Technology** - The projected revenue amounts for the County Data Processing grant for FY19/20 and FY20/21 are based on Annual Inter-local Agreements with Charlotte, Collier and Lee Counties. The amount of revenues is based on the salaries and benefits of the personnel who work under these grant positions.

9. **Collier Jail Reduction** - The projected revenue amounts for the Collier Fast Track position for FY19/20 and FY20/21 are based on an Inter-local Agreement with the Board of County Commissioners of Collier County. The amount of revenues is based on the salaries and benefits of the person who works under this grant position.

10. **Charlotte Mental Health Court** - The projected revenue amounts for the Mental Health Court position for FY19/20 and FY20/21 are based on an Inter-local Agreement with the Board of County Commissioners of Charlotte County. The amount of revenues is based on the salaries and benefits of the person who works under this grant position.

11. **Tax Collection Recovery Program** - This beneficial program that our agency entered into with the Department of Revenue and the Florida Association of Centers for Independent Living per 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 \$75,000 based on the contract with Department of Revenue and the Florida Association for Centers for Independent Living.

12. **Stop Violence Against Women (VAWA) - FCASV** - The revenue amount of \$54,035 is fixed under contract 18STO67 for FY19/20. For FY20/21, the revenues are based on current funding levels since future funding through this grant is uncertain.

13. **Prosecution of Insurance Fraud** – Our agency was granted this program in the 16/17 fiscal year to work with the Division of Insurance Fraud to assist with prosecuting insurance fraud. The appropriation awarded by the Legislature in FY 2019-20 is \$142,500. The estimated revenue is based on the Department of Financial Services transfer authority to transfer up to \$155,728.67 in FY 2019-20 and \$156,131.73 in FY 2020-2021.

14. **Collier Specialty Court** - The projected revenue amounts for the Collier County Specialty Court position for FY19/20 and FY20/21 are based on an Inter-local Agreement with the Board of County Commissioners of Collier County. The amount of revenues is based on the salaries and benefits of the person who works under this grant position.

15. **Collier County Sheriff - SFLHIDTA** - The projected revenue amounts for the Collier County Sheriff SFLHIDTA position for FY19/20 and FY20/21 are based on an Inter-local Agreement with the Collier County Sheriff’s Office. The amount of revenues is based on the amount allocated for a prosecutor processing cases under the SFLHIDTA grant.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	10,000
x 8% Service Charge	\$	800
FY 2019-20 Receipts Applicable to SCGR	\$	10,000
x 8% Service Charge	\$	800

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 18-19 (A01)	FY 19-20 (A02)	FY 20-21 (A03)		
Department of Legal Affairs FID #2261	001510	214,755.15	398,772.00	418,102.00	104133	Sarah Nortelus 9/10/19

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
		Amount	Amount	Amount		

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	82,110.75	(A)		82,110.75
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	51,426.79	(D)		51,426.79
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	133,537.54	(F)	-	133,537.54
LESS 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: Other Accounts Payable (SCGR)	596.00	(J)		596.00
Unreserved Fund Balance, 07/01/19	132,941.54	(K)	-	132,941.54 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: State Attorneys - Twentieth Judicial Circuit
 20-2-339021

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 132,941.54 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 132,941.54 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 132,941.54 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

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

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - First Judicial Circuit

LAS/PBS Fund Number:

20-2-059001

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	129.59	(A)			129.59
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-129.59		-129.59
Total Cash plus Accounts Receivable	129.59	(F)	-129.59		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	129.59	(K)	-129.59		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - First Judicial Circuit
	20-2-059001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="129.59"/>	(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 #B2100002; Correct Accounts Receivable	<input type="text" value="-129.59"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 1st Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

**Name of Person Completing This Form: Kimberly A. Weekley,
Administrative Director**

Telephone #: 850-595-4100, ext. 245

Revenue Estimating Methodology:

Ordinance Defense: The Public Defender’s Office, First Judicial Circuit contracts with Escambia County, Santa Rosa County, City of Pensacola and the City of DeFuniak Springs for the agency to defend citizens violating the local ordinances of the city and county. Current contracts are \$50 per case. Ordinance defense cases have decreased approximately 45% over the last three fiscal years; therefore estimate is 65 cases per year, totaling \$3,250 (with an estimated 8% service charge).

County IT: The Public Defender’s Office, First Judicial Circuit projects reimbursement for two information technology personnel, as related to Florida Statute 29.008. The counties are required by statute to support the IT expenses of this office, including personnel. Budget requests are made to each county for the October 1 through September 30 fiscal year and approved by the individual Boards of County Commissioners. The payroll reimbursements from Escambia, Okaloosa, Santa Rosa and Walton counties for IT personnel include Salary and Benefit funding:

FY 2019-20 - \$162,170

FY 2020-21 - \$165,172

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	3,250
Less 8% Service Charge	\$	-260
= Receipts Applicable to 5% Assessment	\$	2,990
x 5% State Trust Fund Reserve	\$	150

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	3,250
x 8% Service Charge	\$	260
FY 2019-20 Receipts Applicable to SCGR	\$	3,250
x 8% Service Charge	\$	260

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

Public Defenders - First Judicial Circuit

LAS/PBS Fund Number:

20-2-339023

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	20,728.18	(A)		20,728.18
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	15,532.35	(D)		15,532.35
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	36,260.53	(F)	-	36,260.53
LESS 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: Other Accounts Payable (SCGR)	12.00	(J)		12.00
Unreserved Fund Balance, 07/01/19	36,248.53	(K)	-	36,248.53 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - First Judicial Circuit
	20-2-339023

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="36,248.53"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="36,248.53"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="36,248.53"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 1st Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

**Name of Person Completing This Form: Kimberly A. Weekley,
Administrative Director**

Telephone #: 850-595-4100, ext. 245

Revenue Estimating Methodology:

The Indigent Criminal Defense Trust Fund was established on January 1, 1997. Throughout the history of collections, 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. Projections were made based on this documented data collection.

There have been no new policies or laws since 2009 to generate additional ICDTF collections. Based upon these key indicators, estimated growth is minimal.

Based on a five year collection of the original two (2) funding sources for this trust fund, revenue has averaged \$912,675 per year, with an annual median increase of 5%.

FY 14-15 revenue was \$853,201 (8.66% increase over prior year); FY 15-16 revenue was \$869,557 (1.92% increase over prior year); FY 16-17 revenue was \$891,934 (2.57% increase over prior year); FY 17-18 revenue was \$942,275 (5.64% increase over prior year); FY 18-19 revenue was \$1,006,410 (6.81% increase over prior year).

Beginning in FY18-19 the Public Defender Revenue Trust Fund was merged with the Indigent Criminal Defense Trust fund. The Article V revenue for our agency for FY 2018-19 was \$105,879, with the ID Theft surcharge averaging less than \$50 in collections per year. It is projected the average trend of \$8,823 per month will continue.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, PD 01’s estimated receipts are \$116,749 for FY 2019-2020 and \$112,579 for FY 2020-2021.

	Actual	Estimate	
	FY 2018-19	FY 2019-20	FY 2020-21
Fees	\$550,059	\$577,562	\$606,440
Restitution	\$456,325	\$479,141	\$503,098
Article V	\$105,879	\$116,749	\$112,579

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 694,311
Less 8% Service Charge	\$ -55,545
= Receipts Applicable to 5% Assessment	\$ 638,766
x 5% State Trust Fund Reserve	\$ 31,938

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 719,037
x 8% Service Charge	\$ 57,522
FY 2019-20 Receipts Applicable to SCGR	\$ 694,311
x 8% Service Charge	\$ 55,545

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$129.59.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - First Judicial Circuit
	20-2-974001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,224,367.71	(A)		1,224,367.71
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	5,602.57	(D)		5,602.57
ADD: Correct Accounts Receivable Entry		(E)	129.59	129.59
Total Cash plus Accounts Receivable	1,229,970.28	(F)	129.59	1,230,099.87
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	188,029.42	(H)		188,029.42
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Accounts Payable (SCGR)	15,905.74	(J)		15,905.74
Unreserved Fund Balance, 07/01/19	1,026,035.12	(K)	129.59	1,026,164.71 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - First Judicial Circuit
	20-2-974001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,026,035.12	(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 # B2100025; Correct Accounts Receivable	129.59	(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 FCO Certified Forward 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:	1,026,164.71	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	1,026,164.71	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Second Judicial Circuit

LAS/PBS Fund Number:

20-2-059002

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	89.76	(A)			89.76
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-89.76		-89.76
Total Cash plus Accounts Receivable	89.76	(F)	-89.76		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	89.76	(K)	-89.76		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Second Judicial Circuit
	20-2-059002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="89.76"/>	(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 # B2100003; Correct Accounts Receivable	<input type="text" value="-89.76"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Public Defender, 2nd Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Lori Hocking

Telephone #: 850-606-1012

Revenue Estimating Methodology:

Revenue estimates 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 \$65,674.00.

Revenue estimates 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 clients who meet eligibility requirements for Mental Health Supportive Housing Services. We anticipate that this contract will renew and funding will be provided. It is estimated that this contract will be for \$50,000.00

Revenue estimates 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 and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

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

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	0.00	(F)	0.00	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	0.00	(K)	0.00	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

	Budget Period: 2020 - 2021
Department Title:	Justice Adminitstration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - Second Judicial Circuit
	20-2-339022

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="0.00"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020 -2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 2nd Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Lori Hocking

Telephone #: 850-606-1012

Revenue Estimating Methodology:

Background: The ICDTF was established on January 1, 1995 and now there exists a twenty (20) year history of collections. Secondly, monthly collection data is compiled, distributed, and monitored monthly. If there is a negative change in collections, efforts are immediately put in place to determine why a reduction occurred. Most of the time when a monthly collection is substantially less, the Clerk’s office has made an error in reporting the collections accurately and it is subsequently corrected. The projections were made on the basis of historical data.

In Fiscal Year 2011/2012 Leon County abolished a dedicated collections court and withdrew all outstanding writs that had been issued for failure to appear at a collections court hearing. In Fiscal Year 2012/2013 our office implemented procedures to offset the changes in collections court made by Leon County.

Methodology: To continue the increase in collections seen in Fiscal Year 2018/2019 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 2018-2019 Indigent Criminal Defense Trust Fund total revenue showed a small increase (0.68211 percent) from Fiscal Year 2017-2018 revenue by \$ 2,532.91.

While Economic conditions have resulted in a reduction in revenue collections over the past four years, this small uptick is a positive sign that perhaps our economy is slowly recovering and we can expect this trend to continue.

Conclusion: Based on this data, and our continued efforts to increase collections, we are optimistic that we will continue to see an uptick in fiscal year 2019-2020, as well as the 2020/2021 fiscal year.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 02's estimated receipts are \$80,867 for FY 2019-2020 and \$77,979 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	291,027
Less 8% Service Charge	\$	-23,282
= Receipts Applicable to 5% Assessment	\$	267,744
x 5% State Trust Fund Reserve	\$	13,387

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	319,663
x 8% Service Charge	\$	25,573
FY 2019-20 Receipts Applicable to SCGR	\$	291,027
x 8% Service Charge	\$	23,282

Explanation of Schedule I, Section III Accounting Adjustments:
Statewide Financial Statement Adjustment from Fund 2059, Public
Defenders Revenue Trust Fund, in the amount of \$90.00.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Second Judicial Circuit
	20-2-974002

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	436,172.27	(A)		436,172.27
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	89.76	89.76
Total Cash plus Accounts Receivable	436,172.27	(F)	89.76	436,262.03
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	6,729.88	(H)		6,729.88
Approved "B" Certified Forwards	33,920.10	(H)		33,920.10
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	6,234.76	(J)		6,234.76
Unreserved Fund Balance, 07/01/19	389,287.53	(K)	89.76	389,377.29 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Second Judicial Circuit
	20-2-974002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	423,207.63	(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 # B2100026; Correct Accounts Receivable	89.76	(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	(33,920.10)	(D)
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Approved FCO Certified Forward 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:	389,377.29	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	389,377.29	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Third Judicial Circuit

LAS/PBS Fund Number:

20-2-059003

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	41.71	(A)			41.71
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-41.71		-41.71
Total Cash plus Accounts Receivable	41.71	(F)	-41.71		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	41.71	(K)	-41.71		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Third Judicial Circuit
	20-2-059003

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="41.71"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100004; Correct Accounts Receivable	<input type="text" value="-41.71"/> (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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 3rd Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Gordon Summers

Telephone #: 386-758-0540

Revenue Estimating Methodology:

ICDTF collections have been fluctuating as a source of revenue.

The total receipts collected in FY 2018-19 were \$342,370.00.
(This includes \$37,370.00 in Traffic Fines formerly in PDRTF.)

PD3 estimates receipts for FY 2019-20 will be: \$330,000.00.

 PD Application Fees @ \$49.00 per case: \$110,000.00.

 Restitution Fees: \$184,000.00.

 Traffic Fines: \$ 37,585.00

PD3 estimates receipts for FY 2020-21 will be: \$320,000.00.

 PD Application Fees @ \$49.00 per case: \$105,000.00.

 Restitution Fees: \$179,000.00.

 Traffic Fines: \$ 36,243.00

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD

03's estimated receipts are \$37,585 for FY 2019-2020 and \$36,243 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	147,585
Less 8% Service Charge	\$	-11,807
= Receipts Applicable to 5% Assessment	\$	135,778
x 5% State Trust Fund Reserve	\$	6,789

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	141,243
x 8% Service Charge	\$	11,299
FY 2019-20 Receipts Applicable to SCGR	\$	147,585
x 8% Service Charge	\$	11,807

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$41.71.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Third Judicial Circuit
	20-2-974003

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	566,447.47	(A)		566,447.47
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	41.71	41.71
Total Cash plus Accounts Receivable	566,447.47	(F)	41.71	566,489.18
LESS 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: Other Accounts Payable (SCGR)	3,658.60	(J)		3,658.60
Unreserved Fund Balance, 07/01/19	562,788.87	(K)	41.71	562,830.58 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Third Judicial Circuit
	20-2-974003

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="562,788.87"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100027; Correct Accounts Receivable	<input type="text" value="41.71"/> (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 FCO Certified Forward 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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<input type="text"/> (D)

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="562,830.58"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="562,830.58"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Fourth Judicial Circuit

LAS/PBS Fund Number:

20-2-059004

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	175.45	(A)			175.45
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-175.45		-175.45
Total Cash plus Accounts Receivable	175.45	(F)	-175.45		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	175.45	(K)	-175.45		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fourth Judicial Circuit
	20-2-059004

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="175.45"/>	(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 # B2100005; Correct Accounts Receivable	<input type="text" value="-175.45"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office: Office of the Public Defender, 4th Judicial Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Denise K. Ostertag

Telephone #: 904-255-4603

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 Judicial Circuit, to defend citizens violating the local county ordinances. Contracted rate is \$50/hour for misdemeanors and \$100 per 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 Information Technology 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 2019-2020 is estimated at \$287,725 which includes revenue from the previous year that lags due to the varying fiscal years of each county. The estimate for FY 2020-2021 of \$ 296,357 includes a slight anticipated increase in benefits which will be factored into the salary/benefit reimbursements.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	22,000
Less 8% Service Charge	\$	-1,760

= Receipts Applicable to 5% Assessment	\$	20,240
x 5% State Trust Fund Reserve	\$	1,012

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	22,000
x 8% Service Charge	\$	1,760
FY 2019-20 Receipts Applicable to SCGR	\$	22,000
x 8% Service Charge	\$	1,760

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

Public Defenders - Fourth Judicial Circuit

LAS/PBS Fund Number:

20-2-339024

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	74,071.91	(A)		74,071.91
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	70,168.00	(D)		70,168.00
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	144,239.91	(F)	-	144,239.91
LESS 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: Other Accounts Payable (SCGR)	156.00	(J)		156.00
Unreserved Fund Balance, 07/01/19	144,083.91	(K)	-	144,083.91 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fourth Judicial Circuit
	20-2-339024

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="144,083.91"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="144,083.91"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="144,083.91"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 4th Judicial Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Denise K. Ostertag

Telephone #: 904-255-4603

Revenue Estimating Methodology:

The Indigent Criminal Defense Trust Fund was established on January 1, 1997 and now there exists a 20+ 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.

With the Public Defender's Office, 4th Judicial Circuit defending an average of 36,000 per year (and increasing), the potential receipts on the \$50 application fee alone are over \$1.58M (based on \$50 per case less \$2 Court split and the 8% service charge). While the agency realizes that collecting 100% of receivables is unrealistic, there is room for growth from the 24% collected in PD application fees in FY 18-19. The Clerk's Office has initiated an aggressive collections program for outstanding debts which should increase agency revenue during the current and future Fiscal Years. After a slight increase in Public Defender application fee collection during the 18-19 Fiscal Year, and with the implementation of these enhancements and a currently robust economy, the agency has set the goal of increasing PD application fee collections by an additional 15% in the current fiscal year. In actuality, this would bring revenue in this area only slightly above the level generated during the previous Fiscal Years. The agency then projects an additional 15% the following year.

In addition, based on a continuing analysis of collections, the agency determined that the best opportunity for increasing revenue in ICDTF continues to be in the area of Attorney Fees (001204/Fines). The rate of collection of Attorney Fees

currently stands at a low of 33.1%. If PD-04 collected the FY 17-18 average statewide attorney fees (\$54.16), ICDTF collections would increase by over \$200,000. The Public Defender, a former judge himself, has committed to encouraging his former colleagues on the bench to assist us in increasing this rate of collection. We are projecting a 40% increase in this area for FY 2019-20 and an additional 40% increase in FY 2020-21. This would increase the rate of collection in this revenue area to 42%.

The Office also projects the sale of two (2) surplus vehicles in FY 2019-2020 and one (1) surplus vehicle in FY 2020-2021.

Article V Traffic Fines: The Public Defenders Revenue Trust Fund was merged with the Indigent Criminal Defense Trust Fund in the FY 2018-19 Budget. Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, PD 04’s estimated receipts are \$158,069 for FY 2019-2020 and \$152,424 for FY 2020-2021.

	Actual FY 18/19	Expected Estimated Increase 15/40%	Estimated Receipts FY 19/20	Expected Estimated Increase 15/40 %	Estimated Receipts FY 20-21
<u>ICDTF</u>					
Fees	\$ 386,589	\$ 57,988	\$ 444,577	\$ 66,687	\$ 511,264
Restitution Non-Recur.	\$ 191,748	\$ 76,699	\$ 268,447 \$ 10,000	\$ 107,379	\$ 375,826
Traffic Fines	\$ 157,159		\$ 158,069		\$152,424
Restitution	\$ <u>0</u>		\$ <u>250</u>		\$ <u>250</u>
TOTAL	\$ 735,496		\$ 881,343		\$1,039,764

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 612,646
Less 8% Service Charge	\$ -49,012

= Receipts Applicable to 5% Assessment	\$	563,634
x 5% State Trust Fund Reserve	\$	28,182

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	663,688
x 8% Service Charge	\$	53,095
FY 2019-20 Receipts Applicable to SCGR	\$	612,646
x 8% Service Charge	\$	49,012

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$175.45.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fourth Judicial Circuit
	20-2-974004

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	705,292.63	(A)		705,292.63
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable		(E)	175.45	175.45
Total Cash plus Accounts Receivable	705,292.63	(F)	175.45	705,468.08
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	4,321.06	(H)		4,321.06
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	12,642.88	(J)		12,642.88
Unreserved Fund Balance, 07/01/19	688,328.69	(K)	175.45	688,504.14 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fourth Judicial Circuit
	20-2-974004

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	688,328.69	(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 # B2100028; Correct Accounts Receivable	175.45	(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 FCO Certified Forward 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:	688,504.14	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	688,504.14	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Fifth Judicial Circuit

LAS/PBS Fund Number:

20-2-059005

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	108.80	(A)			108.80
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-108.80		-108.80
Total Cash plus Accounts Receivable	108.80	(F)	-108.80		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	108.80	(K)	-108.80		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifth Judicial Circuit
	20-2-059005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="108.80"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100006; Correct Accounts Receivable	<input type="text" value="-108.80"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 5th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Karen Cihoski

Telephone #: 352-742-4378

Revenue Estimating Methodology:

Ordinance Violation 000100: Due to improved monitoring of staff compliance on Ordinance Violation billing and collections circuit wide, collections for both current year and LBR request year are anticipated to be around \$1,500 per year.

County IT Grant 000810: In FY15-16 and subsequently in FY16-17, this agency contracted with the Marion, Lake, Hernando and Citrus County Board of County Commissioners to reimburse the State of Florida for Information Technology staff positions in all four (4) Counties and Early Intervention staff positions in Marion and Lake Counties.

Collections are based on budget distribution agreements with each county. Current year and LBR request year collections include Salary & Benefit funding as follows:

Current Year: FY2019-20		LBR Request Year: FY2020-21	
Marion	\$344,902	Marion	\$355,000
Lake	\$414,408	Lake	\$426,000
Hernando	\$107,544	Hernando	\$110,000
Citrus	\$ 40,236	Citrus	\$ 41,000
Total:	\$908,590	Total:	\$933,500

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR \$ 1,500

Less 8% Service Charge	\$	-120
= Receipts Applicable to 5% Assessment	\$	1,380
x 5% State Trust Fund Reserve	\$	69

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	1,500
x 8% Service Charge	\$	120
FY 2019-20 Receipts Applicable to SCGR	\$	1,500
x 8% Service Charge	\$	120

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

Public Defenders - Fifth Judicial Circuit

LAS/PBS Fund Number:

20-2-339043

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	121,098.54	(A)		121,098.54
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	121,098.54	(F)	-	121,098.54
LESS 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: Other Accounts Payable (SCGR)	228.00	(J)		228.00
Unreserved Fund Balance, 07/01/19	120,870.54	(K)	-	120,870.54 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Fifth Judicial Circuit
 20-2-339043

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 120,870.54 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 120,870.54 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 120,870.54 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 5th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Karen Cihoski

Telephone #: 352-742-4378

Revenue Estimating Methodology:

This agency closely monitors Indigent Criminal Defense Trust Fund revenue collections on a monthly basis. Collections increased annually since the inception of ICDTF in 1997. However, in FY16-17 collections decreased by roughly \$80,000. Anticipated collection figure of \$1,395,000 per year is based on a five-year collection average of the original two (2) funding sources for this trust fund

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); in FY 15-16 annual revenue was \$1,470,414 (a 4.3% increase over prior year); in FY16-17 annual revenue was \$1,391,818 (a 5.35% decrease); in FY17-18 annual revenue had increased to 1,486,645.

Article V Traffic Fines: Beginning in FY18-19 the Public Defender Revenue Trust Fund was merged with the Indigent Criminal Defense Trust fund. Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 05's estimated receipts are \$98,019 for FY 2019-2020 and \$94,518 for FY 2020-2021. The ID Theft surcharge averaging roughly \$ 2,000 in collections per year. This amounted to a total ICDTF Revenue collection at roughly \$1,543,000

Current year revenue estimate of \$128,333 per month, and LBR estimate of \$128,333 per month are based on an assessment that revenue collections are likely to remain static and could potentially decrease slightly.

\$128,333 x 12 Months = \$1,540,000 - FY 2019-20 Estimated Revenue
 \$128,333 x 12 Months = \$1,540,000 - FY 2020-21 Estimated Revenue

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	673,019
Less 8% Service Charge	\$	-53,842
= Receipts Applicable to 5% Assessment	\$	619,177
x 5% State Trust Fund Reserve	\$	30,959

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	669,518
x 8% Service Charge	\$	53,561
FY 2019-20 Receipts Applicable to SCGR	\$	673,019
x 8% Service Charge	\$	53,842

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$108.80.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifth Judicial Circuit
	20-2-974005

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	516,725.70	(A)		516,725.70
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	108.80	108.80
Total Cash plus Accounts Receivable	516,725.70	(F)	108.80	516,834.50
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	23,000.00	(H)		23,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	17,185.51	(J)		17,185.51
Unreserved Fund Balance, 07/01/19	476,540.19	(K)	108.80	476,648.99 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifth Judicial Circuit
	20-2-974005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	476,540.19	(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 # B2100029; Correct Accounts Receivable	108.80	(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 FCO Certified Forward 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:	476,648.99	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	476,648.99	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Sixth Judicial Circuit

LAS/PBS Fund Number:

20-2-059006

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	236.89	(A)			236.89
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-236.89		-236.89
Total Cash plus Accounts Receivable	236.89	(F)	-236.89		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	236.89	(K)	-236.89		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Sixth Judicial Circuit
	20-2-059006

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="236.89"/>	(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 # B2100007; Correct Accounts Receivable	<input type="text" value="-236.89"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 6th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Brian Solka

Telephone #: 727-464-8024

Revenue Estimating Methodology:

Estimates are based on approved contracts for 2019-2020 with Pinellas County for IT (\$57,000), ITP (\$147,020), CJMHSA Reinvestment Grant (\$20,000), Case Manager (\$72,000), two Case Managers (\$146,000), one Ready for Life Therapist (\$78,000), SAMHSA AOT Grant (\$148,713) and with the Pinellas County Sheriff for Homeless Outreach (\$124,898).

Estimates for 2020-2021 funds are based on anticipated re-approvals of contracts with Pinellas County for IT (\$59,508), ITP (\$153,489), Case Manager (\$75,168), two Case Managers (\$152,424), one Ready for Life Therapist (\$81,432), SAMHSA AOT Grant (\$148,713) and with the Pinellas County Sheriff for Homeless Outreach (\$124,898).

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	147,020
Less 8% Service Charge	\$	-11,762
= Receipts Applicable to 5% Assessment	\$	135,258
x 5% State Trust Fund Reserve	\$	6,763

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	153,489
x 8% Service Charge	\$	12,279
FY 2019-20 Receipts Applicable to SCGR	\$	147,020
x 8% Service Charge	\$	11,762

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Sixth Judicial Circuit
LAS/PBS Fund Number:	20-2-339027

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	804,359.66	(A)		804,359.66
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	804,359.66	(F)	-	804,359.66
LESS 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: Other Accounts Payable (SCGR)	11,246.40	(J)		11,246.40
Unreserved Fund Balance, 07/01/19	793,113.26	(K)	-	793,113.26 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Sixth Judicial Circuit
 20-2-339027

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 793,113.26 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 793,113.26 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 793,113.26 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 6th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Brian Solka

Telephone: 727-464-8024

Revenue Estimating Methodology:

The Indigent Criminal Defense Fund was established on 1/1/97 statewide. There exists a 22 year history of collections. During the 5 year period from FY 2013-2014 to 2018-2019, ICDTF collections averaged \$1,343,761 (data includes collections from the old PDRTF, which has since merged with the ICDTF).

A close review of collection data for The Public Defender’s Office, 6th Circuit over the last five years shows collections decreasing 10.2% from a high of \$1,416,123 in FY 2012-2014 to a low of \$1,271,585 in FY 2017-2018. However, The Public Defender’s Office, 6th Circuit collected \$1,297,071 in FY 2018-2019, a 2% increase.

The projections predict that collections will continue to grow around 2% each year and will be closer to the previous 5-year average.

	ACTUAL FY 18-19	ESTIMATED FY 19-20	ESTIMATED FY 20-21
Fees	\$539,150	549,933	560,931
Restitution	\$545,721	556,635	567,768
Totals	1,297,071	1,323,012	1,349,472

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 06's estimated receipts are \$213,430 for FY 2019-2020 and \$205,807 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	763,363
Less 8% Service Charge	\$	-61,069
= Receipts Applicable to 5% Assessment	\$	702,294
x 5% State Trust Fund Reserve	\$	35,115

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	766,738
x 8% Service Charge	\$	61,339
FY 2019-20 Receipts Applicable to SCGR	\$	763,363
x 8% Service Charge	\$	61,069

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$236.89.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Sixth Judicial Circuit
	20-2-974006

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	478,730.04	(A)		478,730.04
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	236.89	236.89
Total Cash plus Accounts Receivable	478,730.04	(F)	236.89	478,966.93
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	10,467.15	(H)		10,467.15
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	17,862.00	(J)		17,862.00
Unreserved Fund Balance, 07/01/19	450,400.89	(K)	236.89	450,637.78 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Sixth Judicial Circuit
	20-2-974006

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	450,400.89	(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 # B2100030; Correct Accounts Receivable	236.89	(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 FCO Certified Forward 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:	450,637.78	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	450,637.78	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Seventh Judicial Circuit

LAS/PBS Fund Number:

20-2-059007

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	128.27	(A)			128.27
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-128.27		-128.27
Total Cash plus Accounts Receivable	128.27	(F)	-128.27		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	128.27	(K)	-128.27		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Seventh Judicial Circuit
	20-2-059007

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="128.27"/>	(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 # B2100008; Correct Accounts Receivable	<input type="text" value="-128.27"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

**SCHEDULE I TRUST FUND NARRATIVE FORM
FY 2020-2021 LEGISLATIVE BUDGET REQUEST**

Circuit/Office: Public Defender Office, 7th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Robert D. Ryan

Telephone #: 386-239-7730

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.

FY2016-17 Estimated Contract/Receipts in the amount of \$90,458.00, broken down as follows:

1st Quarter Payment: \$22,037.00
2nd Quarter Payment: \$22,807.00
3rd Quarter Payment: \$22,807.00
4th Quarter Payment: \$22,807.00

FY2017-18 Requested Contract/Receipts in the amount of \$91,402.00, broken down as follows:

1st Quarter Payment: \$22,807.00
2nd Quarter Payment: \$22,865.00
3rd Quarter Payment: \$22,865.00
4th Quarter Payment: \$22,865.00

FY2018-19 Requested Contract/Receipts in the amount of \$92,521.00, broken down as follows:

1st Quarter Payment: \$22,865.00
2nd Quarter Payment: \$23,219.00
3rd Quarter Payment: \$23,219.00
4th Quarter Payment: \$23,218.00

FY2019-20 Actual Contract/Receipts in the amount of \$92,264.00, broken down as follows:

1st Quarter Payment: \$23,219.00
2nd Quarter Payment: \$23,015.00
3rd Quarter Payment: \$23,015.00
4th Quarter Payment: \$23,015.00

FY2020-21 Actual Contract/Receipts in the amount of \$93,120.00, broken down as follows:

1st Quarter Payment: \$23,015.00
2nd Quarter Payment: \$23,395.00
3rd Quarter Payment: \$23,395.00
4th Quarter Payment: \$23,395.00

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Seventh Judicial Circuit
LAS/PBS Fund Number:	20-2-339029

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	12,295.00	(A)		12,295.00
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	12,295.00	(F)	-	12,295.00
LESS 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, 07/01/19	12,295.00	(K)	-	12,295.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - Seventh Judicial Circuit
	20-2-339029

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="12,295.00"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="12,295.00"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="12,295.00"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 7th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Robert D. Ryan

Telephone #: 386-239-7730

Revenue Estimating Methodology:

Throughout the history of collections for the Indigent Criminal Defense Trust Fund, Fiscal Year 17-18 & 18-19 were the first year's where collections were slightly lower than the previous year. We are hopeful that this slight tick downward is an anomaly and will correct itself this Fiscal Year. We will closely monitor monthly collection data. If there were to be an ongoing negative change in monthly collections, steps would immediately be taken to determine the cause of the negative change.

Projections were made based on this documented data collection.

There are no new policies or laws that will increase the probability of collections; however, the unemployment rate continues to stay steady, which in turn increases the probability of collections. Our office will continue to work with our clients and local offices to coordinate improved collections. Additionally, Judges are assessing liens in more cases, which in turn will result in higher collections.

Although Fiscal Year 2018-2019 Indigent Criminal Defense Trust Fund Revenue collections were slightly lower than Fiscal Year 2017-2018 receipts, we estimate collections to increase during FY2019-2020 and this trend to continue.

Based upon the overall decrease in the growth rate and fluctuating caseloads, we are anticipating a conservative growth in collections at 5% for Fiscal Year 2019-2020 and Fiscal Year 2020-2021.

	<u>Actual</u> <u>FY 17-18</u>	<u>Actual</u> <u>FY18-19</u>	<u>Overall</u> <u>Change</u>	<u>Overall</u> <u>Estimated</u> <u>Receipts</u> <u>FY19-20</u>	<u>Overall</u> <u>Estimated</u> <u>Receipts</u> <u>FY20-21</u>
Fees	\$292,840	\$279,006	\$ -13,834	\$292,956	\$307,604
Restitution	\$232,614	\$242,158	\$ 9,544	\$246,860	\$259,203

Total **\$525,454** **\$521,164** **\$ -4,290** **\$539816** **\$566,807**

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, PD 07’s estimated receipts are \$115,563 for FY 2019-2020 and \$111,435 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	408,519
Less 8% Service Charge	\$	-32,682
= Receipts Applicable to 5% Assessment	\$	375,837
x 5% State Trust Fund Reserve	\$	18,792

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	419,039
x 8% Service Charge	\$	33,523
FY 2019-20 Receipts Applicable to SCGR	\$	408,519
x 8% Service Charge	\$	32,682

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$128.27.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Seventh Judicial Circuit
	20-2-974007

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	387,002.23	(A)		387,002.23
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	128.27	128.27
Total Cash plus Accounts Receivable	387,002.23	(F)	128.27	387,130.50
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	11,295.00	(H)		11,295.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	9,476.02	(J)		9,476.02
Unreserved Fund Balance, 07/01/19	366,231.21	(K)	128.27	366,359.48 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Seventh Judicial Circuit
	20-2-974007

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="366,231.21"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100031; Correct Accounts Receivable	<input type="text" value="128.27"/> (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 FCO Certified Forward 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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<input type="text"/> (D)

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

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

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="366,359.48"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="366,359.48"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Eighth Judicial Circuit

LAS/PBS Fund Number:

20-2-059008

	Balance as of 6/30/2019		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	84.79	(A)			84.79
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable		(D)			0.00
ADD: Correct Accounts Receivable Entry		(E)	-84.79		-84.79
Total Cash plus Accounts Receivable	84.79	(F)	-84.79		0.00
LESS Allowances for Uncollectibles		(G)			0.00
LESS Approved "A" Certified Forwards		(H)			0.00
Approved "B" Certified Forwards		(H)			0.00
Approved "FCO" Certified Forwards		(H)			0.00
LESS: Other Accounts Payable (Nonoperating)		(I)			0.00
LESS:		(J)			0.00
Unreserved Fund Balance, 07/01/19	84.79	(K)	-84.79		0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eighth Judicial Circuit
	20-2-059008

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="84.79"/>	(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 # B2100009; Correct Accounts Receivable	<input type="text" value="-84.79"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender's Office, Eighth Judicial Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

**Name of Person Completing This Form: Dan Priscott,
Administrative Director**

Telephone #: 352-338-7386

Ordinance Defense Contract: The city of Gainesville provides an annual fixed grant of \$6,000 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 \$6,000 is based on an estimate of 100 cases per year requiring an average of 1.2 hours per case at \$50 per hour.

UF Law School Intern Program: The revenue amounts are based on the current contract of \$15,000/annually for FY 2019-20 and it is anticipated to remain the same FY 2020-21.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	6,000
x 8% Service Charge	\$	480
FY 2019-20 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

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Grants and Donations Trust Fund

Budget Entity:

Public Defenders - Eighth Judicial Circuit

LAS/PBS Fund Number:

20-2-339030

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,143.72	(A)		14,143.72
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	14,143.72	(F)	-	14,143.72
LESS 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: Other Accounts Payable (SCGR)	480.00	(J)		480.00
Unreserved Fund Balance, 07/01/19	13,663.72	(K)	-	13,663.72 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Eighth Judicial Circuit
 20-2-339030

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 13,663.72 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 13,663.72 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 13,663.72 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender's Office, 8th Judicial Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2794

**Name of Person Completing This Form: Dan Priscott,
Administrative Director**

Telephone #: 352-338-7386

Established on January 1, 1995, the Indigent Criminal Defense Trust Fund has over 20 year history of collections. During the 20+ year history of the trust fund, collections have been materially consistent from year to year with no year being significantly less than the previous year. Additionally, monthly collections data is compiled, distributed, and monitored by the Administrative staff of each PD circuit. Negative changes in collections are reviewed on a month to month basis, and efforts are made at the circuit level to determine the cause of the negative change. As of FY 19/20 the former Public Defender Trust Fund (PDRTF) revenues have been combined with the ICDTF revenues.

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 close to the 5 year average of approximately \$36,450. The additional revenue from the former PDRTF is estimated by the Office of Economic & Demographic Research. 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, 40% of these revenues are from Application Fees and 60% are from court assessed Legal Representation costs.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 08's estimated receipts are \$76,388 for FY 2019-2020 and \$73,660 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	251,348
Less 8% Service Charge	\$	-20,108
= Receipts Applicable to 5% Assessment	\$	231,240
x 5% State Trust Fund Reserve	\$	11,562

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	248,620
x 8% Service Charge	\$	19,890
FY 2019-20 Receipts Applicable to SCGR	\$	251,348
x 8% Service Charge	\$	20,108

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$84.79.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eighth Judicial Circuit
	20-2-974008

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	477,552.18	(A)		477,552.18
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	84.79	84.79
Total Cash plus Accounts Receivable	477,552.18	(F)	84.79	477,636.97
LESS 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: Other Accounts Payable (SCGR)	5,736.62	(J)		5,736.62
Unreserved Fund Balance, 07/01/19	471,815.56	(K)	84.79	471,900.35 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eighth Judicial Circuit
	20-2-974008

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 471,815.56 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100032; Correct Accounts Receivable 84.79 (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 471,900.35 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 471,900.35 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Ninth Judicial Circuit

LAS/PBS Fund Number:

20-2-059009

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	170.22	(A)		170.22
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(170.22)	(170.22)
Total Cash plus Accounts Receivable	170.22	(F)	(170.22)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS:		(J)		0.00
Unreserved Fund Balance, 07/01/19	170.22	(K)	(170.22)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Ninth Judicial Circuit
	20-2-059009

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="170.22"/>	(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 # B2100010; Correct Accounts Receivable	<input type="text" value="-170.22"/>	(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 FCO Certified Forward 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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<input type="text"/>	(D)
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<input type="text"/>	(D)
----------------------	-----

<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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 9th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: To Lan Trinh Le

Telephone #: 407-836-4804

Revenue Estimating Methodology:

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive an estimated \$90,000 during FY 2019-2020 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 for the agency to defend citizens violating the local ordinances of the city and county. Rate is \$50/hour with 30 minutes minimum. The amount is projected to remain the same for FY 2020-2021.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$240,000 annually from the Department of Children & Families to provide Counsel Based Competency Enhancement Program.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$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 and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Ninth Judicial Circuit
LAS/PBS Fund Number:	20-2-339032

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	233,326.47	(A)		233,326.47
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	60,000.00	(D)		60,000.00
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	293,326.47	(F)	-	293,326.47
LESS 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, 07/01/19	293,326.47	(K)	-	293,326.47 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Ninth Judicial Circuit
 20-2-339032

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 293,326.47 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 293,326.47 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 293,326.47 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 9th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: To Lan Trinh Le

Telephone #: 407-836-4804

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1997 and now there exists a 22 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.

	Estimated Receipts <u>FY 20/21</u>
Fees	\$ 990,000
Restitution	\$ 1,050,000
Total	\$ 2,040,000

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, PD 09’s estimated receipts are \$153,362 for FY 2019-2020 and \$147,885 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,053,362
Less 8% Service Charge	\$ -84,269
= Receipts Applicable to 5% Assessment	\$ 969,093
x 5% State Trust Fund Reserve	\$ 48,455

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,137,885
x 8% Service Charge	\$ 91,031
FY 2019-20 Receipts Applicable to SCGR	\$ 1,053,362
x 8% Service Charge	\$ 84,269

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$170.22.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Ninth Judicial Circuit
	20-2-974009

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	89,407.08	(A)		89,407.08
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	170.22	170.22
Total Cash plus Accounts Receivable	89,407.08	(F)	170.22	89,577.30
LESS 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: Other Accounts Payable (SCGR)	17,600.66	(J)		17,600.66
Unreserved Fund Balance, 07/01/19	71,806.42	(K)	170.22	71,976.64 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Ninth Judicial Circuit
	20-2-974009

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="71,806.42"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100033; Correct Accounts Receivable	<input type="text" value="170.22"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="71,976.64"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="71,976.64"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Tenth Judicial Circuit

LAS/PBS Fund Number:

20-2-059010

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	119.82	(A)		119.82
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(119.82)	(119.82)
Total Cash plus Accounts Receivable	119.82	(F)	(119.82)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS:		(J)		0.00
Unreserved Fund Balance, 07/01/19	119.82	(K)	(119.82)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Tenth Judicial Circuit
	20-2-059010

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="119.82"/>	(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 # B2100011; Correct Accounts Receivable	<input type="text" value="-119.82"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 10th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Teresa Carroll

Telephone #: 863-534-4200

Revenue Estimating Methodology:

The Public Defender in the Tenth Judicial Circuit has staff members who spend a portion of their time on Behavioral Health Court Partnership. The partnership between the Polk County Behavioral Health Court Division (BHC) and the Public Defender's Office addresses 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 and Behavioral Health Court Partnership did not reach an agreement for reimbursement during Fiscal Year 2018/2019 for hours worked on Polk County's Behavioral Health Court Program. The Public Defender in the Tenth Judicial Circuit does not anticipate any collection from the Behavioral Health Court Partnership during Fiscal Year 2019/2020. An issue has been requested to eliminate this trust fund.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Tenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339033

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	0.00	(F)	0.00	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	0.00	(K)	0.00	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Tenth Judicial Circuit
 20-2-339033

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 10th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Teresa Carroll

Telephone #: 863-534-4200

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1995 and there now exists a 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. Based on this documented data collection, the projections were made.

Fiscal Year 2018/2019 Indigent Criminal Defense Trust Fund revenue increased in collections by 3.3% in comparison to Fiscal Year 2017/2018 revenue. As there are no new policies or laws that might help to increase collections, a 5% increase in revenue is estimated for Fiscal Year 2019/2020 and Fiscal Year 2020/2021. This increase is based on an expected increase in the number of clients requesting Public Defender services.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 10's estimated receipts are \$107,946 for FY 2019-2020 and \$104,091 for FY 2020-2021.

	<u>FY 18/19</u>	<u>5%</u>	<u>FY 19/20</u>	<u>5%</u>	<u>FY 20/21</u>
Fees	\$ 420,647	\$ 21,032	\$ 441,679	\$ 22,083	\$ 463,762
Restitution	\$ 426,014	\$ 21,300	\$ 447,314	\$ 22,365	\$ 469,679

Traffic	<u>\$ 107,323</u>	<u>\$ N/A</u>	<u>\$ 107,964</u>	<u>\$ N/A</u>	<u>\$ 104,091</u>
Total	\$ 953,984	\$ 42,332	\$ 996,939	\$ 44,448	\$ 1,037,532

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	549,625
Less 8% Service Charge	\$	-43,970
= Receipts Applicable to 5% Assessment	\$	505,655
x 5% State Trust Fund Reserve	\$	25,283

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	567,853
x 8% Service Charge	\$	45,428
FY 2019-20 Receipts Applicable to SCGR	\$	549,625
x 8% Service Charge	\$	43,970

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$119.82.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Tenth Judicial Circuit
	20-2-974010

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	479,345.67	(A)		479,345.67
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable		(E)	119.82	119.82
Total Cash plus Accounts Receivable	479,345.67	(F)	119.82	479,465.49
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	35,131.73	(H)		35,131.73
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	13,104.50	(J)		13,104.50
Unreserved Fund Balance, 07/01/19	431,109.44	(K)	119.82	431,229.26 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Tenth Judicial Circuit
	20-2-974010

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="431,109.44"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100034; Correct Accounts Receivable	<input type="text" value="119.82"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="431,229.26"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="431,229.26"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Eleventh Judicial Circuit
LAS/PBS Fund Number:	20-2-059011

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	443.88	(A)		443.88
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(443.88)	(443.88)
Total Cash plus Accounts Receivable	443.88	(F)	(443.88)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	443.88	(K)	(443.88)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eleventh Judicial Circuit
	20-2-059011

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="443.88"/>	(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 # B2100012; Correct Accounts Receivable`	<input type="text" value="(443.88)"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 11th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Esther Lew

Telephone #: 305-545-1965

Revenue Estimating Methodology:

Revenue estimates are based on anticipated contractual receipts. The estimates for each contract are listed below.

REVENUE SOURCE	Anticipated Receipts FY 2019-20	Anticipated Receipts FY 2020-21
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	\$284,000	\$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))	\$100	\$100
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))	\$15,000	\$15,000
Total anticipated receipts	\$1,458,100	\$1,558,100

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	15,000
x 8% Service Charge	\$	1,200
FY 2019-20 Receipts Applicable to SCGR	\$	15,000
x 8% Service Charge	\$	1,200

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Eleventh Judicial Circuit
LAS/PBS Fund Number:	20-2-339031

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	360,641.72	(A)		360,641.72
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	360,641.72	(F)	-	360,641.72
LESS 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: Other Accounts Payable (SCGR)		(J)		-
Unreserved Fund Balance, 07/01/19	360,641.72	(K)	-	360,641.72 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Eleventh Judicial Circuit
 20-2-339031

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 360,641.72 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 360,641.72 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 360,641.72 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 11th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Esther Lew

Telephone # 305-545-1965

Revenue Estimating Methodology:

Effective July 1, 2018 the Public Defenders Revenue Trust Fund was merged into the Indigent Criminal Defense Trust Fund (“ICDTF”). As a result, revenues for the ICDTF now include the Article V Traffic Fines Assessment. Revenues were estimated as follows.

ICDTF Application Fees & Restitution -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 2019-20 as well as fiscal year 2020-21 will be as outlined below.

	Estimate		Actual
	FY 2019-20	FY 2020-21	FY 2018-19
Fees	500,000	525,000	483,083
Restitution	400,000	425,000	362,754
	\$900,000	\$950,000	\$845,837

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 11's estimated receipts are \$399,904 for FY 2019-2020 and \$385,622 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	899,904
Less 8% Service Charge	\$	-71,992
= Receipts Applicable to 5% Assessment	\$	827,912
x 5% State Trust Fund Reserve	\$	41,396

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	910,622
x 8% Service Charge	\$	72,850
FY 2019-20 Receipts Applicable to SCGR	\$	899,904
x 8% Service Charge	\$	71,992

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$443.88.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eleventh Judicial Circuit
	20-2-974011

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,309,966.17	(A)		1,309,966.17
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable		(E)	443.88	443.88
Total Cash plus Accounts Receivable	1,309,966.17	(F)	443.88	1,310,410.05
LESS 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: Other Accounts Payable (SCGR)	20,202.31	(J)		20,202.31
Unreserved Fund Balance, 07/01/19	1,289,763.86	(K)	443.88	1,290,207.74 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eleventh Judicial Circuit
	20-2-974011

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,289,763.86	(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 # B00035	443.88	(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 FCO Certified Forward 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:	1,290,207.74	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	1,290,207.74	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Twelfth Judicial Circuit
LAS/PBS Fund Number:	20-2-059012

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	150.71	(A)		150.71
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(150.71)	(150.71)
Total Cash plus Accounts Receivable	150.71	(F)	(150.71)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	150.71	(K)	(150.71)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Twelfth Judicial Circuit
	20-2-059012

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="150.71"/>	(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 # B2100013	<input type="text" value="(150.71)"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Public Defender, 12th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Maryanne Conlan

Telephone #: 941-861-4528

Revenue Estimating Methodology:

Ordinance Defense Contracts: Estimates are based on the inter-local agreements with Sarasota City Police Department, Longboat Key Police Department and Sarasota and 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 hour, 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 Specialty Courts such as Drug Court, Mental Health Court, DUI Court, Mental Health, Early Case Resolution, Court's Assisting Veteran's, Comprehensive Treatment Court and Preventing Unnecessary Incarceration Court.

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 (2) partial attorneys for DUI Court, Mental Health Court and (1) partial legal assistants for DUI Court and Mental Health.

IT Contract: Per Chapter 29, Florida Statutes requires county funding for IT Services and the County has agreed to compensate the agency pursuant to Article V guidelines.

Sarasota and Manatee County reimburses the salaries and benefits of (2) full time IT people in Sarasota and (1 ½) IT people in Manatee County. The Systems IT Administrator person in both counties handles all BOMS, STAC and other IT related issues for the Sarasota Office. The other 1 ½ IT person handles scanning, forms and assists the Systems Administrator with other projects and duties.

Courts Assisting Veteran’s Contract: 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, Court’s Assisting Veteran’s, Comprehensive Treatment Court and Preventing Unnecessary Incarceration Court.

Sarasota County through Court Administration reimburses the salaries and benefits of (1) full-time Veterans Coordinators for Court’s Assisting Veterans.

Comprehensive Treatment 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, Court’s Assisting Veteran’s, Comprehensive Treatment Court and Preventing Unnecessary Incarceration Court.

Sarasota County reimburses the salaries and benefits for (1) .25 Assistant Public Defender and (1) .50 Legal Assistant I.

Preventing Unnecessary Incarceration Court-(New Program): 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, Court’s Assisting Veteran’s, Comprehensive Treatment Court and Preventing Unnecessary Incarceration Court.

Sarasota County through Court Administration reimburses the salaries and benefits of (1) Full-time Assistant Public Defender and (1) Full-time Legal Assistant I.

	FY19-20	FY20-21
County/City Ordinance Defense Contracts	\$ 51,000	\$ 52,000
Specialty Court-	\$207,767	\$214,309
IT Contract-	\$267,557	\$275,583
Courts Assisting Veteran’s Court-	\$ 56,330	\$ 58,019
Comprehensive Treatment Court-	\$ 65,382	\$ 67,348
Preventing Unnecessary Incarceration Court-	\$153,450	\$156,430

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	477,599
Less 8% Service Charge	\$	-38,208
= Receipts Applicable to 5% Assessment	\$	439,391
x 5% State Trust Fund Reserve	\$	21,970

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	490,086
x 8% Service Charge	\$	39,207
FY 2019-20 Receipts Applicable to SCGR	\$	477,599
x 8% Service Charge	\$	38,208

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Twelfth Judicial Circuit
LAS/PBS Fund Number:	20-2-339035

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	514,072.34	(A)		514,072.34
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	326,791.86	(D)		326,791.86
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	840,864.20	(F)	-	840,864.20
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	204,742.51	(H)		204,742.51
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/19	636,121.69	(K)	-	636,121.69 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - Twelfth Judicial Circuit
	20-2-339035

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="636,121.69"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="636,121.69"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="636,121.69"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Public Defender, 12th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Maryanne Conlan

Telephone #: 941-861-4528

Revenue Estimating Methodology:

The primary revenue source for this trust fund is derived from application fees and article V traffic assessment which is not currently exempt from the 8% service charge to General Revenue.

The ICDTF was established on January 1, 1995 and there now exists a 23-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.

The Public Defender Revenue Trust Fund was merged into the ICDTF during budget year 2018-2019. Projections for Article V Traffic Assessment were received from Justice Administration Commission in August 2018 along with discussion on \$250 Surcharge that circuits should receive.

QUALIFYING LANGUAGE:

The Public Defender's Office in the 12th Circuit for over the past four years we have average of \$510,646 annually in collections, which includes restitution and application fees. Projections are based on past collections.

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 2019/2020 is expected to be around **1% in fees** and 2020/2021 is expected to be around **1% in fees**. Several 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.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 12's estimated receipts are \$135,782 for FY 2019-2020 and \$130,933 for FY 2020-2021.

	<u>Estimated Receipts FY 19/20</u>	<u>Estimated Increase</u>	<u>Estimated Receipts FY 20/21</u>
Fees	\$274,128	1%	\$276,869
Restitution	\$267,739	1%	\$270,417

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	409,910
Less 8% Service Charge	\$	-32,793
= Receipts Applicable to 5% Assessment	\$	377,117
x 5% State Trust Fund Reserve	\$	18,856

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	407,802
x 8% Service Charge	\$	32,624
FY 2019-20 Receipts Applicable to SCGR	\$	409,910
x 8% Service Charge	\$	32,793

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$150.71

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Twelfth Judicial Circuit
	20-2-974012

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	354,844.88	(A)		354,844.88
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	150.71	150.71
Total Cash plus Accounts Receivable	354,844.88	(F)	150.71	354,995.59
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	47,906.94	(H)		47,906.94
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	9,616.02	(J)		9,616.02
Unreserved Fund Balance, 07/01/19	297,321.92	(K)	150.71	297,472.63 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number: Public Defenders - Twelfth Judicial Circuit
20-2-974012

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 297,321.92 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100036 150.71 (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 297,472.63 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 297,472.63 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Thirteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-059013

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	327.47	(A)		327.47
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(327.47)	(327.47)
Total Cash plus Accounts Receivable	327.47	(F)	(327.47)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	327.47	(K)	(327.47)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Public Defenders Revenue Trust Fund
LAS/PBS Fund Number: Public Defenders - Thirteenth Judicial Circuit
20-2-059013

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 327.47 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100014; Correct Accounts Receivable (327.47) (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 13th Circuit

Trust Fund Name: Grants and Donations Trust Fund ID, FID# 2339

Name of Person Completing This Form: Daniel Raysin

Telephone #: 813-307-4004

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 approved by the Hillsborough County Board of County Commissioners for salaries and benefits for Information Technology staff and interpreter services of the Public Defender's Office, 13th Judicial Circuit. Hillsborough County has agreed to compensate the agency pursuant to Article V guidelines. The total reimbursable compensation for FY2020-2021 is \$459,888.

Veteran's Service Program: The Public Defender's Office will be awarded \$122,190 for the Veteran's Service Initiative through Hillsborough County. This is three-year funding from Department of Justice that ends on September 30, 2021. Total funds have been renewed for another 3 years.

Mental Health Jail Diversion Program: The Public Defender's Office is working with Hillsborough County Sheriff's Office on identifying potential post-arrest 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 contractual services are from October to September each year until funds expire with the Hillsborough County Sheriff's Office.

	<u>FY 19/20</u>	<u>FY 20/21</u>
County/City Ordinance Defense Contracts	\$ 47,000	\$ 47,000
County IT/Interpretation Contract	\$459,888	\$459,888
Veteran's Service Program	\$122,190	\$122,190
Mental Health Jail Diversion Program	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Total	<u>\$679,078</u>	<u>\$679,078</u>

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 97,000
Less 8% Service Charge	\$ -7,760
= Receipts Applicable to 5% Assessment	\$ 43,240
x 5% State Trust Fund Reserve	\$ 4,462

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 97,000
x 8% Service Charge	\$ 7,760
FY 2019-20 Receipts Applicable to SCGR	\$ 47,000
x 8% Service Charge	\$ 7,760

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Thirteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339038

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,221,687.63	(A)		1,221,687.63
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,221,687.63	(F)	-	1,221,687.63
LESS 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: Other Accounts Payable (SCGR)	1,084.00	(J)		1,084.00
Unreserved Fund Balance, 07/01/19	1,220,603.63	(K)	-	1,220,603.63 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Thirteenth Judicial Circuit
 20-2-339038

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,220,603.63 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,220,603.63 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,220,603.63 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 13th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Daniel Raysin

Telephone #: 813-307-4004

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1995 and there now exists over 24 years of historical collection data. Monthly collection data is compiled and distributed by the Florida Public Defender's Association and monitored by this office. If there is a negative change in collections, efforts are immediately taken to identify and address the change.

Qualifying Language:

Since Fiscal Year 08/09, the Indigent Criminal Defense Trust Fund for the Office of the Public Defender, 13th Judicial Circuit has seen nominal increases in collections. Based upon past collections, we anticipate little change in our Circuit's assessment and collection of Fees and Fines for FY 20/21.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 13's estimated receipts are \$295,032 for FY 2019-2020 and \$284,495 for FY 2020-2021.

	<u>Estimated Revenues FY 19/20</u>	<u>Estimated Revenues FY 20/21</u>	
Fees:	\$367,397	\$397,590	Indigent Criminal Defense Fees
Fines:	\$313,827	\$298,965	Restitution (Fines)
	<u>\$681,226</u>	<u>\$696,555</u>	

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 662,429
Less 8% Service Charge	\$ -52,994
= Receipts Applicable to 5% Assessment	\$ 609,435
x 5% State Trust Fund Reserve	\$ 30,472

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

FY 2020-21 Receipts Applicable to SCGR	\$ 682,085
x 8% Service Charge	\$ 54,567
FY 2019-20 Receipts Applicable to SCGR	\$ 662,429
x 8% Service Charge	\$ 52,994

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059 – Public Defenders
Revenue Trust Fund: \$327.47

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Thirteenth Judicial Circuit
	20-2-974013

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,343,311.72	(A)		2,343,311.72
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable		(E)	327.47	327.47
Total Cash plus Accounts Receivable	2,343,311.72	(F)	327.47	2,343,639.19
LESS 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: Other Accounts Payable (SCGR)	15,284.69	(J)		15,284.69
Unreserved Fund Balance, 07/01/19	2,328,027.03	(K)	327.47	2,328,354.50 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Thirteenth Judicial Circuit
	20-2-974013

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	2,328,027.03	(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 # B2100037	327.47	(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 FCO Certified Forward 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:	2,328,354.50	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	2,328,354.50	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Fourteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-059014

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	70.36	(A)		70.36
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(70.36)	(70.36)
Total Cash plus Accounts Receivable	70.36	(F)	(70.36)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	70.36	(K)	(70.36)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Public Defenders Revenue Trust Fund
LAS/PBS Fund Number: Public Defenders - Fourteenth Judicial Circuit
 20-2-059014

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 70.36 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100015; Correct Accounts Receivable (70.36) (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 14th Circuit

Trust Fund Name: Grants and Donations Trust Fund ID, FID# 2339

Name of Person Completing This Form: June Garcia

Telephone #: 850-482-9366

Revenue Estimating Methodology:

Ordinance Defense Contracts: Entities are billed \$50.00 an hour for ordinance violation cases that are not ancillary to a state charge.

300 hours x \$50.00 = \$15,000

Bay County IT Contract: The agency is reimbursed for the cost of IT personnel located in our Bay County office.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	15,000
x 8% Service Charge	\$	1,200
FY 2019-20 Receipts Applicable to SCGR	\$	15,000
x 8% Service Charge	\$	1,200

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Fourteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339039

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	48,822.42	(A)		48,822.42
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	48,822.42	(F)	-	48,822.42
LESS 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: Other Accounts Payable (SCGR)	123.00	(J)		123.00
Unreserved Fund Balance, 07/01/19	48,699.42	(K)	-	48,699.42 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Fourteenth Judicial Circuit
 20-2-339039

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 48,699.42 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 48,699.42 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 48,699.42 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Public Defender Office, 14th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: June Garcia

Telephone #: 850-482-9366

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1995 and now there exists a 24 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 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 2019/2020 is expected to be around 1% and 2020/2021 is expected to be around 1%. This increase is based on an expected increase in the number of clients requesting Public Defender services.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 14's estimated receipts are \$63,383 for FY 2019-2020 and \$61,120 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	296,678
Less 8% Service Charge	\$	-23,734

= Receipts Applicable to 5% Assessment	\$	272,944
x 5% State Trust Fund Reserve	\$	13,647

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	296,748
x 8% Service Charge	\$	23,740
FY 2019-20 Receipts Applicable to SCGR	\$	296,678
x 8% Service Charge	\$	23,734

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$70.36.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fourteenth Judicial Circuit
	20-2-974014

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,009,133.87	(A)		1,009,133.87
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	70.36	70.36
Total Cash plus Accounts Receivable	1,009,133.87	(F)	70.36	1,009,204.23
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	6,622.68	(H)		6,622.68
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	5,979.09	(J)		5,979.09
Unreserved Fund Balance, 07/01/19	996,532.10	(K)	70.36	996,602.46 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fourteenth Judicial Circuit
	20-2-974014

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	996,532.10	(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 # B2100070; Correct Accounts Receivable	70.36	(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 FCO Certified Forward 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:	996,602.46	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	996,602.46	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Fifteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-059015

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	207.48	(A)		207.48
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(207.48)	(207.48)
Total Cash plus Accounts Receivable	207.48	(F)	(207.48)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	207.48	(K)	(207.48)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifteenth Judicial Circuit
	20-2-059015

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="207.48"/>	(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 # B2100016	<input type="text" value="(207.48)"/>	(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 FCO Certified Forward 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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<input type="text"/>	(D)
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<input type="text"/>	(D)
----------------------	-----

<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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Circuit, 15th Circuit

Trust Fund Name: Grants and Donations Trust Fund ID, FID# 2339

Name of Person Completing This Form: Scott McWebb

Telephone #: 561-355-7654

Revenue Estimating Methodology:

Revenue estimates for FY 2019 – 2020 and FY 2020 - 2021 are determined strictly based on grant and local agreement contracts with this agency. There is no other methodology utilized. The present budget authority allows for these grants and agreements. The totals would change only if there were additional authority being requested or a new grant/agreement or the funding dollars increase/decrease for an existing grant/agreement.

Local Ordinance County Agreement:	\$ 12,000
West Palm Beach Municipal Agreement:	\$ 7,200.
Royal Palm Beach Municipal Agreement:	\$ 1,200.
City of Delray Beach Municipal Agreement:	\$ 1,800.
City of Lake Worth Municipal Agreement:	\$ 8,400.
Palm Beach County CJC Grant Client Navigator:	<u>\$ 292,000.</u>
Total:	\$ 322,600.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	30,600
Less 8% Service Charge	\$	-2,448
= Receipts Applicable to 5% Assessment	\$	28,152
x 5% State Trust Fund Reserve	\$	1,408

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	30,600
x 8% Service Charge	\$	2,448
FY 2019-20 Receipts Applicable to SCGR	\$	30,600
x 8% Service Charge	\$	2,448

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Fifteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339042

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	156,973.32	(A)		156,973.32
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	156,973.32	(F)	-	156,973.32
LESS 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: Other Accounts Payable (SCGR)	604.00	(J)		604.00
Unreserved Fund Balance, 07/01/19	156,369.32	(K)	-	156,369.32 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifteenth Judicial Circuit
	20-2-339042

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="156,369.32"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="156,369.32"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="156,369.32"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Public Defender Office, 15th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Scott McWebb

Telephone #: 561-355-7654

Revenue Estimating Methodology:

For Fees (000100) and Fines (001204) based on an analysis of actual collections over the last 3 fiscal years:

Fees 000100	Fines 001204	<u>Personal</u> ID Fraud 001204	Total
FY 18-19			
\$524,079.38	\$504,419.17	\$1,577.49	\$1,030,076.04
50.88%	48.97%	.15%	4.52% increase
Above percentages with Personal ID Fraud			from FY 17-18
Below percentages without Personal ID Fraud			
50.96%	49.04%		2.22 % decrease
From FY 16-17			
FY 17-18			
\$519,302.41	\$466,269.42	0	\$985,571.83
52.69%	47.31%		6.42% decrease
FY 16-17			
\$503,949.70	\$549,243.73	0	\$1,053,193.43
47.85%	52.15%		

The Office will project a 2.30% (4.52% - 2.22%) increase for FY 2019-2020 and FY 2020-2021 for the total collections. For the breakdown between the different

categories the Office will add 2.30% to Personal ID Fraud collections to amount collected in FY18-19 since this was the first year of collection for this category. The Office will deduct that amount from the Total Collection amount and divide the balance of total projected collections using the new percentages for the other two categories based on the average of the last two fiscal years. Fees (50.96% + 52.69% / 2) 51.83% Fines (49.04% + 47.31% / 2) 48.17%

For Article V Traffic Fines (001225): Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, PD 15’s estimated receipts are \$186,932 for FY 2019-2020 and \$180,256 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	732,263
Less 8% Service Charge	\$	-58,581
= Receipts Applicable to 5% Assessment	\$	673,682
x 5% State Trust Fund Reserve	\$	33,684

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	738,130
x 8% Service Charge	\$	59,050
FY 2019-20 Receipts Applicable to SCGR	\$	732,263
x 8% Service Charge	\$	58,581

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defender Revenues Trust Fund, in the amount of \$207.48

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifteenth Judicial Circuit
	20-2-974015

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,832,454.40	(A)		2,832,454.40
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	207.48	207.48
Total Cash plus Accounts Receivable	2,832,454.40	(F)	207.48	2,832,661.88
LESS 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: Other Accounts Payable (SCGR)	16,589.17	(J)		16,589.17
Unreserved Fund Balance, 07/01/19	2,815,865.23	(K)	207.48	2,816,072.71 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifteenth Judicial Circuit
	20-2-974015

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	2,815,865.23	(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 # B2100039; Correct Accounts Receivable	207.48	(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 FCO Certified Forward 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:	2,816,072.71	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	2,816,072.71	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Sixteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-059016

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	47.28	(A)		47.28
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(47.28)	(47.28)
Total Cash plus Accounts Receivable	47.28	(F)	(47.28)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	47.28	(K)	(47.28)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Sixteenth Judicial Circuit
	20-2-059016

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="47.28"/>	(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 # B2100017; Correct Accounts Receivable	<input type="text" value="(47.28)"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 16th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Alyssa Curry

Telephone #: 305-295-3141

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 18/19 was \$8,900. The projected amount for FY 19/20 is based on the projected number of cases or \$9,078 and for FY 20/21 \$9,259. The number of cases for FY 19/20 have increased with the recent deposit received, therefore, the revenue is projected to increase by 2% for FY 19/20 and FY20/21.

	<u>FY 18/19</u>	<u>2%</u>	<u>FY 19/20</u>	<u>2%</u>	<u>FY 20/21</u>
Local Ord.	\$8,900	\$178	\$9,078	\$181	\$9,259
Defense	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Total	\$ 8,900	\$ 178	\$9,078	\$181	\$9,259

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Sixteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339026

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	17,392.91	(A)		17,392.91
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	17,392.91	(F)	-	17,392.91
LESS 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, 07/01/19	17,392.91	(K)	-	17,392.91 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - Sixteenth Judicial Circuit
	20-2-339026

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="17,392.91"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="17,392.91"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="17,392.91"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 16th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Alyssa Curry

Telephone #: 305-295-3141

Revenue Estimating Methodology:

Fiscal Year 2018/2019 Indigent Criminal Defense Trust Fund revenue increased in collections in comparison to Fiscal Year 2016/2017 revenue. This Agency in conjunction with the Clerk’s Office implemented new procedures during the latter part of fiscal year to bolster collections. As there are no new policies or laws that might help to increase collections, a 5% increase in revenue is estimated for Fiscal Year 2019/2020 and Fiscal Year 2020/2021. This increase is based on an expected increase in the number of clients requesting Public Defender services.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, PD 16’s estimated receipts are \$42,602 for FY 2019-2020 and \$41,080 for FY 2020-2021.

	<u>FY 18/19</u>	<u>5%</u>	<u>FY 19/20</u>	<u>5%</u>	<u>FY 20/21</u>
Fees	\$ 50,998	\$2,549	\$ 53,547	\$ 2,677	\$56,224
Restitution	\$ 73,093	\$3,654	\$76,747	\$3,837	\$80,584
Traffic	_____	_____	<u>\$ 42,602</u>	_____	<u>\$41,080</u>
Total	\$124,091	\$6,203	\$ 172,896	\$6,514	\$177,888

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	96,149
Less 8% Service Charge	\$	-7,692
= Receipts Applicable to 5% Assessment	\$	88,457
x 5% State Trust Fund Reserve	\$	4,423

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	97,304
x 8% Service Charge	\$	7,784
FY 2019-20 Receipts Applicable to SCGR	\$	96,149
x 8% Service Charge	\$	7,692

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$47.28.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Sixteenth Judicial Circuit
	20-2-974016

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	343,653.39	(A)		343,653.39
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	47.28	47.28
Total Cash plus Accounts Receivable	343,653.39	(F)	47.28	343,700.67
LESS 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: Other Accounts Payable (SCGR)	3,525.84	(J)		3,525.84
Unreserved Fund Balance, 07/01/19	340,127.55	(K)	47.28	340,174.83 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Sixteenth Judicial Circuit
	20-2-974016

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	340,127.55	(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 # B2100040	47.28	(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 FCO Certified Forward 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:	340,174.83	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	340,174.83	(F)
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DIFFERENCE:	0.00	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Seventeenth Judicial Circuit
LAS/PBS Fund Number:	20-2-059017

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	256.28	(A)		256.28
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable		(E)	(256.28)	(256.28)
Total Cash plus Accounts Receivable	256.28	(F)	(256.28)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	256.28	(K)	(256.28)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Seventeenth Judicial Circuit
	20-2-059017

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="256.28"/>	(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 # B2100018; Correct Accounts Receivable	<input type="text" value="(256.28)"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name Public Defender 17th Judicial Circuit

Trust Fund Name Grants & Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Liz McHugh

Telephone # 954-831-8688

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. Broward County receives the revenues from the \$2 technology fund and uses those funds to finance 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 2019-20 budget is currently \$870,000.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Seventeenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339049

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	303,336.13	(A)		303,336.13
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	303,336.13	(F)	-	303,336.13
LESS 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, 07/01/19	303,336.13	(K)	-	303,336.13 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Seventeenth Judicial Circuit
 20-2-339049

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 303,336.13 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 303,336.13 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 303,336.13 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Public Defender 17th Judicial Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Liz McHugh

Telephone # 954-831-8688

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 ICDTF 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: \$54,200 per month annualized \$650,400

Restitution: \$62,500 per month annualized \$750,000

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.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 17's estimated receipts are \$230,901 for FY 2019-2020 and \$222,654 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	881,301
Less 8% Service Charge	\$	-70,504
= Receipts Applicable to 5% Assessment	\$	810,797
x 5% State Trust Fund Reserve	\$	40,540

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	873,054
x 8% Service Charge	\$	69,844
FY 2019-20 Receipts Applicable to SCGR	\$	881,301
x 8% Service Charge	\$	70,504

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$256.28

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Seventeenth Judicial Circuit
	20-2-974017

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	268,157.86	(A)		268,157.86
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry	-	(E)	256.28	256.28
Total Cash plus Accounts Receivable	268,157.86	(F)	256.28	268,414.14
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	2,000.00	(H)		2,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	11,852.12	(J)		11,852.12
Unreserved Fund Balance, 07/01/19	254,305.74	(K)	256.28	254,562.02 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Seventeen Judicial Circuit
	20-2-974017

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="254,305.74"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100041; Correct Accounts Receivable	<input type="text" value="256.28"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="254,562.02"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="254,562.02"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Eighteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-059018

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	113.23	(A)		113.23
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(113.23)	(113.23)
Total Cash plus Accounts Receivable	113.23	(F)	(113.23)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	113.23	(K)	(113.23)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Public Defenders Revenue Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eighteenth Judicial Circuit
	20-2-059018

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="113.23"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100019; Correct Accounts Receivable	<input type="text" value="(113.23)"/> (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 FCO Certified Forward 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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<input type="text"/>	(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 K)	<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.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender, 18th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: John Stone

Telephone #: 321-617-7373

Revenue Estimating Methodology:

The Grants and Donations Trust Fund for the Eighteenth Circuit Public Defender receives revenue from Brevard and Seminole Counties. Each county appropriates funding in their annual budget to cover the information technology needs of this office. Revenues for the Grants and Donations Trust Fund were estimated by utilizing the appropriated budget amounts, as approved by the respective Board of County Commissioners.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	5,000
x 8% Service Charge	\$	400
FY 2019-20 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

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Eighteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339050

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	455.50	(A)		455.50
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	455.50	(F)	-	455.50
LESS 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, 07/01/19	455.50	(K)	-	455.50 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Eighteenth Judicial Circuit
 20-2-339050

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 455.50 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 455.50 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 455.50 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 18th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: John Stone

Telephone #: 321-617-7373

Revenue Estimating Methodology:

The Indigent Criminal Defense Trust Fund (ICDTF) receives revenue from the Department of Revenue through payments made by the Brevard County and Seminole County respective Clerk of the Courts. The amounts collected and paid to the Department of Revenue by the clerks are defined by Florida Statute, Chapters 27 and 938.

Revenue estimates for the ICDTF have been derived by utilizing the previous year total collections and deposits, as reported by the Department of Revenue to the Justice Administrative Commission.

The Indigent Criminal Defense Trust Fund also receives revenue from Article V traffic fines as defined in Chapter 27, Florida statutes. Estimates of revenue receipts were determined by the Justice Administrative Commission through analysis of prior year actual collections.

Article V Traffic Fines: Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 18's estimated receipts are \$102,020 for FY 2019-2020 and \$98,377 for FY 2020-2021.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 1,502,020
Less 8% Service Charge	\$ -120,162

= Receipts Applicable to 5% Assessment	\$ 1,381,858
x 5% State Trust Fund Reserve	\$ 69,093

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 1,498,377
x 8% Service Charge	\$ 119,870
FY 2019-20 Receipts Applicable to SCGR	\$ 1,502,020
x 8% Service Charge	\$ 120,162

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$113.23.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eighteenth Judicial Circuit
	20-2-974018

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,244,183.44	(A)		1,244,183.44
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	113.23	113.23
Total Cash plus Accounts Receivable	1,244,183.44	(F)	113.23	1,244,296.67
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	174,206.79	(H)		174,206.79
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	15,676.18	(J)		15,676.18
Unreserved Fund Balance, 07/01/19	1,054,300.47	(K)	113.23	1,054,413.70 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Eighteenth Judicial Circuit
	20-2-974018

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1,054,300.47"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100042; Correct Accounts Receivable	<input type="text" value="113.23"/>	(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 FCO Certified Forward 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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<input type="text"/>	(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="1,054,413.70"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="1,054,413.70"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:

Justice Administration

Trust Fund Title:

Public Defenders Revenue Trust Fund

Budget Entity:

Public Defenders - Nineteenth Judicial Circuit

LAS/PBS Fund Number:

20-2-059019

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	80.05	(A)		80.05
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(80.05)	(80.05)
Total Cash plus Accounts Receivable	80.05	(F)	(80.05)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	80.05	(K)	(80.05)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Public Defenders Revenue Trust Fund
LAS/PBS Fund Number: Public Defenders - Nineteenth Judicial Circuit
20-2-059019

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # B2100020 (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 19th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Patricia Arnold

Telephone #: 772-337-5665

Revenue Estimating Methodology:

Revenue estimates for Fiscal Year 2020-2021 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.

We are in the process of requesting that these funds be exempt from the State 8% Service Charge as they are County reimbursements for salaries only for Specialty courts and should be exempt.

Our Ex-Offender Re-Entry Program has two sources of funding. This office just renewed a three-year 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 \$160,000, to fund a Clinical Coordinator and a Substance Abuse Counselor plus a part-time position, as well as cover some Operations funding for travel and supplies, all of 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 16-17, and an additional \$20,000 annually in FY 18-19, starting October 1, 2018, 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 have received an additional \$35,000 for FY 19-20 from the St. Lucie County Sheriff's Office to partially renew funding for a counselor for the Re-Entry Program. We anticipate that this funding will be exempt from the 8% 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 to a total of 9% to 10% through our Re-Entry Program. There are no plans to discontinue this funding.

5 Percent State Trust Fund Reserve:

FY 2019-20 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 2020-21 Receipts Applicable to SCGR	\$	164,000
x 8% Service Charge	\$	13,120
FY 2019-20 Receipts Applicable to SCGR	\$	164,000
x 8% Service Charge	\$	13,120

** We are in the process of requesting an exemption from the 8% Service Charge on county funds totaling \$164,000 as these funds are reimbursements for salaries for Specialty Courts.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Nineteenth Judicial Circuit
LAS/PBS Fund Number:	20-2-339051

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	32,260.13	(A)		32,260.13
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	13,333.34	(D)		13,333.34
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	45,593.47	(F)	-	45,593.47
LESS 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: Other Accounts Payable (SCGR)	3,280.00	(J)		3,280.00
Unreserved Fund Balance, 07/01/19	42,313.47	(K)	-	42,313.47 **

Notes:

*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - June 2019

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Public Defenders - Nineteenth Judicial Circuit
	20-2-339051

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="42,313.47"/>	(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 FCO Certified Forward 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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<input type="text"/>	(D)
----------------------	-----

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="42,313.47"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="42,313.47"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 19th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing Form: Patricia Arnold

Telephone #: 772-337-5665

Revenue Estimating Methodology:

The ICDTF was established on January 1, 1997 and now there exists an over 20 year history of steadily increasing collections.

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.

Receipts from the former PD Revenue Trust Fund were combined into the ICDTF in FY 19-20. Additional revenues from I.D. Fraud surcharges, per F.S. 817.568 were also combined with this trust fund two years ago.

Receipts from ICDTF fees and restitution have averaged \$1,282,687 over the last three fiscal years. Current deposits for FY 19-20 are coming in at FY 17-18 rates and are expected to remain close to that level throughout FY 19-20.

The newly added receipts from traffic fine collections per F.S. 318.18(19)(c) are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit's pro-rata share of the total actual receipts for FY 2018-19, PD 19's estimated receipts are \$72,115 for FY 2019-2020 and \$69,539 for FY 2020-2021.

Receipts for I.D. Fraud charges are relatively new and have averaged \$2,607 over the last two fiscal years. This average was used to project the FY 19-20 and 20-21 receipts.

A 2% increase was added to FY 20-21 based on prior year's collections and the rising number of cases which will generate increases in FY 20-21.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	436,115
Less 8% Service Charge	\$	-34,889
= Receipts Applicable to 5% Assessment	\$	401,226
x 5% State Trust Fund Reserve	\$	20,061

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	440,819
x 8% Service Charge	\$	35,266
FY 2019-20 Receipts Applicable to SCGR	\$	436,115
x 8% Service Charge	\$	34,889

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$80.05

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Nineteenth Judicial Circuit
	20-2-974019

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	263,002.88	(A)		263,002.88
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable Entry		(E)	80.05	80.05
Total Cash plus Accounts Receivable	263,002.88	(F)	80.05	263,082.93
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	21,980.38	(H)		21,980.38
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	10,190.16	(J)		10,190.16
Unreserved Fund Balance, 07/01/19	230,832.34	(K)	80.05	230,912.39 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Nineteenth Judicial Circuit
	20-2-974019

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="230,832.34"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100043; Correct Accounts Receivable	<input type="text" value="80.05"/>	(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 FCO Certified Forward 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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<input type="text"/>	(D)
----------------------	-----

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

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="230,912.39"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="230,912.39"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Public Defenders Revenue Trust Fund
Budget Entity:	Public Defenders - Twentieth Judicial Circuit
LAS/PBS Fund Number:	20-2-059020

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	125.81	(A)		125.81
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: Correct Accounts Receivable Entry		(E)	(125.81)	(125.81)
Total Cash plus Accounts Receivable	125.81	(F)	(125.81)	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	125.81	(K)	(125.81)	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Public Defenders Revenue Trust Fund
LAS/PBS Fund Number: Public Defenders - Twentieth Judicial Circuit
20-2-059020

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100021; Correct Accounts Receivable (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office: Public Defender Office, 20th Circuit

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Mark Humphrey

Telephone #: 239-533-1563

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 2019-20 and 2020-21 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 2019-20	FY 2020-21
Lee County	\$1,056,108	\$1,117,792
Collier County	\$315,092	\$344,544
Charlotte County	\$181,507	\$206,952
Hendry County	\$20,288	\$20,897
Glades County	\$5,072	\$5,224
	\$1,578,067	\$1,695,409

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Public Defenders - Twentieth Judicial Circuit
LAS/PBS Fund Number:	20-2-339041

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	346,708.60	(A)		346,708.60
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	354,262.94	(D)		354,262.94
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	700,971.54	(F)	-	700,971.54
LESS 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, 07/01/19	700,971.54	(K)	-	700,971.54 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Public Defenders - Twentieth Judicial Circuit
 20-2-339041

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 700,971.54 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 700,971.54 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 700,971.54 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Public Defender Office, 20th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Mark Humphrey

Telephone #: 239-533-1563

Revenue Estimating Methodology:

The Public Defender, 20th Judicial Circuit’s ICDTF revenues of \$1,046,976 for FY 2018-19 reflects an increase of 1.16% or \$12,018 from the previous FY. This follows a 0.01% decrease between FY 2016-17 and FY 2017-2018. Increased collections resulting from successful initiatives taken in past years, including working closely with each of our five Clerks within the circuit, appear to have plateaued in the 2015-16 FY. As such, forecasting will be based on current levels remaining flat.

For FY 2019-20, the 20th Circuit is revising its revenue forecast slightly to \$1,047,629 with \$502,307 (48%) from application fees, \$430,942 (41%) from restitution, and \$114,380 (11%) from traffic fines & ID fraud (formerly PDRTF). Projections for Article V traffic fines are based on the August 2019 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2.8 M for FY 2019-20 and \$2.7 M in FY 2020-21. Using each circuit’s pro-rata share of the total actual receipts for FY 2018-19, PD 20’s estimated receipts are \$113,351 for FY 2019-2020 and \$109,303 for FY 2020-2021. As we do not anticipate any major fluctuations in collections following the plateau noted above, PD20’s forecast for FY 2020-21 will total \$1,043,581.

	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Application Fees	\$502,307	\$502,307	\$502,307
Restitution	\$430,942	\$430,942	\$430,942
Traffic Fines	\$112,698	\$113,351	\$109,303

ID Fraud	<u>\$ 1,029</u>	<u>\$ 1,029</u>	<u>\$ 1,029</u>
Total	\$1,046,976	\$1,047,629	\$1,043,581

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	615,658
Less 8% Service Charge	\$	-49,253
= Receipts Applicable to 5% Assessment	\$	566,405
x 5% State Trust Fund Reserve	\$	28,320

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	611,610
x 8% Service Charge	\$	48,929
FY 2019-20 Receipts Applicable to SCGR	\$	615,658
x 8% Service Charge	\$	49,253

Explanation of Schedule I, Section III Accounting Adjustments:

Statewide Financial Statement Adjustment from Fund 2059, Public Defenders Revenue Trust Fund, in the amount of \$125.81.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Twentieth Judicial Circuit
	20-2-974020

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	451,791.33	(A)		451,791.33
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: Correct Accounts Receivable		(E)	125.81	125.81
Total Cash plus Accounts Receivable	451,791.33	(F)	125.81	451,917.14
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	15,241.12	(H)		15,241.12
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	14,337.21	(J)		14,337.21
Unreserved Fund Balance, 07/01/19	422,213.00	(K)	125.81	422,338.81 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Twentieth Judicial Circuit
	20-2-974020

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="422,213.00"/> (A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/> (B)
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Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # B2100044; Correct Accounts Receivable	<input type="text" value="125.81"/> (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 FCO Certified Forward 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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<input type="text"/>	(D)
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<input type="text"/>	(D)
----------------------	-----

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="422,338.81"/> (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="422,338.81"/> (F)
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DIFFERENCE:	<input type="text" value="0.00"/> (G)*
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***SHOULD EQUAL ZERO.**

Budget Entity Level Exhibits or Schedules

Public Defenders Appellate Division

**Budget Entities: 21650200, 21650700, 21651000,
21651100, 21651500**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Public Defender Appellate Office, 15th Circuit

Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974

Name of Person Completing This Form: Scott McWebb

Telephone #: 561-355-7654

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.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders Appellate - Fifteenth Judicial Circuit
	20-2-974015

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	118,708.59	(A)	-	118,708.59
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
Total Cash plus Accounts Receivable	118,708.59	(F)	-	118,708.59
LESS 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: Other Accounts Payable (SCGR)		(J)	-	-
Unreserved Fund Balance, 07/01/19	118,708.59	(K)	-	118,708.59 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Criminal Defense Trust Fund
LAS/PBS Fund Number:	Public Defenders - Fifteenth Judicial Circuit
	20-2-974015

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 118,708.59 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 118,708.59 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 118,708.59 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

Budget Entity Level Exhibits or Schedules

Capital Collateral Regional Councils

Budget Entities: 21702001 and 21703001

CAPITAL COLLATERAL REGIONAL COUNSELS

Schedule I Series

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Capital Collateral Regional Counsel - North

Trust Fund Name: Capital Collateral Regional Counsel Trust Fund, FID# 2073

Name of Person Completing This Form: Julie P. Hartwein

Telephone #: (850) 487-0922 ext.103

Revenue Estimating Methodology:

Capital Collateral Regional Counsel – Northern Region is charged with the statutory responsibility of providing legal representation in both state and federal capital postconviction proceedings to any person convicted and sentenced to death in Florida who is without counsel due to his or her indigence.

Section 27.702(3)(a), Florida Statutes (2016) states: “The Capital Collateral Regional Counsel shall file motions seeking compensation for representation and reimbursement for expenses pursuant to 18 U.S.C.S 3006A when providing representation to indigent persons in the federal courts, and shall deposit all such payments received into the Capital Collateral Regional Counsel Trust Fund.”

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 the federal courts. Based on the average number of cases and estimated reimbursements over the past three to five years for Capital Collateral Regional Counsel – South and Capital Collateral Regional Counsel – Middle, \$31,000 and \$25,000 respectively ($\$31,000 + \$25,000 = \$56,000 / 2 = \$28,000$), Capital Collateral Regional Counsel – North reasonably anticipates and estimates the following for FY19-20 and FY20-21:

FY19-20: 0 cases = \$0

FY20-21: 1 case at \$28,000 = \$28,000

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Capital Collateral Regional Counsel Trust Fund
Budget Entity:	Capital Justice Representation - Northern Regional Counsel
LAS/PBS Fund Number:	20-2-073003

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.00	(A)		-
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	0.00	(F)	-	-
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	0.00	(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/19	0.00	(K)	-	- **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Capital Collateral Regional Counsel Trust Fund
LAS/PBS Fund Number: Capital Justice Representation - Northern Regional Counsel
20-2-073003

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit / Office Name: Capital Collateral Regional Counsel -Middle Region

Trust Fund Name: Capital Collateral Regional Counsel Trust Fund, FID # 2073

Name of Person Completing This Form: Sam Cardinale

Telephone #: (813) 558-1600

Revenue Estimating Methodology:

Capital Collateral Regional Counsel-Middle 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 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 each of the cases during the federal stage. The cases listed below for FY19/20 have CJA's outstanding. Therefore, it is estimated these federal reimbursement dollars will be received during FY 19/20. Based on the number of cases that have been appointed and an average reimbursements per case for the past four years, CCRC-Middle Region estimates the following for FY 20/21. 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.

FY18/19: 11 Cases Total-Actual \$152,857.52

FY19/20: 9 Cases Estimate @ \$ 13,896 = \$125,064

FY 20/21: 6 Cases @ \$13,896 = \$ 83,376

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Capital Collateral Regional Counsel Trust Fund
Budget Entity:	Capital Justice Representation - Middle Regional Counsel
LAS/PBS Fund Number:	20-2-073001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,433,395.90	(A)		1,433,395.90
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	1,433,395.90	(F)	-	1,433,395.90
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	146,793.05	(H)		146,793.05
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/19	1,286,602.85	(K)	-	1,286,602.85 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Capital Collateral Regional Counsel Trust Fund
LAS/PBS Fund Number:	Capital Justice Representation - Middle Regional Counsel
	20-2-073001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 1,286,602.85 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,286,602.85 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,286,602.85 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-21 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Capital Collateral Regional Counsel - South

Trust Fund Name: Capital Collateral Regional Counsel Trust Fund, FID# 2073

Name of Person Completing This Form: Paul A. Norton

Telephone #: 954-713-1284

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.S. 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, \$35,504.

CCRC-South estimates the following for:

FY 19-20: 6 Cases @ \$35,050 = \$213,024

FY 20-21: 6 Cases @ \$35,050 = \$213,024

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue:

Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Capital Collateral Regional Counsel Trust Fund
Budget Entity:	Capital Justice Representation - Southern Regional Counsel
LAS/PBS Fund Number:	20-2-073002

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	760,965.57	(A)		760,965.57
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	760,965.57	(F)	-	760,965.57
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	47,000.00	(H)		47,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/19	713,965.57	(K)	-	713,965.57 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Capital Collateral Regional Counsel Trust Fund
LAS/PBS Fund Number:	Capital Justice Representation - Southern Regional Counsel
	20-2-073002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 713,965.57 (A)
GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description _____ (C)

SWFS Adjustment # and Description _____ (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS _____ (D)

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

_____ (D)

_____ (D)

_____ (D)

ADJUSTED BEGINNING TRIAL BALANCE: 713,965.57 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 713,965.57 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

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 I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

**Circuit/Office Name: Office of Criminal Conflict and Civil Regional Counsel,
First Region**

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

Name of Person Completing This Form: Justice Administrative Commission

Telephone #: 850-488-2415

Revenue Estimating Methodology:

No revenue was received in FY 2018-2019 and there is no expected revenue in FY FY2019-20 and FY2020-21. There is a fund balance of \$4,056.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Regional Conflict Counsel - First
LAS/PBS Fund Number:	20-2-339133

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,056.41	(A)		4,056.41
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	4,056.41	(F)	-	4,056.41
LESS 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, 07/01/19	4,056.41	(K)	-	4,056.41 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Regional Conflict Counsel - First
 20-2-339133

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 4,056.41 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 4,056.41 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 4,056.41 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

**Circuit/Office Name: Office of Criminal Conflict and Civil Regional Counsel,
First Region**

Trust Fund Name: Indigent Civil Defense Trust Fund, FID# 2976

Name of Person Completing This Form: Karen Hood

Telephone #: 850-922-0179

Revenue Estimating Methodology:

Restitution: RCC1 used FY 18/19 actual revenue (\$2048) and divided by the number of Civil Dependency Cases in FY 18/19 (1720) and came up with \$1.19 per case. Revenue estimates are based on a 15% growth in case per year x \$1.19 per case.

$$1720 \times 15\% = 258$$

$$1720 + 258 = 1978 \text{ cases in FY 19/20}$$

$$1978 \times \$1.19 = \$2,353.82 \text{ in FY 19/20}$$

$$1978 \times 15\% = 297$$

$$1978 + 297 = 2275 \text{ cases in FY 20/21}$$

$$2275 \times \$1.19 = \$2,707.25 \text{ in FY 20/21}$$

Fees: RCC1 used FY 18/19 actual revenue (\$7897) and divided by the number of Civil Dependency Cases in FY 18/19 (1720) and came up with \$4.59 per case. Revenue estimates are based on a 15% growth in cases per year x \$4.59 per case.

$$1720 \times 15\% = 258$$

1720 + 258 = 1978 cases in FY 19/20

1978 x \$1.19 = \$9,079.02 in FY 19/20

1978 x 15% = 297

1978 + 297 = 2275 cases in FY 20/21

2275 x \$4.59 = \$10,442.25 in FY 20/21

Refunds: No refunds are expected for FY 19/20 and 20/21

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	7,396
Less 8% Service Charge	\$	-592
= Receipts Applicable to 5% Assessment	\$	6,804
x 5% State Trust Fund Reserve	\$	340

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	8,500
x 8% Service Charge	\$	680
FY 2019-20 Receipts Applicable to SCGR	\$	7,396
x 8% Service Charge	\$	592

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - First
	20-2-976001

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	26,595.14	(A)		26,595.14
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	14,679.96	(D)		14,679.96
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	41,275.10	(F)	0.00	41,275.10
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	0.00	(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Accounts Payable (SCGR)	135.44	(J)		135.44
Unreserved Fund Balance, 07/01/19	41,139.66	(K)	0.00	41,139.66 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - First
	20-2-976001

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="41,139.66"/>	(A)
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Subtract Nonspendable Fund Balance (GLC 56XXX)	<input type="text"/>	(B)
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Add/Subtract Statewide Financial Statement (SWFS)Adjustments :

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/>	(D)
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Approved FCO Certified Forward 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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<input type="text"/>	(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="41,139.66"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="41,139.66"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,
2nd District**

Trust Fund Name: Grants and Donation Trust Fund, FID# 2339

Name of Person Completing This Form: Diana Golden

Telephone Number: (239) 963-8168

Revenue Estimating Methodology:

The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA, has been receiving quarterly reimbursements for IT expenses from Polk County since January 2013 (FY 12-13). Reimbursement per fiscal quarter is \$19,540. Projections are based upon expected reimbursements for the full fiscal year. $\$19,540 \times 4 = \$78,160$

FY 2013 – 2014: Actual reimbursements totaled \$78,160

FY 2014 – 2015: Actual reimbursements totaled \$78,160

FY 2015 – 2016: Actual reimbursements totaled \$78,160

FY 2016 – 2017: Actual reimbursements totaled \$78,160

FY 2017 – 2018: Actual reimbursements totaled \$78,160

FY 2018 – 2019: Anticipated reimbursements total \$78,160

FY 2019 – 2020: Projected reimbursements total \$78,160

FY 2020 – 2021: Projected reimbursements total \$78,160

Anticipated / Projected future reimbursement amounts will not change.

5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General

Revenue: Revenues in this fund are not subject to the 5 Percent Trust Fund Reserve nor the 8 Percent Service Charge to General Revenue.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Regional Conflict Counsel - Second
LAS/PBS Fund Number:	20-2-339134

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	0.00	(F)	0.00	0.00
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: _____		(J)		0.00
Unreserved Fund Balance, 07/01/19	0.00	(K)	0.00	0.00 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Regional Conflict Counsel - Second
 20-2-339134

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,
2nd District**

Trust Fund Name: Indigent Civil Defense Trust Fund, FID# 2976

Name of Person Completing This Form: Diana Golden

Telephone Number: (239) 963-8168

Revenue Estimating Methodology:

The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA, (RC2) considers prior year collected fee and restitution amounts, caseloads, and increasingly better collection practices. A 3% annual increase of the prior year Actual is projected.

	<u>PROJECTED</u>	<u>ACTUAL</u>
FY 2012 – 2013 Actual (1/2 year):		\$ 4,881.31
FY 2013 – 2014 Projected:	\$ 4,881.31	
	\$ 4,881.31	
	<hr/>	
	\$ 9,762.62	
Fees & Restitution:		\$ 9,219.03
*Deposit:		\$ 16,092.00
Actual:		<hr/> \$ 25,311.03

* This was an isolated and irregular occurrence.

FY 2014 – 2015: (3% of Fees & Restitution)	\$9,495.60	\$ 9,202.98
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FY 2015 – 2016: (3% of FY 14-15 Actual)	\$9,479.06	\$9,402.04
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FY 2016 – 2017: (3% of FY 15-16 Actual)	\$9,684.10	\$11,762.74
<hr/>		
FY 2017 – 2018: (3% of FY 16-17 Actual)	\$12,115.62	\$12,883.60
<hr/>		
FY 2018 – 2019: (3% of FY 17-18 Actual)	\$13,270.11	\$12,858.00
<hr/>		
FY 2019 – 2020: (3% of FY 18-19 Actual)	\$13,243.74	\$12,372.21
<hr/>		
FY 2020 – 2021: (3% of FY 19-20 Projected)	\$12,743.38	

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	11,154
Less 8% Service Charge	\$	-892
= Receipts Applicable to 5% Assessment	\$	10,262
x 5% State Trust Fund Reserve	\$	513

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	11,265
x 8% Service Charge	\$	901
FY 2019-20 Receipts Applicable to SCGR	\$	11,154
x 8% Service Charge	\$	892

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - Second
	20-2-976002

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	1,054.19	(A)		1,054.19
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	1,054.19	(F)	0.00	1,054.19
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Accounts Payable (SCGR)	233.53	(J)		233.53
Unreserved Fund Balance, 07/01/19	820.66	(K)	0.00	820.66 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Adminitstration
Trust Fund Title:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - Second
	20-2-976002

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="820.66"/>	(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 FCO Certified Forward 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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<input type="text"/>	(D)
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<input type="text"/>	(D)
----------------------	-----

<input type="text"/>	(D)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="820.66"/>	(E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	<input type="text" value="820.66"/>	(F)
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DIFFERENCE:	<input type="text" value="0.00"/>	(G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

**Circuit / Office Name: Office of Criminal Conflict & Civil Regional Counsel,
3rd District**

Trust Fund Name: Indigent Civil Defense Trust Fund, FID# 2976

Name of Person Completing This Form: Jorge I. Sanchez

Telephone: (305) 679-6550

Revenue Estimating Methodology:

Based on FY 18-19 collections of \$316.00 in application fees, RC3 projects the same amount will be collected in FY 19-20 as well as FY 20-21.

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	316
Less 8% Service Charge	\$	-25
= Receipts Applicable to 5% Assessment	\$	291
x 5% State Trust Fund Reserve	\$	15

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	316
x 8% Service Charge	\$	25
FY 2019-20 Receipts Applicable to SCGR	\$	316
x 8% Service Charge	\$	25

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - Third
	20-2-976003

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	15,994.59	(A)		15,994.59
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	15,994.59	(F)	0.00	15,994.59
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Accounts Payable (SCGR)	14.40	(J)		14.40
Unreserved Fund Balance, 07/01/19	15,980.19	(K)	0.00	15,980.19 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - Third
	20-2-976003

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	15,980.19 (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 FCO Certified Forward 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:	15,980.19 (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	15,980.19 (F)
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DIFFERENCE:	0.00 (G)*
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***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM

FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Office of Criminal Conflict and Civil Regional Counsel, 4th District

Trust Fund Name: Indigent Civil Defense Trust Fund, FID# 2976

Name of Person Completing This Form: Gina Gillette

Telephone #: 561-837-5156 x4

Revenue Estimating Methodology (use additional pages if necessary)

Application Fees

The estimated FY 2019-2020 and FT 2020-2021 totals are calculated based on the average of the actual receipts received the two previous fiscal years. They are: 2017-2018, \$2,311.46 and 2018-2019, \$3,793.17. The average is \$3,052.32.

Restitution

The estimated FY 2019-2020 and FY 2020-2021 totals are calculated based on the average of the actual receipts of the two previous fiscal years, 2017-2018, \$0.00 and 2018-2019, \$0.00. The average is \$0.00

Actual FY 2018-2019	Estimated FY 2019-2020	Estimated FY 2020-2021
App Fees \$3,793.17	\$3,052.32	\$3,052.32
Restitution \$ 0.00	\$ 0.00	\$ 0.00

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$ 3,052
Less 8% Service Charge	\$ -244
= Receipts Applicable to 5% Assessment	\$ 2,229
x 5% State Trust Fund Reserve	\$ 140

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$ 3,052
x 8% Service Charge	\$ 244
FY 2019- 20 Receipts Applicable to SCGR	\$ 3,52
x 8% Service Charge	\$ 244

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - Fourth
	20-2-976004

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	39,129.91	(A)		39,129.91
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	39,129.91	(F)	0.00	39,129.91
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Accounts Payable (SCGR)	65.20	(J)		65.20
Unreserved Fund Balance, 07/01/19	39,064.71	(K)	0.00	39,064.71 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Adminitstration
Trust Fund Title: Indigent Civil Defense Trust Fund
LAS/PBS Fund Number: Regional Conflict Counsel - Fourth
 20-2-976004

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

Total all GLC's 5XXXX for governmental funds; 39,064.71 (A)
 GLC 539XX for proprietary and fiduciary funds

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 39,064.71 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 39,064.71 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,
5th Region**

Trust Fund Name: Grants and Donations Trust Fund, FID# 2339

**Name of Person Completing This Form: Michael C. Nappi, Chief of Staff, 5th
Region**

Telephone #: (407) 389-5140

Revenue Estimating Methodology:

No revenue was received in FY 2018-19 and there is no expected revenue in FY 2019-20 or FY2020-21. There is a fund balance of \$1.

Explanation of Schedule I, Section III Accounting Adjustments:

None applicable.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Grants and Donations Trust Fund
Budget Entity:	Regional Conflict Counsel - Fifth
LAS/PBS Fund Number:	20-2-339137

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.33	(A)		0.33
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	0.33	(F)	-	0.33
LESS 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, 07/01/19	0.33	(K)	-	0.33 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title: Justice Administration
Trust Fund Title: Grants and Donations Trust Fund
LAS/PBS Fund Number: Regional Conflict Counsel - Fifth
 20-2-339137

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE I TRUST FUND NARRATIVE FORM
FY 2020-2021 LEGISLATIVE BUDGET REQUEST

Circuit/Office Name: Office of Criminal Conflict & Civil Regional Counsel, 5th District

Trust Fund Name: Indigent Civil Defense Trust Fund, FID# 2976

Name of Person Completing This Form: Michael C. Nappi, Chief of Staff, 5th Region

Telephone #: (407) 389-5140

Revenue Estimating Methodology:

Civil Application Fees: For FY 18/19, RC5's actual revenue was \$9,432. RC5 was appointed to 1810 cases, and it received application fees in 10.4% of its cases. RC5 projects that its caseload will increase at a rate of 5% for the next two years. RC5 projects that it will collect application fees in 5% of its cases in FY19/20 and 5% of its cases in FY20/21.

Revenue Estimates are based on the following:

Estimate for 19/20:

1900 x \$50.00 application fee = \$95,000

\$95,000 x 5% = \$4,750

Estimate for 20/21:

1995 x \$50.00 application fee = \$99,750

\$99,750 x 5% = \$4,987

Restitution - Attorney Fees: For FY 18/19, RC5's actual revenue was \$24,978. RC5 was appointed to 1810 cases, and it received restitution in 9.2% of its cases. RC5 projects that its caseload will increase at a rate of 5% for the next two years. RC5 projects that it will collect restitution in 5% of its cases in FY19/20 and 5% of its cases in FY20/21.

Revenue Estimates are based on the following:

Estimate for 19/20:

1900 x \$150.00 application fee = \$285,000

\$285,000 x 5% = \$14,250

Estimate for 20/21:

1995 x \$150.00 application fee = \$299,250

\$299,250 x 5% = \$14,962

5 Percent State Trust Fund Reserve:

FY 2019-20 Receipts Applicable to SCGR	\$	4,750
Less 8% Service Charge	\$	-380
= Receipts Applicable to 5% Assessment	\$	4,370
X 5% State Trust Fund Reserve	\$	219

8 Percent Service Charge to General Revenue:

FY 2020-21 Receipts Applicable to SCGR	\$	4,987
X 8% Service Charge	\$	399
FY 2019-20 Receipts Applicable to SCGR	\$	4,750
X 8% Service Charge	\$	380

Explanation of Schedule I, Section III Accounting Adjustments:

None Applicable

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2020 - 2021
Trust Fund Title:	Justice Administration
Budget Entity:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - Fifth
	20-2-976005

	Balance as of 6/30/2019		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	40,214.72	(A)		40,214.72
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
Total Cash plus Accounts Receivable	40,214.72	(F)	0.00	40,214.72
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards		(H)		0.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Accounts Payable (SCGR)	174.80	(J)		174.80
Unreserved Fund Balance, 07/01/19	40,039.92	(K)	0.00	40,039.92 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should 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: 2020 - 2021

Department Title:	Justice Administration
Trust Fund Title:	Indigent Civil Defense Trust Fund
LAS/PBS Fund Number:	Regional Conflict Counsel - Fifth
	20-2-976005

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/19

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

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

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

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

Approved FCO Certified Forward per LAS/PBS (D)

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

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

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

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

Other Manual Schedules and Supporting Documents

Schedule VIII-A

Priority Listing of Agency Budget Issues Requested Expenditures Over Base Operating Budget

Manual Inserts

Technical Checklist-LBR Review

SCHEDULE VIII-A: PRIORITY LISTING OF AGENCY BUDGET ISSUES
Requested Expenditures Over Base Operating Budget

DEPARTMENT: JUSTICE ADMINISTRATION
BUDGET ENTITY: Justice Administrative Commission / Executive Direction and Support Services

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Recruitment and Retention Pay Issue for Justice Administration Employees	4401A90	0	\$235,304 / 1000	1

Narrative: The Justice Administrative Commission (JAC) requests additional Salary rate of 201,782 and recurring Salaries and Benefits General Revenue funds of \$235,304 to address salary issues affecting the recruitment and retention of the JAC's employees

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Information Technology Critical Needs Hybrid Cloud Infrastructure & Cloud Backup	36201C0	0	\$311,000 / 1000	2

Narrative: The JAC requests General Revenue funds to replace aging network computing systems and migrate to a modern hybrid cloud infrastructure that incorporates a contemporary cloud services and disaster recovery capabilities. Many of the JAC's servers and storage environment are reaching hardware end of life (EOL) during the 2019-20 fiscal year.

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Staffing Increase for Information Technology Section	3002350	1	\$80,833 / 1000	3

Narrative: The JAC requests 1 additional position to enhance the JAC's Online Bill Submission System involving tracking of hourly bills submitted by Investigators, Mitigation Specialists, Expert Witnesses, increasing the focus on cloud-first objectives, performing Information Security Manager duties, and other duties to ensure the JAC reduces its exposure to various security risks, failed systems, and increase its ability to continue to provide the highest level of customer service.

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Establish Internal Audit Section at the Justice Administrative Commission	4A00020	3	\$292,670 / 1000	4

Narrative: The JAC requests 3 additional positions to establish a robust internal audit function. These positions are requested subsequent to audit findings and recommendations by the Florida Auditor General in their last three audits of the JAC. The establishment of an Internal Audit Section within the JAC will address the Auditor General's recommendation and further advance efforts at the JAC to be the model of exemplary state government.

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Staffing Increase for Court-Appointed Section	3002340	2	\$151,856 / 1000	5

Narrative: The JAC requests 2 additional positions to address the JAC's Court Appointed and Legal sections' ever increasing workload and maintain the level and quality of contracting, auditing, and legal review performed by the JAC for the delivery of state-funded legal services to indigent citizens.

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 and Support Services

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Staffing Increase for Accounting Section	3002360	1	\$63,416 / 1000	6

Narrative: The JAC requests 1 additional position to fund a Professional Accountant I to address the upcoming workload associated with the Purchasing Card (PCard) Works system and the Statewide Travel Management System (STMS). Because of the increased responsibilities and the need to comply with the Auditor General's preliminary finding related to due process costs, one FTE is needed to ensure these new responsibilities will not negatively impact the JAC's ability to promptly and efficiently support the offices we administratively serve.

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Shared-Alternate Workspace for Critical Staff	4201710	0	\$6,500 / 1000	7

Narrative: The JAC requests funding to obtain access to Shared / GeoDiverse Work Force Recovery Services that would provide alternate workspace for critical JAC staff in support of the JAC's Continuity of Operations Plan (COOP). Funding this issue would allow the JAC to respond to emergencies in a proactive, rather than reactive, manner and assist in the full implementation of the agency's COOP.

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Realignment of Administrative Expenditures - Add	2000100	0	\$659,252 / 1000	8

Narrative: The JAC requests realignment of General Revenue funding between appropriation categories. In order to have consistency and uniformity in the agency-wide accounting structure, we requests that the Expense (040000), Contracted Services (100777), and Operating Capital Outlay (060000) categories be combined into an Operating Expenditures category.

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Realignment of Administrative Expenditures - Deduct	2000200	0	(\$659,252) / 1000	9

Narrative: The JAC requests realignment of General Revenue funding between appropriation categories. In order to have consistency and uniformity in the agency-wide accounting structure, we requests that the Expense (040000), Contracted Services (100777), and Operating Capital Outlay (060000) categories be combined into an Operating Expenditures category.

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Realign Grants and Donations Trust Fund Appropriation Between Program Components - Add	1806060	0	\$15,900 / 2339	10

Narrative: The JAC requests realignment of Grants and Donations funding between appropriation categories and program components. In order to have consistency and uniformity in the agency-wide accounting structure, we requests that the Expense category be moved into an Operating Expenditures category. Currently, the appropriation is in the Legal Representation program component but should be in the Executive Direction and Support program component.

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 and Support Services

Issue Title	Issue Code	FTE	Amount / Fund	Priority #
Realign Grants and Donations Trust Fund Appropriation Between Program Components - Deduct	1806050	0	(\$15,900) / 2339	11

Narrative: The JAC requests realignment of Grants and Donations funding between appropriation categories and program components. In order to have consistency and uniformity in the agency-wide accounting structure, we request that the Expense category be moved into an Operating Expenditures category. Currently, the appropriation is in the Legal Representation program component but should be in the Executive Direction and Support program component.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2019-2020**

STATEWIDE GUARDIAN AD LITEM

Priority #1

Issue Title: Increase Staff to Represent all Children

Issue Code: 3000370

FTE: 35.0

Rate: 1,249,980

Fund: General Revenue

Salaries and Benefits: \$1,926,146

Expenses: \$87,500

HR Services: \$8,190

Narrative:

This issue requests \$1,926,146 in recurring General Revenue funding for 30 FTE Child Advocate Manager I's (class code 8401) and 5 FTE Child Advocate Manager II's (class code 8402) for the front-line representation of abused and neglected children. The last significant infusion of staff to the GAL Program came in FY 16-17, based on a budget issue prepared in the summer of 2015, when the number of children under dependency court jurisdiction was 30,431. Since that issue was prepared, the number of dependent children has risen 9 percent to 33,078.

Florida Statutes require the appointment of a guardian ad litem (GAL) to represent every child under the jurisdiction of the dependency court. Because by statute a GAL must be appointed to every case, the GAL Program has no discretion when the judge appoints the Program to advocate for a child even if there are insufficient resources. This budget request is focused on accommodating circuits where the need for representation is most acute due largely to increases in children entering out of home care. For example, during the time period described above (July 2015 June 2019), tremendous growth has been experienced in:

Circuit 5 (Citrus, Marion, Sumter, Lake, and Marion Counties) where the number of foster children has grown by 48 percent

Circuit 6, (Pasco and Pinellas Counties) with an increase of 46 percent

Circuit 7 (Volusia, Putnam and St. Johns Counties) which grew by 31 percent

Circuit 13 (Hillsborough County) and Circuit 12 (DeSoto, Manatee and Sarasota Counties) where numbers increased by 30 percent

Circuit 10 (Polk, Hardee, and Highlands Counties) which grew by 26 percent

Circuit 4 (Duval, Clay and Nassau Counties) with an increase of 23 percent

While this request, if funded, will not meet the entire need for front line staff to represent abused and neglected children in dependency court, it will relieve some of the immediate pressure in areas most overloaded. Child Advocate Managers supervise and guide volunteer child advocates, monitor children's progress and report to the court while working with volunteers and program attorneys as part of a multidisciplinary team. In cases where a volunteer may not be available, the

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2019-2020**

STATEWIDE GUARDIAN AD LITEM

Child Advocate Manager may provide direct advocacy for the child along with the GAL Attorney.

Additionally, established supervisory staffing ratios of 1:6 (1 FTE Child Advocate Manager II to 6 FTE Child Advocate Manager Is) require the addition of 5 FTE Child Advocate Manager IIs. This 1:6 ratio understates the supervisory workload because it does not take into account that each Child Advocate Manager I may, in turn, supervise up to 36 GAL volunteers assigned to active cases. Therefore, the Program seeks a small number of CAM IIs to ensure that the work of both staff and volunteers is of high quality in the Program's representation of abused and neglected children.

The GAL is requesting \$2,500 per FTE for travel expenses. 35 FTE x \$2,500 = \$87,500.

Priority #2

Issue Title: Attorney Recruitment and Retention

Issue Code: 4206A00

Fund: General Revenue

Salaries & Benefits: \$261,894

Narrative:

This issue requests \$261,894 in General Revenue salaries and benefits to align the health insurance benefits and annual leave afforded to attorneys employed by the Guardian ad Litem (GAL) Program with attorneys employed in other Florida State entities. The program requests this issue be itemized in the General Appropriations Act, Section 8, Employee Compensation and Benefits FY 2020-2021, with language as follows:

"The Justice Administrative Commission is hereby appropriated \$261,894 in the Salaries and Benefits category for the purpose of providing attorneys in the Guardian ad Litem Office with enhanced health insurance and annual leave benefits comparable to those of the Select Exempt Service."

Presently, attorney positions in other state entities receive higher State contributions to health insurance, which lowers the cost to the employee. This is a standard benefit for all attorneys in State government, except for GAL attorneys. GAL attorneys contribute \$180 per month toward the cost of their family health insurance coverage while other attorneys contribute \$30 per month. Attorneys within other agencies also earn annual leave at a higher rate than do attorneys in the GAL Program.

The Florida Bar News, March 15, 2015, documented the findings of an independent salary and compensation study conducted by Five Points Technology that GAL attorneys are the only attorneys who do not receive the benefit of paid insurance, when compared to attorneys in the State Personnel System and those in the Justice Administration System, including assistant public

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2019-2020**

STATEWIDE GUARDIAN AD LITEM

defenders and assistant state attorneys. The first significant difference when compared to attorneys in the Justice Administrative Commission (JAC) pay plan is the JAC attorneys receive almost 100 percent paid insurance benefits and the GAL attorneys do not (the state pays only a portion of insurance costs.) Average starting salaries for GAL attorneys do not account for insurance benefits that range from \$600 to \$1,800 per year for just health insurance (depending on the type of coverage).

These differences are due to the fact that when the GAL Program was created in 2004, benefits for GAL attorneys were established at a level comparable to that of employees in the Career Service. This inequity has stood since 2004, and the lack of enhanced benefits is a barrier to attracting and maintaining qualified attorneys in the Guardian ad Litem Program. Being able to recruit and retain highly qualified attorneys is critical to the GAL Program's mission of providing effective representation for abused, abandoned and neglected children in dependency court.

Providing these additional benefits for 204 attorneys is projected to cost an additional \$41.66 monthly for those with single coverage and an additional \$150 per month for those with family coverage. Assuming that the current single versus family coverage selections remain consistent across GAL attorneys, the total cost for this issue is projected to be \$261,894.

Priority #3

Issue Title: Increased Recurring OPS Appropriation

Issue Code: 3000570

Fund: General Revenue

OPS: \$340,834

Expenses: \$15,000

Narrative:

This issue requests \$355,834 in Other Personal Services (OPS) funding to provide temporary staff support during periods in which lengthy staff absences create workload issues.

The GAL Program operates offices in almost every county of the state, and some offices are staffed by only one or two employees. Adequate OPS funding is critical to filling gaps as they occur in smaller rural counties where staffing is minimal and it is not possible to provide alternate coverage. GAL is in a unique position to be able to use OPS for temporary staffing due to the high number of trained and certified volunteers who are able to work for short periods to help fill the manpower gap.

This request seeks OPS funding to fill the manpower gaps throughout the state in order to minimize disruption of GAL representation of abused and neglected children.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FISCAL YEAR 2019-2020**

STATEWIDE GUARDIAN AD LITEM

Using the average salary and benefits of all GAL employees, the Program is requesting OPS dollars in the amount of \$340,834, which would allow the program to add manpower equivalent to 6.5 FTEs for temporary needs.

The GAL is requesting \$15,000 in expenses for travel expenses.

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2020-21
(First through Twentieth Judicial Circuits)**

Individual State Attorney Circuit Responses:

State Attorney, 1st Judicial Circuit

Priority #1

Issue Title: 5% Cost of Living Adjustment For All Staff

Issue Code: 4203A70

Fund: General Revenue

Salaries & Benefits: \$658,885

Narrative:

Request 5% for cost of living adjustment for all staff in the sum of \$658,885. This adjustment is in the State's best interest to keep the best support staff. The experience level in the office has decreased due to the turnover of both attorney and support staff.

Priority #2

Issue Title: Increase Trust Fund Authority

Issue Code: 3001520

Fund: Grants & Donations

Salaries & Benefits: \$597,003; \$340,645 non-recurring

Operations: \$13,134; \$13,134 non-recurring

Narrative:

This request is made to update the appropriation for both VOCA and IT. Over the past three years, we have acquired additional VOCA grant employees which has increased the amount of appropriation needed to reimburse GR salaries & benefits. We have previously requested a Fund Shift from State Attorney Revenue Trust Fund to Grants and Donations. Since receiving an additional five VOCA funded employees we are in need of an update for VOCA as well as additional appropriation for IT.

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Priority #3

Issue Title: Public Records Request Workload

Issue Code: 3009700

FTE: 2.0

Rate: 96,444

Fund: General Revenue

Salaries & Benefits: \$162,317

Operations: \$11,683; \$7,599 non-recurring

HR Services: \$702

Narrative:

The Legislature has assigned a 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 #4

Issue Title: Replacement Of Motor Vehicles

Issue Code: 2401500

Fund: State Attorney Revenue Trust Fund

Acquisition of Motor Vehicles: \$50,000; \$50,000 non-recurring

Narrative:

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 #5

Issue Title: Enhanced Other Personal Services

Issue Code: 3000640

General Revenue OPS: \$49,770

State Attorney Revenue Trust Fund OPS: \$86,913

Narrative:

As a result of the massive turnover of both Assistant State Attorneys and support legal staff, we have relied on OPS staff to assist in keeping the workflow moving. We have one retired Assistant State Attorney and one retired Judge who are working OPS to assist in the attorney workload. As a result, the appropriations in both General Revenue and State Attorney Revenue Trust Fund are insufficient to meet the OPS salaries.

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State Attorney, 2nd Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for all Staff

Issue Code: 4203A70

Rate: 299,980

Fund: General Revenue

Salaries and Benefits: \$382,769

Narrative:

The Florida Prosecuting Attorneys' Association (FPAA) is proposing a 5% cost of living adjustment for all State Attorney's Office employees and all State of Florida employees. Whether it is in the JAC budget or elsewhere, it is the Second Circuit State Attorney's number one priority. The purpose is to promote public safety through the retention of staff essential to the effective and efficient operation of the criminal justice system and to keep experienced, quality employees working for the safety of the People of Florida. A 5% cost of living adjustment for all staff will assist in the retention of these professionals and their valuable experience.

Priority #2

Issue Title: Fund Shift Add and Deduct

Issue Code: 3402960/3402970

General Revenue Salaries and Benefits: \$128,565

SARTF Salaries and Benefits: (\$128,565)

General Revenue Operations: \$84,559

SARTF Operations: \$84,559

Narrative:

In July 2019, the Office of the State Attorney, 2nd Judicial Circuit was approved for 2 FTEs for the purpose of expanding the Diversion Management Pilot Program. Funding was approved in the amount of these 2 FTEs in the State Attorney Revenue Trust Fund. Anticipated new revenues in 19-20 are anticipated at \$0. Therefore, a fund shift is requested in order to properly fund this initiative.

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Priority #3

Issue Title: Workload Issue

Issue Code: 3001250

FTE: 2.00

Rate: 73,222

Fund: General Revenue

Salaries & Benefits: \$121,789

Operations: \$8,178; \$5,188 non-recurring

HR Services: \$468

Narrative:

This issue provides funding for personnel and operating expenses to effectively and efficiently meet workload demands for legislative and court initiatives. Data collection and transparency, pre-trial assessments, mental health, public records demands, and body-worn camera videos are demanding more time of our Assistant State Attorneys. Tasks to comply with these efforts have a substantial impact on the time spent on each individual case.

State Attorney, 3rd Judicial Circuit

Priority #1

Issue Title: 5% Cost of Living Adjustment For All Staff

Issue Code: 4203A70

Fund: General Revenue

Rate: 177,314

Salaries & Benefits: \$226,320

Narrative:

This issue supports a 5% cost of living adjustment for all employees of the State Attorney's Office. This issue represents the continued efforts of this office to work together to keep experienced, quality employees working for the safety of the people of Florida.

Priority #2

Issue Title: Replacement of Equipment – Motor Vehicles

Issue Code: 2401500

Fund: State Attorney Revenue Trust Fund

Acq. Motor Vehicles: \$27,000; \$27,000 non-recurring

Narrative:

This issue request replacement of one (1) state vehicle that has met the replacement criteria set by the Department of Management Services. The Third Judicial Circuit is comprised of seven counties. This vehicle will be used for transportation to the different counties in this circuit for meetings, court dates, case investigations. In addition, office staff may use this vehicle when they are required to attend training and seminars in the state.

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State Attorney, 4th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for All Staff

Issue Code: 4203A70

Fund: General Revenue

Salaries: \$1,060,543

Narrative:

A 5% cost of living increase is requested to assist in the retention of State Attorney support staff. The 9th Circuit is continually losing quality employees to the private sector, or to local or federal government agencies, that are able to offer higher wages for similar or less work. The loss of quality support staff directly impacts the office's ability to provide quality legal support to attorneys who are representing citizens of this circuit, who are also victims of crime. Likewise, many of our support staff work second and third jobs in order to make ends meet, which also results in decreased productivity and efficiency due to fatigue. These support staff employees are well deserving of a 5% cost of living increase.

Rate for 181 filled positions: \$16,782,190

5% Increase: \$839,110

Benefits: \$221,433

5% Increase + Benefits: \$1,060,543

This issue supports all State Attorney activities.

Priority #2

Issue Title: Young Adult Court Coordinator and Staff member

Issue Code: 3001290

Fund: General Revenue

Salaries and Benefits: \$49,200s

Narrative:

In 2019, the State Attorney's Office will pilot the first Young Adult Court (YAC) in the state of Florida. YAC is a problem-solving court designed to address the specific issues related to young adults from 18 to 24 years old. The State Attorney's Office refers cases each year to Problem Solving Courts throughout the Circuit and seeks to expand the range of diversion services. The YAC method avoids costly, prolonged incarceration which has been shown to exacerbate, rather than reduce, the likelihood of recidivism by young offenders. Instead, YAC embeds participants in a structured environment with a dedicated and supportive case manager, judge, and prosecuting attorney who are specially trained in understanding the young adult brain and working with young adults. The program is intensive and demanding it will require a coordinator to screen, track, and report the outcomes of the program. The coordinator will have to be familiar with the court system, employment opportunities, community organizations, and the SAO.

The SAO seeks funding for a Young Adult Court Coordinator. The coordinator would be responsible for managing the daily operations of the court. Importantly, the coordinator would be

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responsible for reviewing the referrals to YAC, coordinating the risk assessment staffing of the participants, and managing the program. YACs and similar programs in other jurisdictions substantially reduced recidivism among their participants at a fraction of the cost of incarcerating them. A YAC Coordinator is essential to the success of the program.

The SAO seeks funding for a Young Adult Court Coordinator. The coordinator would be responsible for managing the daily operations of the court. Importantly, the coordinator would be responsible for reviewing the referrals to YAC, coordinating the risk assessment staffing of the participants, and managing the program. YACs and similar programs in other jurisdictions substantially reduced recidivism among their participants at a fraction of the cost of incarcerating them. A YAC Coordinator is essential to the success of the program.

Priority #3

Issue Title: Crime Analyst for Crime Control Intelligence Center

Issue Code: 3003070

FTE: 1.0

Rate: \$60,000

Fund: General Revenue

Salaries and Benefits: \$83,234

Operations: \$3,973; \$2,777 non-recurring

HR Services: \$234

Narrative:

As a direct response to persistence violent crime in Jacksonville, and in collaboration with the State Attorney's Office (SAO), the Jacksonville Sheriff's Office (JSO), and the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF), in 2017 the City of Jacksonville (City) appropriated one-million dollars to build and implement a Crime Gun Intelligence Center or CGIC. The CGIC concept employs a holistic approach to gun crime investigation, using NIBIN as the cornerstone technology. The key phases of the CGIC approach are comprehensive collection of evidence, timeliness, investigative follow-up, and implementing a feedback loop. In 2013, the ATF partnered with the Denver Police Department to create the first CGIC. CGICs in other cities such as Chicago, Milwaukee, and Denver are staffed with a diverse and highly-trained workforce and use criminal intelligence and specialized skills to provide a coordinated law enforcement response to violent gun crime.

The Jacksonville CGIC became fully operational in April 2019. The SAO seeks funding to hire a full-time analyst to assign to the CGIC. The ideal candidate will possess extensive experience in the detection and investigation of gun crime and gang-related violence. Candidates for the position will likely include current and former law enforcement officers who are familiar with and who have experience investigating gun crimes violence and violent offenders in the local community.

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Priority #4

Issue Title: Replacement Of Motor Vehicles

Issue Code: 2401500

Fund: General Revenue

Acquisition of Motor Vehicles: \$150,000; \$150,000 non-recurring

Narrative:

Funding is needed to purchase five vehicles to replace aging fleet.

Priority #5

Issue Title: Additional Equipment

Issue Code: 2401300

Fund: General Revenue

Operations: \$72,500; \$72,500 non-recurring

Narrative:

Replace aging furniture for staff. This will also help agency in avoiding any workers comp issues due to dilapidated furniture

Priority #6

Issue Title: Increasing authority for FIST

Issue Code: 3009500

Fund: Forfeiture and Investigative Support Trust Fund

Operations: \$100,000

Narrative:

The State Attorney's Office seeks greater authority to spend funds retained by Florida Statute 27.3451 (State Attorney's Forfeiture and Investigative Support Trust Fund). Under section 27.3451, revenues received by a State Attorney as a result of forfeiture proceedings, as provided under s. 932.704, shall be deposited in such trust fund and shall be used when authorized by appropriation or action of the Executive Office of the Governor under s. 216.181(11), for the investigation of crime, prosecution of criminals, or other law enforcement purposes.

As costs of prosecution and other sources of revenue decline, the SAO seeks additional authority to spend FIST funds. As FIST funding cannot be used to pay salaries, the SAO seeks to utilize greater authority for FIST spending. The greater authority would allow the SAO to preserve other funding which may be used for salaries.

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Priority #7

Issue Title: Staffing Requirements for Office Reorganization

Issue Code: 3000400

FTE: 2.0

Rate: 140,000

Fund: General Revenue

Salaries and Benefits: \$189,692

Operations: \$7,946; \$5,554 non-recurring

HR Services: \$468

Narrative:

The State Attorney's Office for the Fourth Judicial Circuit is undergoing a substantial reorganization of both its mission and its staffing. Since taking office in January, the State Attorney has implemented several innovative programs and sought to develop a Community Prosecution or Crime Strategies initiative. The hallmarks of this crime prevention initiative are (1) community involvement, (2) problem-solving, and (3) partnerships. Community prosecutors seek community input and involvement from the community and invite stakeholders to identify neighborhood problems and participate in solutions. Community prosecutors are problem-solvers, seeking not only to build better cases but also to prevent crime by using a wide range of tools and strategies, many of which fall outside the traditional approach taken by prosecutors.

Although the initiative is in its early planning stages, the SAO believes implementing a Community Prosecution or Crime Strategies initiative in the Fourth Judicial Circuit will require the support of one or more community prosecution or crime strategies coordinators. These coordinators will work to support the initiative on a daily basis by engaging the community and building meaningful partnerships within the community. They will act as a liaison between the community and the State Attorney's Office. As the SAO designs and implements this initiative, these coordinators are invaluable. The SAO seeks an increase in General Revenue to fund two (2) community prosecution or crime strategies coordinators.

Priority #8

Issue Title: Victim/Witness Services Coordinator

Issue Code: 3001050

FTE: 1.0

Rate: 50,000

Fund: General Revenue

Salaries and Benefits: \$71,622

Operations: \$3,973; \$2,777 non-recurring

HR Services: \$234

Narrative:

The State Attorney's Office seeks to implement a robust victim/witness services platform. The Victim/Witness coordinator would be responsible for acting as a liaison between Assistant State Attorneys and the victims/witnesses involved in the criminal cases prosecuted by the SAO. The purpose of the position is to perform specialized public contact work involving assisting those subpoenaed for court, collecting case information, and coordinating appearances of police and civilian witnesses. The coordinator would establish contact with all parties involved in assigned

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cases, to include initial investigative activities in locating witnesses and victims and maintaining accurate addresses and telephone numbers for them. The coordinator would establish and maintain effective communication with attorneys, court personnel, victims, witnesses, law enforcement personnel, and other parties relevant to assigned cases.

Regarding victim services, the coordinator would represent the interest of crime survivors and the SAO in community organizations whose mission is to provide mental health and social service, educational or crime prevention services and would oversee the provision of all victim service available through the SAO. The coordinator would perform community outreach activities designed to enhance community knowledge regarding victim rights as well as research and prepare grant applications

Priority #9

Issue Title: Graham/Miller Assistant State Attorney

Issue Code: 3009000

FTE: 1.0

Rate: 85,000

Fund: General Revenue

Salaries and Benefits: \$127,848

Operations: \$4,673; \$2,777 non-recurring

HR Services: \$234

Narrative:

The United States Supreme Court significantly altered the sentencing scheme for juvenile offenders convicted of serious non-homicide and homicide offenses in Graham v. Florida 560 U.S. 48 (2010), and in Miller v. Alabama, 567 U.S. 460 (2012). In Graham, the Court held that the Eighth Amendment disallows sentences of life in prison for juveniles convicted of non-homicide offenses without a meaningful opportunity for future release. In Miller, the Court did not categorically bar life sentences but stated that a court must take into account how children are different, and how those differences counsel against irrevocably sentencing them to a lifetime in prison. In Falcon v. State, 162 So.3d 954 (Fla. 2015), the Florida Supreme Court held: (1) the Supreme Court's decision in Miller applies retroactively to juvenile offenders whose convictions and sentences were final at the time Miller was decided, and (2), the appropriate remedy for any juvenile offender whose sentence is unconstitutional under Miller is to conduct a resentencing proceeding. Proceedings for juvenile sentencing are codified in 775.082 and 921.1402, FS.

Graham/Miller resentencing cases are complex and voluminous. Case reviews are labor-intensive. A Graham/Miller hearing can be as complex as a murder prosecution. The SAO seeks additional General Revenue funding to hire an experienced assistant state attorney to prosecute Graham/Miller resentencing cases.

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Priority #10

Issue Title: Hurst Impact on Workload

Issue Code: 3000110

FTE: 1.0

Rate: \$90,000

Fund: General Revenue

Salaries and Benefits: \$134,502

Operations: \$4,673; \$2,777 non-recurring

HR Services: \$234

Narrative:

In capital cases in Florida, the Florida Supreme Court held in Hurst v. State, 202 So.2d 340 (Fla. 2016) that specific findings required to be made by the jury in a death penalty case include the existence of each aggravating factor that has been proven beyond a reasonable doubt, the finding that the aggravating factors are sufficient, and the finding that the aggravating factors outweigh the mitigating circumstances. A jury must make a unanimous decision to impose the death penalty in Florida. The Hurst resentencing cases are complex and voluminous. Prosecuting capital cases requires an experienced assistant state attorney. The SAO requests additional General Revenue funding for an additional assistant state attorney to prosecute Hurst resentencing cases.

Priority #11

Issue Title: Florida Bar Training Requirements for new Assistant State Attorneys

Issue Code: 3800270

Fund: General Revenue

Operations: \$2,900

Narrative:

Practicing with Professionalism is one-day seminar providing a broad overview of ethical and professional issues designed for new lawyers in fulfillment of phase 1 of the Basic Skills Course Requirement. The Florida Supreme Court in The Florida Bar Re: Amendment to Rules Regulating The Florida Bar, Rule 6-12 (Basic Skills Course Requirement, 524 So. 2d 634 (Fla. 1988), made Practicing with Professionalism, mandatory for attorneys admitted to The Florida Bar after October 1, 1988. Effective on May 12, 2005, the Supreme Court of Florida amended Rule 6-12.3 and Rule 6-12.4. These amended rules state that in addition to attending Practicing with Professionalism, new admittees must attend three "basic" level substantive continuing legal education programs presented by the YLD. The Basic Skills Course Requirement must be completed within the initial 3-year continuing legal education cycle after admission to The Florida Bar or within two years after the expiration of any exempt status. The Practicing with Professionalism requirement must be met within the first year of admission to The Florida Bar or one year before being admitted to The Florida Bar. The current registration fee for the Practicing with Professionalism seminar \$145.

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Priority #12

Issue Title: Automated Legal Research

Issue Code: 36207C0

Fund: General Revenue

Operations: \$137,413

Narrative:

The State Attorney's Office for the Fourth Judicial Circuit increased its usage of internet services of Westlaw, Clear Lexis Nexis, Pacer, and other internet resources. These services are invaluable to work productivity due to the ease of accessibility to information.

Priority #13

Issue Title: Florida Bar Dues

Issue Code: 4204020

Fund: General Revenue

Operations: \$32,065

Narrative:

The State Attorney's Office for the Fourth Judicial Circuit requests funding for Florida Bar dues expense. The Florida Legislator has given the authority to pay for Florida Bar dues.

121 Assistant State Attorneys (ASAs)

Base rate of \$265 x 121 ASAs = \$32,065

State Attorney, 5th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for All Staff

Issue Code: 4203A70

Rate: 648,038

Fund: General Revenue

Salaries and Benefits: \$820,006

Narrative:

The Florida Prosecuting Attorneys' Association (FPAA) is proposing a 5% cost of living adjustment for all State Attorney's Office employees and all State of Florida employees. The estimate for the cost for the Fifth Circuit State Attorney's Office is

Whether it is in the JAC budget or elsewhere, it is the Fifth Circuit State Attorney's number one priority. The purpose is to promote public safety through the retention of staff essential to the effective and efficient operation of the criminal justice system and to keep experienced, quality employees working for the safety of the People of Florida. A 5% cost of living adjustment for all staff will assist in the retention of these professionals and their valuable experience.

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Priority #2

Issue Title: Staffing Adjustment for Workload & Increased Judgeships

Issue Code: 3001060

FTE: 2.00

Rate: \$77,000

Fund: General Revenue

Salaries and Benefits: \$126,177

Operations: \$8,178; \$5,188 non-recurring

HR Services: \$468

Narrative:

SAO5 is comprised of 5 counties, Citrus, Hernando, Lake, Marion, and Sumter. This year the Legislature included a new Citrus County judge in the budget and Governor Ron DeSantis approved the position. The additional position is necessary because of the new laws that shift the jurisdiction of some cases from circuit to county court:

The low-end value of a grand theft charge was raised from \$300 to \$750 to charge someone with a felony. That will increase the number of misdemeanor cases since the felony threshold will be higher.

The county court docket is up to 10,000 to 12,000 cases a year. The state considers 6,500 cases annually a full load for a county court judge. Workload is generally 60% criminal, 40% civil. Due to the increased workload of adding a new judge in Citrus County, SAO5 is requesting 1 Assistant State Attorney position and 1 support staff position to effectively handle cases for this additional workload.

Priority #3

Issue Title: Public Records Workload

Issue Code: 3009700

FTE: 2.00

Rate: \$100,000

Fund: General Revenue

Salaries and Benefits: \$162,254

Operations: \$9,346; \$5,554 non-recurring

HR Services: \$468

Narrative:

Government in the Sunshine is a worthy goal and a necessary obligation of government. Access to public records is central to that obligation. There is, however, a cost to providing public records and the cost is increasing exponentially. This issue serves to facilitate the State Attorney's desire to be as transparent and responsive to public records requests while not compromising our core mission. This issue provides funding for personnel and operating expenses to effectively and efficiently meet public records demands. Public records demands are becoming more time consuming and more sophisticated. They include frequent demands by defense attorneys for all manner of records such as prosecutor personnel files, demands by families of victims, demands by businesses and research groups seeking records which serve their singular business or research

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interests. Many businesses simply want to get an upper hand on their competitors. While these efforts have the potential to save money for the taxpayers of Florida, they cost time and money in order to comply. Another notable group seeking public records is prison or jail inmates. Public records requests are significantly higher during election seasons, which any elected official well knows. While the public is entitled to the records and we want to 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 the retrieval of records. State Attorney Offices do not compile collective data with respect to public records requests, however, some circuits report a 250% increase in the last several years.

Priority #4

Issue Title: Body-Worn Cameras

Issue Code: 5008010

FTE: 4.00

Rate: 120,000

Fund: General Revenue

Salaries and Benefits: \$193,592

Operations: \$15,892; \$11,108 non-recurring

HR Services: \$936

Narrative:

In the past few years, law enforcement agencies have been moving toward body-worn cameras that record law enforcement interactions with the public and with criminal suspects. As agencies have brought more cameras online, prosecutor's offices have been inundated with videos depicting arrests, witness interviews, and crime scenes.

The prosecutor's role in the criminal court system is unique. They are required by court rulings to not just advance evidence of guilt but to turn over to defendants any evidence in the possession of the prosecutor's office or the police agencies that is exculpatory in nature. When this requirement is applied to body camera videotapes, a huge new workload has been placed on prosecutors.

When an arrest is made or a criminal investigation by uniformed officers takes place, there are often more than just one or two officers at the scene. While each body camera video may record substantially the same scene, because the camera travels with each individual law enforcement officer, there are differences as to what each camera records visibly and aurally. Some of what is recorded may be deemed by the courts or defense attorneys to be exculpatory.

Prosecutors are placed in the position of having to collect, review, and reveal to the defense all the video of any particular crime that is prosecuted. This extra workload has a substantial effect on the time spent on each individual case by the prosecutor. The review of these recordings will add hours of work to the prosecution of each case.

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Priority #5

Issue Title: Career Criminal Prosecution

Issue Code: 3009620

FTE: 2.00

Rate: 100,000

Fund: General Revenue

Salaries and Benefits: \$162,524

Operations: \$9,346; \$5,554 non-recurring

HR Services: \$468

Narrative:

Section 775.0843(2), F.S. mandates each of the State Attorneys to establish a career criminal prosecution unit and adopt and implement policies based upon guidelines, Section 775.0843(2)(a) through (d), F.S. The State Attorney's Office Tri-County area, which includes the circuit's smaller counties (Hernando, Citrus, and Sumter) is in need of a Career Criminal Unit to cover those counties. This unit will investigate and prosecute all career criminal within the Tri-County area. The unit will also help law enforcement agencies by giving advice and direction. Agency policy has placed the statutory screening task upon each felony Assistant State Attorney to identify potential violent career criminal prosecutions and refer them to supervising attorneys for assistance in prosecutions. Having a dedicated unit for the Tri-County area will help alleviate excess caseload on felony lawyers.

Priority #6

Issue Title: Attorneys for Specialty Court Divisions

Issue Code: 3004500

FTE: 2.00

Rate: 100,000

Fund: General Revenue

Salaries and Benefits: \$162,524

Operations: \$9,346; \$5,554 non-recurring

HR Services: \$468

Narrative:

These positions will cover multiple specialty courts such as Veteran's Court, Drug Court, and Mental Health Court. The State Attorney's Office for the Fifth Circuit is requesting (1) Assistant State Attorney in Marion county and (1) for the tri-county area, Citrus, Hernando, and Sumter.

During the 2013 legislative session, the Legislature approved funding for a newly created special court division program for Veterans. This new program requires an Assistant State Attorney who is experienced in handling Felony, Misdemeanor, Juvenile and Civil cases. The attorney will work with law enforcement, the veteran's hospital personnel, social workers and defense attorneys to ensure that criminal offenses are addressed properly while still taking into consideration the special needs of returning veterans.

There are several goals for mental health court: Improve public safety by reducing criminal recidivism, reduce court and correction related costs through administrative efficiencies, and often

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by providing an alternative to incarceration. Monitoring and treating offenders with serious mental illness in mental court can be more effective, efficient, and less expensive than the remedies available through traditional justice system approaches.

All Law Enforcement agencies within the Fifth Judicial Circuit participate in an organized force against drug trafficking and pill mills. The State Attorney's Office has a serious need for Assistant State Attorney's to give legal advice and prosecute these cases.

These issues impact all of our agency activities including Felony, Misdemeanor, Juvenile, and Civil cases; therefore, it is critical that we have sufficient funding to provide quality public safety.

Priority #7

Issue Title: Realignment of Administrative Expenditures-Add

Issue Code: 2000100

Fund: General Revenue

Salaries and Benefits: \$50,000

Narrative:

SAO5 has streamlined GR Operations spending in supplies by purchasing online which is much more cost-effective. SAO5 is now notified electronically when and what supplies need to be ordered as the supplies run low for each county. This includes paper, pens, folders, etc. SAO5 has also reduced expenses in paper including off-site storage and destruction by utilizing a paperless system. With this cost savings, SAO5 would like to transfer \$50,000 from GR Operations to GR Salaries. By realigning these funds to salaries, SAO5 can hire more staff for scanning in keeping up with the increased volume of information received via email, fax, etc. which needs to be scanned in daily.

Priority #8

Issue Title: Realignment of Administrative Expenditures-Deduct

Issue Code: 2000200

Fund: General Revenue

Operations: -\$50,000

Narrative:

SAO5 has streamlined GR Operations spending in supplies by purchasing online which is much more cost-effective. SAO5 is now notified electronically when and what supplies need to be ordered as the supplies run low for each county. This includes paper, pens, folders, etc. SAO5 has also reduced expenses in paper including off-site storage and destruction by utilizing a paperless system. With this cost savings, SAO5 would like to transfer \$50,000 from GR Operations to GR Salaries. By realigning these funds to salaries, SAO5 can hire more staff for scanning in keeping up with the increased volume of information received via email, fax, etc. which needs to be scanned in daily.

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Priority #9

Issue Title: Reduce Trust Fund Authority

Issue Code: 3301510
 Fund: Grants and Donations
 OPS: -\$27,090
 Narrative:

Effective 07/01/2020 the VAWA FYE20 STOP II Grant will expire. SAO5 is requesting to reduce trust fund authority in Grants and Donations OPS 030000 to \$74,102 which will only be active for the VAWA STOP I Grant.

Priority #10

Issue Title: Replacement Of Motor Vehicles

Issue Code: 2401500
 SARTF-Acquisition of Motor Vehicles - \$46,000
 Narrative:

The State Attorney's Office, Fifth Judicial Circuit is requesting three (2) replacement vehicles. The Fifth Circuit covers 4,558 square miles including five counties. To serve this area and conduct business for the State, the State attorney maintains a fleet of vehicles which are used by attorneys, investigators, and victim-witness coordinators for locating, interviewing and transporting victims and witnesses. Vehicles are also used to carry out various administrative duties. Of the vehicles in this fleet, three currently have a combined mileage of 352,449. In the near future, these vehicles will have to be retired due to costly repairs and maintenance. The only current alternative is to pay employees \$.445 cent per mile for the use of private vehicles.

SAO5 is requesting to purchase two (2) Jeep Cherokees FWD. The Jeeps will also be used to investigate and evaluate crime scenes in rural areas. The need for a front-wheel drive vehicle is warranted because the counties cover approximately 1,500 acres of Ocala National Forest. These rural roads are comprised of sand, mud, gravel and various unimproved roads which a 4-wheel drive vehicle is better equipped to handle.

2 Jeep Cherokees FWD replacement vehicles at \$23,000 per vehicle =\$46,000.

<u>Year</u>	<u>Make/Model</u>	<u>VIN</u>	<u>Actual Mileage (As Of 5/21/2019)</u>
2003	Chevy Impala	2G1WF52E639373013	167,520
2006	Ford Crown Victoria	2FAFP73V46X122740	140,810

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Priority #11

Issue Title: Internal Auditor

Issue Code: 4A00010

FTE: 1.00

Rate: \$50,000

Fund: General Revenue

Salaries and Benefits: \$71,622

Operations: \$3,793; \$2,777 non-recurring

HR Services: \$234

Narrative:

Per The Auditor General's Report June 4, 2019:

An internal audit function can provide additional assurance that internal controls are designed properly and operating effectively, and can promote compliance with applicable laws, contracts, and established policies and procedures. The Government Finance Officers Association (GFOA) recommends governments consider establishing an internal audit function to assist management in monitoring the design and proper functioning of internal control policies and procedures, provide an additional level of control and help to improve government's overall control environment, and play a valuable role in conducting performance audits, special investigations, and studies.⁷

Recommendation: We recommend that the Legislature consider whether the JAC and the other judicial agencies should employ, or otherwise provide for, an internal auditor with the qualifications and duties prescribed in State law for State agency directors of auditing. We also recommend that the JAC consider requesting the necessary positions and funding from the Legislature to implement an internal audit function.

⁷ GFOA publication titled *Internal Audit Function*.

⁸ Section 20.055, Florida Statutes.

⁹ Chapter 2016-66, Laws of Florida.

Priority #12

Issue Title: Attorneys With Reassigned Death Penalty Cases

Issue Code: 1600050

FTE: 5.00

Rate: 360,000

Fund: General Revenue

Salaries and Benefits: \$544,492

Operations: \$55,657; \$13,519 non-recurring

HR Services: \$1,170

Lease/Purchase: \$400

Salary Incentive Payments: \$1,080

Narrative:

To effectively prosecute the expected Capital Felony Cases for fiscal year 20/21, SAO5 will need to staff this unit with the following:

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Salaries and Benefits:

Assistant State Attorney	1.00	\$157,945
Assistant State Attorney	1.00	\$157,945
Assistant State Attorney	1.00	\$115,362
Investigator	1.00	\$77,630
Secretary III	1.00	\$58,363

(Includes benefits, taxes, and retirement).

Total-\$567,245.00

General Revenue Operations:

Spectrum Internet Connections \$19,000
Office Supplies and software licenses \$6,000
Bar Dues 3 x \$265 = \$795.00
Verizon \$2,065.00
Vehicle Maintenance, Gas, E-Z pass and parking \$6,300.

Total-\$34,160.00

Modified standard #3 (3) attorney professionals x \$4,673= \$14,019.00

1 non-attorney professionals \$3,973

1 support staff \$3,505

Incentives CJIP:

Jeff Pfannerstill-Investigator
\$90.00 per month

Total-\$1,080.00

General Revenue Lease/Purchase Equipment:

Printer Lease/Maintenance

Total-\$400

State Attorney, 6th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for State Attorney Employees

Issue Code(s): 4203A70

Rate: 1,245,799

Fund: General Revenue

Salaries & Benefits: \$1,558,593

Narrative:

The Florida Prosecuting Attorneys' Association (FPAA) is proposing a 5% cost of living adjustment for all State Attorney's Office employees and all State of Florida employees. The estimate for the cost for the Sixth Circuit State Attorney's Office is \$1,558,593 (\$1,245,799 salary + \$312,795 benefits).

Whether it is in the JAC budget or elsewhere, it is the Sixth Circuit State Attorney's number one priority. The purpose is to promote public safety through the retention of staff essential to the effective and efficient operation of the criminal justice system and to keep experienced, quality

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employees working for the safety of the People of Florida. A 5% cost of living adjustment for all staff will assist in the retention of these professionals and their valuable experience.

Priority #2

Issue Title: Realignment of Budget Authority Add & Deduct

Issue Codes: 2000100 & 2000200

General Revenue Salaries & Benefits: \$135,000

GDTF Salaries & Benefits: \$115,000

SARTF Operations: \$250,000

SARTF Salaries & Benefits: -\$250,000

General Revenue OPS: -\$20,000

General Revenue Operations: -\$115,000

GDTF Operations: -\$115,000

Narrative:

The proposed budget alignment will avoid the necessity of future budget amendments and align our Agency budget categories to mirror our Agency budget needs.

Priority #3

Issue Title: Replacement of Motor Vehicles

Issue Code: 2401500

Fund: State Attorney Revenue Trust Fund

Acquisition of Motor Vehicles: \$25,000; \$25,000 non-recurring

Narrative:

To provide safe, reliable, and cost-efficient transportation of Assistant State Attorneys, investigators, and other personnel for work linked to the Agency activities of felony, misdemeanor, and juvenile prosecution.

Priority # 4

Issue Title: Additional Equipment - Motor Vehicles

Issue Code: 2402400

Fund: State Attorney Revenue Trust Fund

Acquisition of Motor Vehicles: \$38,000; \$38,000 non-recurring

Narrative:

To provide safe, reliable, and cost-efficient transportation of Assistant State Attorneys, investigators, and other personnel for work linked to the Agency activities of felony, misdemeanor, and juvenile prosecution.

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State Attorney, 7th Judicial Circuit

Priority #1

Issue Title: 5% Cost of Living Raise for all Staff

Issue Code: 4203A70

Rate: 561,042

Fund: General Revenue

Salaries & Benefits: \$714,934

Narrative:

The State Attorney's Office staff are essential to successful prosecutions. A 5% raise for all staff will assist in the retention of these professionals and their valuable experience. This issue is in support of staff in Volusia, St. Johns, Flagler, and Putnam counties. The estimated cost for the 7th Circuit would be \$679,845 (\$534,079 in Salaries and \$145,766 in benefits)

Priority #2

Issue Title: Mental Health Diversion

Issue Code: 4200330

FTE: 3.0

Rate: 132,758

Fund: General Revenue

Salaries: \$209,579

Operations: \$11,683; \$7,599 non-recurring

Narrative:

This is a proposal for a pilot program for implementation of the expected passage of the new mental health legislation filed as House Bill 1005 in the 2019 Legislative Session expected to be refiled this year. Defendants with mental health issues comprise a large portion of the criminal justice system and present unique challenges that cannot be dealt with effectively in the criminal justice system as constituted. By identifying defendants with mental health issues and providing appropriate early intervention in diversion programs and/or the criminal justice system escalations of violence will be avoided and current incarceration costs can be reduced to cover implementation expenses. Working together the State Attorney's Office, Judiciary, Sheriff's Office, Police Departments, Corrections Officials, County and Municipal officials have designed a program with the assistance of local mental health providers that is all-inclusive and designed to address the myriad of mental health issues presented in the criminal justice system in a beneficial and cost-effective manner utilizing the new and existing legislation. It will improve the mental health, physical health, and quality of life of those defendants enrolled in the program while reducing crime, interaction with law enforcement, incarceration, hospitalization, and homelessness for our community resulting in a net savings of funds at the state, county and municipal level including local hospitals. Treatments will be tailored by the mental health provider to meet the needs of the defendant, while the prosecutor pursues the path most appropriate based on the charges and condition of the defendant. The prosecution will proceed in conjunction with the treatment options ranging from an immediate diversion with treatment aspects to diversion with outpatient treatment to inpatient treatment with diversion, or treatment with a resolution of the case within the criminal

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justice system. The program will be comprised of both misdemeanors and felonies as accepted by prosecutors into the program. Defendants identified by the Volusia County Jail as falling within the purview of the program are approximately 30 -40% of their jail population. A conservative estimate would place the reduction in the daily jail population at 200 inmates. The jail estimates their daily cost at \$84 dollars per day which would result in a daily savings of \$16,800 annualized to a savings of \$6,132,000 in jail expenses. Commensurate savings can be expected within all jails and the state correctional system as the program approaches full implementation. This program will dramatically reduce these costs as well as costs within the criminal justice system, local hospitals and emergency services, law enforcement and others. Defendants will be identified for inclusion in the program by law enforcement at the time of arrest, booking at the jail, First Appearances or as the case progresses through the system Defendants may enter voluntarily or be placed in the program on an involuntary basis upon court order. The program will identify defendants with mental health issues at the earliest possible time beginning within initial contact with law enforcement, then later with an evaluation at the jail before First Appearances and finally as the case moves through the criminal justice system. The juncture of intervention and diversion would be dictated by the criminal charges and mental health of the defendant. While treatment resources will be needed for the Mental Health Treatment Provider we will also be able to work with existing programs such as Veterans Court and Drug Court to access and blend resources where available, blending resources from all of these programs in a comprehensive holistic approach to maximize the synergy that can be generated by the early identification of the defendant with mental health issues and inclusion in this program. The program will be monitored and evaluated based on the number of defendants identified and then included in the program, successful completion of diversion, reduced time of incarceration, and reduced rates of recidivism. Resulting reductions in episodes of acute illnesses, hospitalizations, unemployment, and homelessness will be tracked as well along with the significant savings to the communities, state and local governments.

Priority #3

Issue Title: Domestic Violence Unit

Issue Code: 3003020

FTE: 3.0

Rate: 146,379

Fund: General Revenue

Salaries & Benefits: \$233,337

Operations: \$12,851; \$7,965 non-recurring

Narrative:

Murders committed as acts of Domestic Violence and other violent physical acts of Domestic Violence have escalated in the 7th Circuit over recent years. Acts of Domestic Violence accounted for 25% of all homicides committed in this Circuit between 2014 and 2016 with an increase to 29% in 2017. In 2018 alone there were 9 incidents of Domestic Violence in which the victim was murdered. In addition, there were an additional 6,268 acts of violence committed during 2018 classified as acts of Domestic Violence which included rapes, aggravated assaults, and aggravated stalkings. These numbers do not include cases where there is a murder/suicide and no criminal case is brought. Due to the intimate relationship of the defendant and the victim, prosecuting domestic violence cases requires face to face interactions with the victims and a more detailed evaluation of the evidence. The continuing nature of the relationships too often lead to an escalation in violence against the victim and children in the home. The demand for immediate action and a

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focused response by this agency is critical to save lives and prevent further violence. Further, these cases often are required to be pursued without the cooperation or participation of the victim for fear of reprisal, financial dependence, and children among other reasons.

Experienced and dedicated staff assigned exclusively to the Domestic Violence Unit is crucial to the success of our agency mission. It is imperative that the prosecutors and staff assigned develop the special skill set and experience to successfully prosecute Domestic Violence cases and the unique challenges that they present.

Priority #4

Issue Title: Staffing Adjustment for Workload and Increased Judgeships

Issue Code: 3001060

FTE: 8.0

Rate: 341,181

Fund: General Revenue

Salaries & Benefits: \$554,770

Operations: \$33,180; \$21,118 non-recurring

Narrative:

A new County Court Division was funded by the 2019 Legislative session for Flagler County. It will be necessary to fund the positions requested for this agency to staff this new division. This request reflects the resources necessary to staff one newly created Court Division based on our experience and staffing models provided by the FPAA and the NDAA. This staffing model request will need to be duplicated for any new judgeships created by the 2020 Legislature. This agency does not have any excess staff to adequately cover this expansion.

Priority #5

Issue Title: Pre arrest Diversion Assistance (GLAD)

Issue Code: 3005140

FTE: 3.0

Rate: \$102,756

Salaries & Benefits: \$169,649

Operations: \$11,683; \$7,599 non-recurring

Narrative:

In 2018, this agency handled 8,325 Driving With License Suspended cases. The 7th Circuit State Attorney's Office has implemented a diversion program where we assist these offenders in getting their licenses back whenever possible. The goal in prosecuting these cases is to get the drivers licensed, insured and registered. These cases have a tremendously detrimental impact on the daily lives of those affected. Many license suspensions are the direct result of ever-cascading financial impacts that result in license suspensions. Our program is creating individualized case plans for offenders outlining the steps necessary to obtain a valid license. Upon successfully obtaining their licenses the cases are diverted.

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Priority #6

Issue Title: Florida Bar Dues

Issue Code: 4204020

Fund: General Revenue

Operations: \$23,585

Narrative:

The State Attorney's Office, Seventh Judicial Circuit, is requesting \$23,585 in General Revenue to pay for the Florida Bar dues of its Assistant State Attorneys. Membership in the Florida Bar is required in order to represent the interests of the State in circuit and county courts.

State Attorney, 8th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for All Staff

Issue Code: 4203A70

Fund: General Revenue

Rate: 328,546

Salaries and Benefits: \$409,718

Narrative:

The State Attorney's Office staff are essential to successful prosecutions. A 5% raise for all staff will assist in the retention of these professionals and their valuable experience. Many of the State's best prosecutors and support staff have left state employment to pursue careers in the private sector and in local and federal government where wages are greater than those paid by the state. Because of these losses, the experience level of those representing the citizens of this state when they are victimized by crime has decreased, and training demands have increased as State Attorneys attempt to maintain the quality of service to their constituents.

The result of this turnover throughout the State Attorneys' offices is that cases are being handled by less experienced personnel with a greater chance that criminals will not be appropriately held accountable for their crimes and that victims will not receive the justice they deserve.

This issue is for Alachua, Baker, Bradford, Gilchrist, Levy, and Union counties and impacts all our agency activities including Felony, Misdemeanor, Juvenile and Civil Cases.

Priority #2

Issue Title: Realignment of Administrative Expenditures - Add

Issue Code: 2000100

Fund: General Revenue

Salaries and Benefits: \$5,000

Narrative:

Requesting a realignment of General Revenue funding from Salary Incentive Payments to Salaries and Benefits. This issue is for Alachua, Baker, Bradford, Gilchrist, Levy, and Union counties and impacts all our agency activities including Felony, Misdemeanor, Juvenile and Civil Cases.

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Reference corresponding issue code 2000200 for the amount to delete from the Salary Incentive Payments category.

Priority #3

Issue Title: Realignment of Administrative Expenditures - Deduct

Issue Code: 2000200

Fund: General Revenue

Salary Incentive Payments: -\$5,000

Requesting a realignment of General Revenue funding from Salary Incentive Payments to Salaries and Benefits. This issue is for Alachua, Baker, Bradford, Gilchrist, Levy, and Union counties and impacts all our agency activities including Felony, Misdemeanor, Juvenile and Civil Cases.

Reference corresponding issue code 2000100 for the amount to add to the Salaries and Benefits category.

Priority #4

Issue Title: Body Camera Evidence Review

Issue Code: 5008010

FTE: 1.00

Salary Rate: 45,000

Fund: General Revenue

Salaries and Benefits: \$65,817

Operations: \$3,505; \$2,411 Non-Recurring

HR Services: \$234

In the past few years, law enforcement agencies have been moving toward body-worn cameras that record law enforcement interactions with the public and with criminal suspects. As agencies have brought more cameras online, prosecutor's offices have been inundated with videos depicting arrests, witness interviews, and crime scenes. The prosecutor's role in the criminal court system is unique. They are required by court rulings to not just advance evidence of guilt but to turn over to defendants any evidence in the possession of the prosecutor's office or the police agencies that is exculpatory in nature. When this requirement is applied to body camera videotapes, a huge new workload has been placed on prosecutors. When an arrest is made or a criminal investigation by uniformed officers takes place, there are often more than just one or two officers at the scene. While each body camera video may record substantially the same scene, because the camera travels with each individual law enforcement officer, there are differences as to what each camera records visibly and orally. Some of what is recorded may be deemed by the courts or defense attorneys to be exculpatory. Prosecutors are placed in the position of having to collect, review, and reveal to the defense all the video of any particular crime that is prosecuted. This extra workload has a substantial effect on the time spent on each individual case by our office. The review of these recordings will add hours of work to the prosecution of each case. The State Attorney, Eighth Judicial Circuit, is requesting one technology position to process the additional electronic evidence. This issue is for

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Alachua, Baker, Bradford, Gilchrist, Levy, and Union counties and impacts all our agency activities including Felony, Misdemeanor, and Juvenile Cases.

Priority #5

Issue Title: Fund Shift - Add

Issue Code: 3402960

Fund: General Revenue

Salaries and Benefits: \$119,919

Operations: \$2,990

HR Services: \$468

Narrative:

The State Attorney, Eighth Judicial Circuit received funding for its Diversion Intake Program in the FY 2019-2020 budget. This funding is intended to allow the expansion of the program into the five rural counties of the circuit to include Baker, Bradford, Gilchrist, Levy and Union Counties. Our office requests a fund shift from Revenue Trust Fund to General Revenue for this program.

Reference corresponding issue code 3402970 for the amount to delete from the SARTF fund.

Priority #6

Issue Title: Fund Shift - Deduct

Issue Code: 3402970

SARTF Salaries and Benefits: -\$119,919

SARTF Operations: -\$2,990

SARTF HR Services: -\$468

Narrative:

The State Attorney, Eighth Judicial Circuit received funding for its Diversion Intake Program in the FY 2019-2020 budget. This funding is intended to allow the expansion of the program into the five rural counties of the circuit to include Baker, Bradford, Gilchrist, Levy and Union Counties. Our office requests a fund shift from Revenue Trust Fund to General Revenue for this program.

Reference corresponding issue code 3402960 for the amount to add to the General Revenue Fund.

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Priority #7

Issue Title: Replacement Equipment – Motor Vehicles

Issue Code: 2401500

SARTF Acquisition of Motor Vehicles Category: \$90,000 non-recurring

The State Attorney, Eighth Judicial Circuit, requests the replacement of three vehicles assigned to an investigator and/or assistant state attorney for use in their assigned duties. State Attorney Investigators are certified law enforcement officers and are available 24/7 to respond to crime scenes, conduct criminal investigations, locate and transport witnesses and victims for required criminal justice appearances and to serve subpoenas. Assistant State Attorneys are required to travel for depositions and trials within the Eighth Judicial Circuit and Governors Executive Assignment cases as needed throughout the state. The State Attorney, Eighth Circuit includes Alachua, Baker, Bradford, Gilchrist, Levy, and Union counties the Eighth Circuit which encompasses 3,466 square miles. This issue impacts all our agency activities including Felony, Misdemeanor, Juvenile and Civil Cases, therefore it is critical that we have sufficient funding to provide quality public safety. The following vehicles will meet the Department of Management Services (DMS) Drop-dead Mileage Criteria for Replacement by June 30, 2020.

Year	Make	Model	VIN#	06/30/19	06/30/20
				Mileage	Mileage
2013	Dodge	Charger	2C3CDXBG8DH543770	112,055	126,821
2014	Dodge	Charger	2C3CDXBG4EH133095	104,987	122,382
2014	Ford	Taurus	1FAHP2D86EG129777	108,721	122,500

State Attorney, 9th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for All Staff

Issue Code: 4201A30

Fund: General Revenue

Rate: 347,938

Salaries & Benefits: \$405,543

Narrative:

A 5% cost of living increase is requested to assist in the retention of State Attorney support staff. The 9th Circuit is continually losing quality employees to the private sector, or to local or federal government agencies, that are able to offer higher wages for similar or less work. The loss of quality support staff directly impacts the office's ability to provide quality legal support to attorneys who are representing citizens of this circuit who are victims of crime. Likewise, 15% of our support staffers work second and third jobs in order to make ends meet, which also results in decreased productivity and efficiency due to fatigue. These support staff employees are well deserving of a 5% cost of living increase.

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Priority #2

Issue Title: Increased Support Staff

Issue Code: 3000030

Fund: General Revenue

FTE: 4.0

Rate: 121,224

Salaries & Benefits: \$195,014

Operations: \$14,020; \$9,644 non-recurring

HR Services: \$936

Narrative:

We are requesting four additional Legal Assistant III positions. Each of our legal assistants is at capacity with respect to their division workload. However, if any legal assistant takes a leave of absence for any amount of time, i.e. FMLA leave, sick leave, or vacation, there is an immediate backlog of a significant number of cases because there is not enough support staff to cover the work of the absent employee while maintaining their own workload. In our office, there are on average 5-10 absences per week. While the addition of three support staff will not completely alleviate the backlog that naturally exists with any office due to absences, it would greatly assist with keeping assistant workloads at manageable levels to minimize the risk of cases being adversely impacted by backlogs.

Priority #3

Issue Title: State Attorney Workload

Issue Code: 3001250

Fund: General Revenue

FTE: 13.0

Rate: 650,000

Salaries & Benefits: \$1,056,406

Operations: \$60,749; \$36,101 non-recurring;

HR Services: \$3,042

Narrative:

Requesting thirteen (13.00) Assistant State Attorney's for the Felony and County Court Units due to the large caseload per Assistant State Attorney. Currently, there are thirty-nine (39.00) felony attorneys who are handling caseloads that range from 200 - 300 cases per attorney. There are currently fifteen (15.00) county attorneys who are also handling caseloads that range from 200-300 cases per attorney. While our attorneys do the best job they can, the high volume of cases per attorney creates an unreasonable burden on each attorney. The thirteen (13.00) additional attorney positions will allow us to redistribute those cases to additional Assistant State Attorneys. This will lower the caseload per attorney, increase the effectiveness of the prosecution and provide victims of crime with prosecutors who have the ability to spend the time and resources necessary to achieve successful prosecutions.

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Priority #4

Issue Title: Body Camera Evidence Review

Issue Code: 5008010

Fund: General Revenue

FTE: 3.0

Rate: 96,408

Salaries & Benefits: \$152,635

Operations: \$10,515; \$7,233 non-recurring

HR Services: \$702

Narrative:

Law enforcement agencies are currently utilizing more body-worn cameras that record law enforcement interactions with the public and with criminal suspects. As agencies have brought more cameras online, prosecutor's offices have been inundated with videos depicting arrests, witness interviews, and crime scenes.

The prosecutor's role in the criminal court system is unique. They are required by court rulings to not just advance evidence of guilt but to turn over to defendants any evidence in the possession of the prosecutor's office or the police agencies that is exculpatory in nature. When this requirement is applied to body camera videotapes, a huge new workload has been placed on prosecutors.

Many agencies simply provide the State Attorney with a link to view all the videos on each case. It is left to the prosecutor to review each video-minute by minute to identify what portions are relevant to the prosecution of the case. These same agencies expect the State Attorney to download these massive video files into a case management system that can replicate the video for presentation at trial. There are no laws or rules requiring the agencies with Body Cameras to log the times and video feed that the officer deems relevant to the arrest so the only eyes on these videos are of the prosecutor.

Prosecutors are placed in the position of having to collect, review, and reveal to the defense all of the videos of any particular crime that is prosecuted. This extra workload has a substantial effect on the time spent on each individual case by the prosecutor. The review of these recordings adds hours of work to the prosecution of each case.

In addition to Body Cameras, the Florida Highway Patrol and other police agencies have added more Dash Cameras to their vehicles. Prosecutors are now expected to review 5 different dash cameras per FHP patrol car for each case. The relevant portions of these videos again are not identified by law enforcement so all 5 camera views must be reviewed by the prosecutor when filing the case and preparing for trial.

In sum, prosecutors are placed in the position of having to collect, review, and reveal to the defense all of the videos of any particular crime that is prosecuted. This extra workload has a substantial effect on the time spent on each individual case by the prosecutor. The review of these recordings will add hours of work to the prosecution of each case.

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State Attorney, 10th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for All Staff

Issue Code: 4201A30

Fund: General Revenue

Rate: 609,532

Salaries & Benefits: \$776,030

Narrative:

The State Attorney's Office, 10th Circuit is proposing a 5% cost of living adjustment for all employees. The purpose of which is to promote public safety through the retention of staff essential to the effective and efficient operation of the criminal justice system. This represents the statewide continued effort to work together to keep quality employees working for the safety of the people of Florida.

The estimate for this cost will be \$776,030 (\$609,532 salary + \$166,498 benefits) for the employees in the Tenth Circuit State Attorney's Office.

Priority #2

Issue Title: Public Records Request Workload

Issue Code: 3009700

FTE: 2.0

Rate: \$115,000

Fund: General Revenue

Salaries and Benefits: \$173,699

Operations: \$8,646; \$5,554 non-recurring

Human Resource Services: \$468

Narrative:

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. Every document requested under FS 119 has to be reviewed by an experienced assistant state attorney and records custodian who are educated and trained in state statute and administrative procedures. The job can no longer be done by filing clerks. Case files, such as homicide case files can contain hundreds of thousands of individual pages of documents and records. Information, such as social security numbers and other identifiers are exempt from disclosure. Information about sexual abuse victims, and in some instances domestic violence victims, has to be redacted. Information about confidential informants and all law enforcement officers' personal information must be exempted. Some financial information is exempt from public disclosure and must be redacted. Certain information about prosecutors and staff are also confidential and must be redacted from administrative documents and personnel files. Reviewing any of these documents and others not listed can literally take weeks to review. With an increase in Public Records requests from special interest groups and inmates in State prisons, the workload demanded upon this Office can no longer be performed by existing

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staff. There is no option of not complying with these records request, as it is state law to do so. State law also mandates that such reviews be done in a very timely manner. Delaying review because of a lack of staff is not acceptable, according to court rulings.

Priority #3

Issue Title: Information Technology Multimedia For Courtroom

Issue Code: 36280C0

FTE: 1.0

Rate: \$35,015

Fund: General Revenue

Salaries and Benefits: \$54,223

Operations; \$3,973; \$2,777 non-recurring

HR Services: \$234

Narrative:

The State Attorney's Office has had a top-notch media department that has made an impact on criminal trials. By using technology in the courtroom that converts evidence videos from a multitude of formats for viewing during trial it has made the attorneys work easier by having a specialist on board. Large screen televisions, laptops, and other equipment help the jury examine evidence and see the smallest details in pictures and video.

With many new attorneys coming up the ranks and handling the capital cases, these attorneys are more apt to use technology in the courtroom. An additional FTE is needed to keep up with the workload which at this time consists of only one FTE. It is important that this office use all resources to prosecute criminals to the best of our ability and continue to look for new ways to assist our attorneys with technology.

State Attorney, 11th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for All Staff

Issue Code: 4230A70

Rate: \$2,728,223

Fund: GR, GDTF, SART, CSTF

Categories (Amounts):

General Revenue Salaries and Benefits: \$2,196,358

GDTF Salaries and Benefits: \$36,881

SART Salaries and Benefits: \$200,664

CSTF Salaries and Benefits: \$909,069

Narrative:

The State Attorney's Offices throughout the state are continually losing quality employees to the private sector, or to local or federal government agencies, that offer higher wages for similar or less work. In Fiscal Year 2018-19, 195 attorney and non-attorney staff left our office for better opportunities, an office-wide turnover rate of 23%. Many of our staff work second and third jobs to make ends meet and many with families qualify for and receive government assistance such as Food Stamps. State employees are well deserving of a 5% increase.

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Priority #2

Issue Title: Competitive Area Differential - ASA

Issue Code: 4200A60

Rate: \$2,808,000

Fund: GR, GDTF, CSTF

Categories (Amounts):

General Revenue Salaries and Benefits: \$2,842,634

GDTF Salaries and Benefits: \$204,443

CSTF Salaries and Benefits: \$213,573

Narrative:

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 government agencies for qualified legal professionals. A Competitive Area Differential (CAD) is needed to reduce the annual Assistant State Attorney turnover. The Assistant State Attorney turnover rate for 2018-19 was 33%. This rate of annual turnover requires that we hire a "medium-sized law firm" every year, which required us to hire and train 57 new attorneys in the Fall of 2019.

Priority #3

Issue Title: Competitive Area Differential – Support Staff

Issue Code: 4200A10

Rate: \$2,935,000

Fund: GR, GDTF, CSTF

Categories (Amounts):

General Revenue Salaries and Benefits: \$2,675,376

GDTF Salaries and Benefits: \$463,505

CSTF Salaries and Benefits: \$269,242

Narrative:

It is essential that we establish a competitive position within the job market to recruit and retain vital employees that are high quality and susceptible to recruitment by other employers and local government. The substantial difference in the cost of living across counties severely impacts our operations and the amount of training required because we cannot compete with other local government agencies and the private sector. Recognizing that comparative area differentials (CAD) have been approved for other state agencies in Miami-Dade County, an adjustment is requested to implement a CAD for support staff.

Priority #4

Issue Title: Body Camera Evidence Review

Issue Code: 5008010

Rate: \$473,990

FTE: 12.0

Fund: General Revenue

Salaries and Benefits: \$807,426

Operations: \$50,940; \$32,592 non-recurring

Human Res: \$2,808

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Narrative:

The prosecutorial role in the criminal court system is unique in that we are required by court rulings to not only advance evidence of guilt but to turn over to defendants any evidence in the possession of our office or the police agencies that is exculpatory in nature. When this requirement is applied to body camera video, a huge new workload is placed on prosecutors. This significant extra workload has a substantial effect on the time spent on each individual case both for support staff and prosecutors. Based on the additional workload required to review body-worn camera video evidence, a minimum of twelve (12) full-time employees, including six prosecutors, four Paralegal II, and two Legal Secretary II are required.

Priority #5

Issue Title: Rental Space Requirements

Issue Code: 4201700

Fund: CSTF

Operations: \$229,959

Narrative:

The State Attorney's Office, 11th Judicial Circuit, provides Child Support Program services in Miami-Dade County pursuant to a cost-reimbursable contract with the Florida Department of Revenue. This issue addresses the office space lease cost increase from fiscal year 2011-2012 to fiscal year 2020-21. The amount requested as a result of annual lease increases is \$229,959. The Department of Revenue will mirror this issue in their Legislative Budget Request, Issue Code: 4400160 - Miami-Dade Rent Increase.

State Attorney, 12th Judicial Circuit

Priority #1

Issue Title: FPAA Issue – Cost of Living Adjustment for All Staff

Issue Code: 4203A70

Rate: \$459,914

Fund: General Revenue

Salaries and Benefits= \$583,644

Narrative:

This issue represents the State Attorney's Office – 12th Judicial Circuit's efforts to provide a 5% cost of living increase to support the retention of employees of the State of Florida. The purpose, of which, is to promote public safety through the retention of staff. Experienced employees are essential to the effective and efficient operation of the criminal justice system. This Issue represents our Office's continuing efforts to work together to keep these experienced, quality employees working for the safety of the people of Florida.

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Priority #2

Issue Title: Staffing Adjustment for Increased Criminal Judges

Issue Code: 3001060

FTE: 8

Rate: \$307,134

Fund: General Revenue

Salaries and Benefits: \$509,606

Operations: \$33,880; \$21,118 non-recurring

HR Services: \$1,872

Narrative:

Last legislative session Circuit 12 was identified as needing an additional circuit court judgeship. The allocation of this judgeship in the 2019 session will result in another circuit court crossover position that will handle matters related to criminal, dependency, and delinquency as set forth by the Circuit's Chief Judge. This will require a corresponding allocation of two (2) staff and equipment to handle the additional judgeship.

Additionally, positions are needed to staff four criminal divisions created by the Chief Judge in the 12th Circuit. These divisions were created as a result of judges on the civil bench being reassigned to four new criminal divisions, two in Sarasota County and two in Manatee County. The shift of judges to criminal cases has caused a shortage of the six (6) staff needed to properly manage the new divisions/courtrooms.

Priority #3

Issue Title: Special Victims Unit – Crimes Against Children

Issue Code: 3000710

FTE: 4

Rate: \$202,756

Fund: General Revenue

Salaries and Benefits: \$317,458

Operations: \$16,356; \$10,376 non-recurring

HR Services: \$936

Narrative:

This unit is necessary to address sex crimes against minors and children being killed by intentional physical harm. This unit will segregate these highly specialized cases from general case distribution allow them to be handled by attorneys with the experience and the appropriate specialized training necessary to understand all legal aspects of these case types, including addressing the requirements of the Jessica Lunsford Act.

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Priority #4

Issue Title: Investigative Support Services

Issue Code: 3000620

FTE: 2

Rate: \$85,650

Fund: General Revenue

Salaries and Benefits: \$141,150

Operations: \$7,946; \$5,554 non-recurring

HR Services: \$468

Narrative:

These positions are necessary for investigation services for our circuit. Investigators are sworn law enforcement officers who are responsible for the investigative and logistical support to Assistant State Attorneys in their preparation and prosecution of criminal cases; they initiate, conduct, and coordinate investigations. Additionally, these officers are involved in major investigations through multiagency task forces and assist local law enforcement upon request. It is necessary to have an investigator serve our Sarasota County office and one to serve our DeSoto County office.

Priority #5

Issue Title: Domestic Violence Unit

Issue Code: 3003020

FTE: 6

Rate: \$224,756

Fund: General Revenue

Salaries and Benefits: \$376,164

Operations: \$25,702; \$15,930 non-recurring

HR Services: \$1,404

Narrative:

Florida Statute 741.2901 mandates that each State Attorney shall develop special units or assign prosecutors to specialize in the prosecution of Domestic Violence cases. It is the intent of the Legislature that this will provide greater protection to the victims of domestic violence and better accountability for perpetrators.

Priority #6

Issue Title: Attorney Training Coordinators

Issue Code: 3800240

FTE: 2

Salary Rate: \$130,000

Fund: General Revenue

Salaries and Benefits: \$202,454

Operations: \$9,346; \$5,554 non-recurring

HR Services: \$468

Narrative:

New attorneys need the training to develop skills as trial attorneys and to understand and use the tools of the case management system. Having a skilled, experienced attorney as a trainer will

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develop the attorneys to the level where they need to be to be fully ready to handle Felony cases when needed.

Priority #7

Issue Title: Prosecution of Human Trafficking Crimes

Issue Code: 3009950

FTE: 4

Rate: \$182,756

Fund: General Revenue

Salaries and Benefits: \$290,838

Operations: \$16,356; \$10,376 non-recurring

HR Services: \$936

Narrative:

Human Trafficking has recently been so evident in South Florida. Human trafficking predators are not only targeting young adults and teens from other countries but American runaways and homeless children as well. Although new legislation creates a strong tool for the prosecution of such cases, the key is a team of experienced personnel to work with the victim in securing their safety and their trust; to work with law enforcement during the investigation to create a strong and prosecutable case and finally to work in the courtrooms to seek justice and to be the legal voice of these young victims.

The Judiciary in our circuit has created TYLA (Turn Your Life Around) Court to help address these issues. The TYLA initiative is a Selah Freedom Organization partnership with law enforcement and is aligned with the State Attorney's Office and the Court serving as a solution to sex trafficking and exploitation in our communities.

Priority #8

Issue Title: Replacement of Motor Vehicles

Issue Code: 2401500

Fund: SARTF

Acquisition of Motor Vehicles: \$58,000

Narrative:

Reliable, cost-efficient transportation of Assistant State Attorneys, investigators and victim/witness advocates to and from four different offices in three different counties.

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State Attorney, 13th Judicial Circuit

Priority #1

Issue Title: 5% Cost of Living Increase for Support Staff

Issue Code: 4201A30

Fund: General Revenue

Rate: \$364,252

Salaries and Benefits: \$424,927

This issue represents the Florida Prosecuting Attorneys Association's effort to provide a salary adjustment for retention of all support staff job classes. In order to maintain the effective, consistent, and productive legal support staff necessary for the successful operation of a prosecutor's office, it is essential to hire and retain qualified employees. This issue represents the continuing efforts of prosecutors to work together to keep experienced, quality employees working for the safety of the people of Florida. The funds shall be allocated proportionately among the State Attorneys offices based upon the number of filled staff positions in all support staff job classes.

The calculation for the 13th Judicial Circuit is as follows:

5% Increase:	\$364,251.60
7.65% Payroll Tax (SS 6.2%; Medicare 1.45%):	\$ 27,865.25
Support Retirement Contribution Rate:	\$ 32,809.52
Total Recurring General Revenue Requested:	\$424,926.37

This issue is for Hillsborough County.

This issue supports all State Attorney activities.

State Attorney, 14th Judicial Circuit

Priority #1

Issue Title: Cost Of Living Adjustment For All Staff

Issue Code:: 4203A70

Rate: 280,015

Fund: General Revenue

Salaries & Benefits: \$358,475

Narrative:

The Florida Prosecuting Attorneys Association (FPAA) is proposing a 5% cost of living adjustment for all State Attorney's Office employees. The estimate for the cost for the Fourteenth Circuit State Attorney's Office is \$358,475.

The State Attorney's Office, Fourteenth Judicial Circuit, staff are essential to successful prosecutions. Whether it is in the JAC budget or elsewhere, it is the Fourteenth Circuit State Attorney's number one priority. The purpose is to promote public safety through the retention of staff essential to the effective and efficient operation of the criminal justice system and to keep experienced, quality employees working for the safety of the People of Florida. A 5% cost of living

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adjustment for all staff will assist in the retention of these professionals and their valuable experience.

Based on the July 24, 2019 rate report, total staff salary rate for all employees is \$5,600,291 x 5% = \$280,015. The additional costs for associated benefits (payroll tax and retirement contributions) are \$78,461. This is a total of \$358,475.

Priority #2

Issue Title: Special Prosecution Unit For Construction Fraud

Issue Code:: 5001100

FTE: 2.0

Rate: \$110,000

Fund: General Revenue

Salaries & Benefits: \$174,699

Operations \$8,646; \$5,554 non-recurring

HR Services: \$468

Narrative:

On October 10, 2018, Panama City, the largest city and the seat of the Fourteenth Judicial Circuit, was hit by a catastrophic Category 5 hurricane, Hurricane Michael. A significant number of homes and businesses were damaged or destroyed. Almost immediately, unlicensed and unscrupulous contractors flooded Panama City and the surrounding areas in the Fourteenth Judicial Circuit. In November 2018, the State Attorney's Office, Fourteenth Judicial Circuit, in conjunction with several Sheriffs of the Fourteenth Judicial Circuit, the Department of Business and Professional Regulation, and local municipal building inspectors established a Construction Fraud Task Force. This task force is a special investigative and prosecution unit aggressively pursuing those who would defraud hurricane victims. Rebuilding in the Fourteenth Circuit will take many years. An experienced Assistant State Attorney and an experienced Investigator II are needed to staff this unit.

Priority #3

Issue Title: Maximize Use Of Trust Fund For Operating Expenditures

Issue Code:: 4300250

Fund: State Attorney Revenue Trust Fund

Operations: \$71,500; \$71,500 non-recurring

Narrative:

The State Attorney's Office, Fourteenth Judicial Circuit, requests \$71,500 in State Attorney Revenue Trust Fund budget authority for the purchase of a building generator. Hurricane Michael, a Category 5 hurricane, struck the Panama City area on October 10, 2018. The Panama City office is the largest of the Fourteenth Judicial Circuit State Attorney's Office's offices and houses computer servers that power the computer network and case management software for the entire six-county circuit. Continued issues with the power grid in downtown Panama City, as well as ongoing construction and utility work in the area, have resulted in frequent power surges and outages. Each time a power outage occurs, IT staff have to power down the servers to prevent loss of data and equipment. Powering the servers back up when the power is restored takes several

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hours, resulting in a loss of working capability. The State Attorney's Office, Fourteenth Judicial Circuit, has included a building generator in its 2019-2020 county budget request, but the budget has not been approved and it is unclear whether the county will have sufficient funding to cover this expense, given the significant expenses it is dealing with from the hurricane. The county facilities manager provided an estimate of \$65,000 based upon a similar project at another local building. Ten percent has been added to that figure to account for unexpected contingencies, resulting in a total of \$71,500. This building generator will also benefit the Fourteenth Judicial Circuit Public Defender's Office, whose Panama City office is housed in the same building.

State Attorney, 15th Judicial Circuit

Priority #1

Issue Title: Cost Of Living Adjustment For All Staff

Issue Code: 4203A700

Fund: General Revenue

Rate: 842,543

Salaries and Benefits: \$1,060,201

Narrative:

A five percent cost-of-living increase is requested to assist in the retention of State Attorney support staff. There has not been a cost of living increase for these employees since FY 2006-07. Even the small increases given in FY 2013-14 and FY 17-18 were in most cases less than the amount that state employees were required to contribute annually to their retirement plans beginning in 2011. In addition to this 5% COLA for support staff, the office is requesting an across the board COLA 5% increase for all employees.

The legislature has been very generous in pay increases to help State Attorneys to compete in the attorney and investigator markets. The additional COLA increase will assist in bringing these employees closer to other local and state agencies positions.

This is the number one priority.

Priority #2

Issue Title: Support Staff Salary Adjustment

Issue Code: 4201A30

Fund: General Revenue

Rate: 362,457

Salaries and Benefits: \$423,670

Narrative:

A five percent cost-of-living increase is requested to assist in the retention of State Attorney support staff. There has not been a cost of living increase for these employees since FY 2006-07. Even the small increases given in FY 2013-14 and FY 17-18 were in most cases less than the amount

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that state employees were required to contribute annually to their retirement plans beginning in 2011.

As a result of this wage stagnation, many of the State's best legal secretaries and victim-witness counselors have left state employment to pursue careers in the private sector and in local and federal government where wages are more than those paid by the state. Because of these losses, the experience level of those who support the attorneys representing the citizens of this state when they are victimized by crime has decreased, and training demands have increased as State Attorneys attempt to maintain the quality of service to their constituents.

Priority #3

Issue Title: Victim Rights Compliance

Issue Code: 42000020

FTE: 4.0

Rate: 139,134

Fund: General Revenue

Salaries and Benefits: \$227,152

Operations: \$15,188; \$10,010 non-recurring

HR Services: \$936

Narrative:

State Attorney 15th Circuit strongly supports the intent of Constitutional Amendment 6-Victim Rights and is working to restructure the office to create a Victim's Rights Unit. The areas of this request focus on the constitutional requirement to give victims input in Bond decisions at First Appearances, notification of all hearings, notification of all rights and the logging of what rights each victim will be requesting. The team will work more flexible hours to ensure that victims who work outside the home can be contacted at night or on weekends to ensure proper attempts at notification.

This team will take on the initial notification and exercise of victim rights before the case is assigned to a specific ASA. The Assistant State Attorneys will handle the victim calls for all divisions and cases. They will triage the questions and concerns that are not too case-specific. The Victim Witness Counselors will set up a system to notify victims of their rights, explain the rights and to receive the victim's request to exercise specific rights. The Intake clerks will transfer all this new information into case management system. The focus of this unit will be ALL VICTIMS in all criminal divisions.

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Priority #4

Issue Title: Body Camera Evidence Review

Issue Code: 5008010

FTE: 3.0

Salary Rate: 83,838

Fund: General Revenue

Salaries and Benefits: \$138,038

Operations: 10,515; \$7,233 non-recurring

HR Services: \$702

Narrative:

In FY 2019-20, State Attorney-15 received an appropriation for workload for this issue totaling approximately \$65,000. That money went toward the addition of one attorney assigned to case intake. This unit is the first to view all body and dash cameras in their determination of whether or not to file a case. This issue code is to address the other staff that are necessary to support this added workload.

Many agencies simply provide the State Attorney with a link to view all the videos on each case. It is left to the prosecutor to review each video-minute by minute to identify what portions are relevant to the prosecution of the case. The Paralegal Specialists will be trained to review the videos that are too voluminous for the assigned attorney to view and to provide a brief scenario for each video.

Using last fiscal year's caseload as an example the Circuit 15-State Attorney's felony division alone reviewed 13,000 cases last fiscal year. If each case includes at least one video estimating 30 minutes per video that is 6,500 additional hours for basically a third of the cases in this office.

This is the 3rd priority as we move to FY 20-21 as more law enforcement agencies are moving the review and collection of evidence from their purview to that of the State Attorneys.

Priority #5

Issue Title: Workload - Public Records

Issue Code: 3009700

FTE: 2.0

Rate: 86,379

Fund: General Revenue

Salaries and Benefits: \$138,765

Operations: \$8,178; \$5,188 non-recurring

HR Services: \$468

Narrative:

The Legislature has assigned a 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.

In FY 19/20 State Attorney -15 was appropriated approx. \$65,000 toward this issue code and the office hired a Media Specialist to start the video redaction process. This issue code requests the

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Assistant State Attorney who has specialized knowledge for FS 119 as well as a Legal Secretary to assist in corresponding with the requestors and determining the costs associated with the request.

Priority #6

Issue Title: Spec Pros Unit For Veterans

Issue Code: 3004500

FTE: 2.0

Rate: 86,379

Fund: General Revenue

Salaries and Benefits: \$138,765

Operations: \$8,178; \$5,188 non-recurring

HR Services: \$468

Narrative:

SAO15 is an integral party to the special court division for Veterans. This assignment requires an Assistant State Attorney who understands how to handle misdemeanors, traffic, and felony offenses. The attorney will work with law enforcement, the veterans' hospital personnel, social workers and defense attorneys to ensure that criminal offenses are addressed justly while still taking into consideration the special needs of returning veterans. The Legal Secretary is needed to major the case files and data entry into the case management system for required data transparency.

Priority #7

Issue Title: Investigation And Prosecution Of Human Trafficking Crimes

Issue Code: 3009950

FTE: 2.0

Rate: 84,907

Fund: General Revenue

Salaries and Benefits: \$135,673

Operations: \$7,478; \$5,188 non-recurring

HR Services: \$468

Salary Incentive Payments: \$1,560

Narrative:

The first phase in the creation of a Human Trafficking Unit was an Assistant State Attorney position funded by the legislature in FY 16/17. Now as that Attorney is working side by side with various law enforcement task forces and developing cases, there is a need for the support of an investigator and specialized Legal secretary. The addition of an investigator will also require an increase for the Salary Incentive fund

Although new legislation creates a strong tool for the prosecution of such cases the key is a team of experienced personnel to work with the victim in securing their safety and their trust; to work with law enforcement during the investigation to create a strong and prosecutable case and finally to work in the courtrooms to seek justice and to be the legal voice of these young victims.

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State Attorney, 16th Judicial Circuit

Priority #1

Issue Title: Cost Of Living Adjustment For All Staff

Issue Code: 4203A700

Fund: General Revenue

Rate: 170,981

Salaries and Benefits: \$218,382

Narrative:

Monroe County has the highest cost of living in the State. Many state agencies provide a supplement for employees in the county. Last year the state raised the starting salaries of attorneys to \$50,000, but this circuit did not benefit since our starting salary was already \$53,500. Our attorneys were the only attorneys in the state who received no raise. It is very difficult to attract and retain employees who can work for the county and other governmental agencies at a higher salary. Many of our employees work second jobs to make ends meet. Our dedicated staff deserves a raise.

Priority #2

Issue Title: Body Cam Evidence Review

Issue Code: 5008010

Fund: General Revenue

Rate: 26,379

FTE: 1.0

Salaries and Benefits: \$44,193

Operations: \$3,973; \$2,777 non-recurring

HR Services: \$234

Narrative:

In the last few years, law enforcement agencies have started using body-worn cameras that record law enforcement interactions with the public and with criminal suspects. As agencies have brought more cameras online, prosecutors' offices have been inundated with videos depicting arrests, witness interviews, and crime scenes. Prosecutors are placed in the position of having to collect, review, and reveal to the defense all of the videos of any particular crime that is prosecuted. This extra workload has a substantial effect on the time spent on each individual case by the prosecutor. While we received some monies this year to help with the workload, the amount of work far outstrips even the additional monies. The review of these recordings will add hours of work to the prosecution of each case.

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Priority #3

Issue Title: Public Records Request Workload

Issue Code: 3009700
 Fund: General Revenue
 Rate: 76,379
 FTE: 2.0
 Salaries and Benefits: \$125,455
 Operations: \$8,646; \$5,554 non-recurring
 HR Services: \$468
 Narrative:

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.

State Attorney, 17th Judicial Circuit

Priority #1

Issue Title: Extraordinary Multi-Victim Homicide Investigation & Prosecution

Issue Code: 3009910
 Rate: 854,329
 FTE: 15.0
 Fund: General Revenue
 Salaries & Benefits: \$1,273,856
 Operations: \$57,015; \$37,995 non-recurring
 HR Services: \$3,510
 Narrative:

The tragic deaths of 17 students and faculty on February 14, 2018, at the Marjory Stoneman Douglas High School was one of the worst mass shootings in the history of the United States. The State Attorney's Office, 17th Circuit must ensure justice is served for the many victims, the survivors and the families. But in order to do so effectively, SA17 needs experienced prosecutors, investigators and specialists to be assigned to this case.

The State Attorney's Office will need to dedicate 3 senior-level Assistant State Attorneys and 2 investigators, as well as several other specialists to work exclusively on this case. Additional funds in the amount of \$500,000 are needed for the due process costs associated with the MSD case. This increase is requested under issue code 3000040 in the Justice Administrative's Legislative Budget Request.

Total Request for salaries and benefits of additional prosecutors, investigators, counselors, and other specialists:

TITLE	ANNUAL TOTAL With BENEFITS	#POSITIONS	TOTAL POSITIONS
Assistant State Attorney	\$151,805	3	\$455,416
Multimedia Specialist II	\$68,439	1	\$68,439
Investigator IV	\$101,454	2	\$202,909

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Legal Asst/Secretary III	\$60,207	3	\$180,622
Victim Witness Counselor II	\$61,078	6	\$366,470
GRAND TOTAL:		15	\$1,273,856

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor, and juvenile prosecution.

Priority #2

Issue Title: Cost of Living Adjustment for all Staff

Issue Code: 4203A70

Fund: General Revenue

Rate: 1,242,778

Salaries & Benefits: \$1,576,513

Narrative:

The State Attorney's Office staff, including Assistant State Attorneys, Investigators, and all support staff, are essential to the successful fulfillment of our mission to seek justice in all cases presented to the State Attorney's Office. A 5% raise for all staff will assist in the retention of these professionals and their valuable experience.

This issue is in support of all State Attorney Activities.

July 2019 Rate for 474.35 filled positions: 24,855,552

	FTE	ANNUAL RATE	5% COLA	FICA	RETIREMENT RATE	TOTAL
ALL STAFF	474.35	23,855,552	1,242,778	95,072	238,663	1,576,513

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor, and juvenile prosecution.

Priority #3

Issue Title: 5% Cost Of Living Increase For Support Staff

Issue Code: 42031A30

Fund: General Revenue

Rate: 427,592

Salaries & Benefits: \$499,644

Narrative:

A five percent cost-of-living increase is requested to support the retention of state employees.

Legal Assistants, secretaries, clerks, and other support staff have not received a cost of living or legislative increase in over 7 years (FY13-14), and are having serious difficulty with the high cost of living in Broward County, Florida, with many carrying second and third jobs to make ends meet. These support staff employees are well deserving of a 5% increase.

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July 2019 Rate for 241.1 filled positions: 8,551,824
5% Increase 427,592
Payroll Tax (.0765) & Retirement (.0847): \$32,711 + \$39,342
5% Increase + Payroll Tax + Retirement = \$499,644

LINK TO AGENCY ACTIVITIES: Felony, Misdemeanor, and Juvenile Prosecution, and Civil Matters.

State Attorney, 18th Judicial Circuit

Priority #1

Issue Title: Cost of Living Adjustment for All Staff

Issue Code: 4203A70
Rate: 681,568
Fund: General Revenue
Salaries & Benefits: \$864,320
Narrative:

The State Attorney's Office staff are essential to successful prosecutions. A 5% raise for all staff will assist in the retention of these professionals and their valuable experience. This issue is in support of staff in Brevard and Seminole Counties.

Priority #2

Issue Title: Veterans & Mental Health Diversion Program

Issue Code: 3004600
FTE: 4.0
Rate: 170,000
Fund: General Revenue
Salaries & Benefits: \$274,328
Operations: \$16,356; \$10,376 non-recurring
HR Services: \$936
Narrative:

According to the US Department of Veterans Affairs, Florida has the third-largest veteran population in the country (behind Texas and California). Additionally, 25.85% of Florida's veteran population resides in the Eighteenth Judicial Circuit, Brevard and Seminole Counties. The State Attorney's Office has created a specialized prosecution diversion program to evaluate and provide services to veterans in need of special assistance. This program requires a more experienced Assistant State Attorney to consider the circumstances and suitability for diversion, legal support staff, and collaboration with other public and private agencies offering veterans and mental health services. This issue is in support of staff in Brevard and Seminole Counties.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Priority #3

Issue Title: Replacement Equipment - Motor Vehicles

Issue Code: 2401500

Fund: State Attorney Revenue Trust Fund

Acquisition of Motor Vehicles: \$90,000; \$90,000 non-recurring

Narrative:

The State Attorney's Office, 18th Judicial Circuit, is requesting budget authority to replace the following vehicles.

<u>Year</u>	<u>Make/Model</u>	<u>Identification Number</u>	<u>Mileage</u>	<u>As Of</u>
2011	Chevrolet Impala	2G1WF5EKXB1151234	100,363	8/06/2019
2013	Chevrolet Impala	2G1WFSE31D1105920	110,329	8/06/2019
2015	Chevrolet Impala	2G1W5E28F1122666	98,345	8/06/2019

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. The vehicles listed for replacement were purchased with state funds and meet the state guidelines for replacement. Total requested dollars was determined based on the price of prior year vehicle purchases and allowing for anticipated inflation.

We are requesting one vehicle to be replaced with an SUV. The SUV will provide greater versatility in moving equipment, materials, and staff around the Eighteenth Judicial Circuit and the State of Florida. The SUV will be able to accommodate staff members and luggage traveling during assignments and the supplies and equipment needed for community outreach events. The vehicle may also be utilized by the Investigative Division for training and other purposes as needed.

Motor vehicles are used by Investigators and Assistant State Attorneys for agencies activities; Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution, and Civil Action Services.

State Attorney, 19th Judicial Circuit

Priority #1

Issue Title: Cost of Living Increase for all Staff

Issue Code: 4203A70

Fund: General Revenue

Rate: 442,953

Salaries & Benefits: \$553,231

Narrative:

It is important for the proper functioning of the State Attorney's Office to have AND maintain a qualified staff of paralegals, secretaries, investigators, attorneys, and other support staff. This Cost of Living Increase will help us to retain the experienced and well-trained staff necessary for the quality of representation that is afforded the citizens and victims of crime in this circuit.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Priority #2

Issue Title: Addition of Specialty Courts Division

Issue Code: 3001540

Fund: General Revenue

FTE: 5.0

Rate: 172,823

Salaries & Benefits: \$287,772

Operations: \$20,329; \$13,153 non-recurring

HR Services: \$1,170

Narrative:

With additional Specialty courts being added in the four counties in our circuit, our resources have been stretched, and we require additional staff and funding to handle these cases.

Priority #3

Issue Title: Replacement of Motor Vehicles

Issue Code: 2401500

Fund: General Revenue

Acquisition of Motor Vehicles: \$150,000; \$150,000 non-recurring

Narrative:

We are requesting General Revenue dollars to replace six (6) vehicles currently driven by employees in this circuit for use in their assigned duties. Five of these vehicles currently have mileage in excess of 120,000 miles and one of these vehicles meets the "Drop-dead Value" on age alone.

State Attorney, 20th Judicial Circuit

Priority #1

Issue Title: Cost Of Living Adjustment All Staff

Issue Code: 4203A70

Fund: General Revenue

Rate: 761,059

Salaries and Benefits: \$969,325

Narrative:

The #1 priority for the State Attorney's Office is a 5% cost of living increase for staff members. This salary increase will have many positive effects on our agency including but not limited to: reducing staff turnover, increasing staff retention and making our agency more competitive for recruitment. Retaining professional staff and the valuable knowledge they have attained is key to the successful prosecution efforts of our agency.

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PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Priority #2

Issue Title: Career Criminal

Issue Code: 3009620

FTE: 3.00

Rate: \$192,000

Fund: General Revenue

Salaries and Benefits: \$298,551

Operations: \$13,319; \$8,331 non-recurring

HR Services: \$702

Narrative:

A substantial and disproportionate number of serious and violent crimes are committed in our community by a relatively small number of repeat, felony offenders called career criminals. This specialized unit would focus solely on these criminals to designate them as career criminals and prosecute them to protect the members of our community.

Priority #3

Issue Title: Public Records Workload

Issue Code: 3009700

FTE: 2.00

Rate: \$85,000

Fund: General Revenue

Salaries and Benefits: \$135,467

Operations: \$8,646; \$5,554 non-recurring

HR Services: \$468

Narrative:

Marsy's Law has had a direct effect on our public records division. To handle the intricacy of this law with regards to public records, we require additional staff.

Priority #4

Issue Title: Human Trafficking

Issue Code: 3009950

FTE: 3.00

Rate: \$142,000

Fund: General Revenue

Salaries and Benefits: \$226,608

Operations: \$33,683; \$29,599 non-recurring

HR Services: \$702

Narrative:

Human trafficking in our circuit has increased significantly. These cases are complex and require specialized knowledge of the laws and how to apply them to these cases. Due to the increased

**SCHEDULE VIII
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workload, we are requesting specialized additional personnel to handle the multifaceted human trafficking cases.

Priority #5

Issue Title: Replacement Equipment - Motor Vehicles

Issue Code: 2401500

Fund: State Attorney Revenue Trust Fund

Acquisition of Motor Vehicles: \$60,000

Being the largest geographic circuit in the state of Florida, transportation is key to completing our prosecution function. By June 30, 2021, our agency will have two vehicles that will exceed the state criteria for replacement. Further extension of usage will escalate repair cost, through general revenue, and create safety issues for staff and citizens.

Priority #6

Issue Title: Staffing Adjustment For Workload & Increased Judgeships

Issue Code: 3001060

FTE: 2.00

Rate: \$76,378

Fund: General Revenue

Salaries and Benefits: \$125,454

Operations: \$8,178; \$5,188 non-recurring

HR Services: \$468

Narrative:

There is a direct correlation between the number of Judges and the number of Assistant State Attorneys and support staff that are needed to meet these judicial tracks. With increased Judgeship, there will be a need for increased ASA staffing.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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PUBLIC DEFENDER FISCAL YEAR 2020-2021 BUDGET ISSUE PRIORITIES ARE AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC (FPDA).

TRIAL AND APPELLATE BUDGET ENTITIES PRIORITIES (# 1 – # 4):

1. Increase in General Revenue (GR) of \$2,359,153.80 for APD Salary and Benefits Adjustment - Issue Code # 4205A40.

To address the compression issue generated by the mandated salary increase for entry level Assistant Public Defenders (APDs) from \$39,084 to \$50,000. Public Defenders seek a competitive pay increase of \$3,000 for each full-time APD position (class codes 5901 and 5909) who fall in the salary range of \$50,000 to \$65,000 as of July 31, 2019. This impacts approximately 591 (APDS).

2. Increase in GR of \$1.5 million for Behavioral, Mental Health, Veterans, and Drug Court Staffing - Issue Code # 4200350.
3. 5% Pay Increase in Support Staff Salary - Issue Code # 4201A20

The FPDA is requesting a 5% increase in salary for all filled non-attorney positions as of June 30, 2019.

4. Increase of \$1 million in GR for statewide Public Defender Due Process Costs - IC # 3000040. The issue is located in the Justice Administrative Commission's Legislative Budget Request.

Individual Public Defender Circuit Responses:

Public Defender, 1st Judicial Circuit

Agency Fiscal Year 2020-2021 budget issue priorities #1 - #4 are as per the Florida Public Defender Association Inc.

Priority # 2

Issue Title: Mental Health, Veterans and Drug Court Staffing

Issue Code: 4200350

Fund: General Revenue

Salaries and Benefits: \$150,000

Narrative:

The Public Defender in the 1st Judicial Circuit (PD1) requests recurring general revenue funds to hire and retain experienced attorneys to represent in both Escambia and Okaloosa Counties: veterans in the Veterans' Treatment Courts; clients with serious mental illness in the Mental

**SCHEDULE VIII
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Public Defender, 1st Judicial Circuit (continued)

Health Courts; and drug-addicted clients in the Drug Courts. Experienced attorneys, along with support staff, benefits the client and society on a long-term basis by reducing recidivism.

PD1 has three military bases within our circuit. The 1st Judicial Circuit has the fifth largest population of veterans in the State, according to The Department of Veterans Affairs actuarial figures, and growth is anticipated. The Veterans Court Services Division attorneys are expected to be particularly effective because of the large number of veterans who live in the 1st Judicial Circuit. There are military bases, Veteran's Administration Clinics and hospitals, and other outreach services in Escambia and Okaloosa Counties.

Escambia County receives Baker Act cases from surrounding states when those individuals are sent to facilities in Escambia County. There are no facilities in Santa Rosa and Walton County that will accept Baker Act patients and Okaloosa only has one. As a result, these patients are referred to the three Escambia County facilities. There has been an increase in the number of appointed Baker Act cases each fiscal year.

PD1 requests recurring general revenue funds within the salaries and benefits appropriation category in the total of \$150,000 to hire and retain experienced legal staff; request does not affect salary rate or positions. This request impacts all agency activities.

Priority # 5

Issue Title: Replacement Equipment - Motor Vehicles

Issue Code: 2401500

Fund: Indigent Criminal Defense Trust Fund

Acquisition of Motor Vehicles: \$25,000 non-recurring

Narrative:

The Public Defender in the 1st Judicial Circuit requests the replacement of 2012 Ford Fusion, VIN 3FADP0L3XCR219545, with actual mileage of 114,207 on August 9, 2019. This vehicle's mileage will meet the mileage criteria for replacement (120,000 miles) as specified by the Department of Management Services, within FY 2019-20.

This is a pool vehicle used by investigations, interoffice travel within the circuit, travel to meetings/conferences and transport of equipment to branch office locations. Request based on current state contract pricing for a sedan class vehicle.

This issue impacts all agency activities.

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Public Defender, 1st Judicial Circuit (continued)

Priority #6

Issue Title: County Agreement for Information Technology

Issue Code: 36224CO

Fund: Grants and Donations Trust Fund

Salaries and Benefits: \$7,342

Narrative:

The Public Defender First Circuit requests additional authority in Grants and Donations Trust Fund Salaries and Benefits to meet the payroll reimbursements from Escambia, Okaloosa, Santa Rosa and Walton counties for IT personnel. The counties are required by statute to support the IT expenses of this office, including personnel. Budget requests are made to each county for the October 1 through September 30 fiscal year and approved by the individual Boards of County Commissioners. Due to salaries and benefits adjustments over the years, the current authority of \$157,830 does not meet the current county reimbursements of \$165,172. Additional authority of \$7,342 is requested.

This issue impacts all agency activities.

Priority # 7

Issue Title: Replacement Equipment

Issue Code: 2401000

Fund: General Revenue

Operations: \$47,132 non-recurring

Narrative:

Request replacement of furniture and equipment that has exceeded a life expectancy of five years, is worn out, obsolete, hazardous to employees or no longer cost-effective to maintain. The requested amount of \$47,132 is 5 % of June 30, 2019 inventory (\$942,642) and includes audio/video, office furniture, office machines, and other machines classes. It does not include computer classes or motor vehicles.

This issue impacts all agency activities.

Public Defender, 4th Judicial Circuit

Agency Fiscal Year 2020-2021 budget issue priorities are as per the Florida Public Defender Association, Inc. The following are the Circuit Specific Priorities of PD-04.

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PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Priority # 1

Public Defender, 4th Judicial Circuit (continued)

Issue Title: Mental Health, Veterans and Drug Court Staffing

Issue Code: 4200350

Fund: General Revenue

FTE: 3.00

Salaries and Benefits: \$204,674

Operations: \$12,151; \$7,965 non-recurring

TR/DMS/HR Services: \$702

Narrative:

The Fourth Judicial Circuit Public Defender (PD-04) represents clients from Duval, Clay, and Nassau counties. Over the years, PD-04 has been a leader in the operation of Problem Solving Courts (PSC's) in the State. PD-04's involvement began with the formation of one of the first drug treatment courts in Duval County in the 1990s. The success of that court has paved the way for the creation of other problem-solving courts, including Veterans Treatment Courts (VTC), and Mental Health Courts (MHC). PD-04 was instrumental in the creation of one of the first Veterans Treatment Courts in 2012 which has been recognized as a model program.

The primary goal of our Problem Solving Courts is to address and treat the underlying addiction, substance abuse issues and/or mental health issues that led to the client's arrest. These programs have proven to be a valuable tool in treating the underlying causes of criminal behavior and reducing the likelihood of recidivism in our communities. The goal is to return clients to the community in a better position than when they entered the Problem Solving Courts. Participants in these programs often have a multitude of legal and life issues. They have problems such as obtaining a valid driver's license so that they can maintain employment; family law matters such as child support and time-sharing and obtaining adequate housing in order to add stability in their lives. Although the Public Defender does not represent clients directly on these matters, we assist clients in the coordination and navigation of what has often become an overwhelming process.

With the success of these programs, there has been a steady increase in the number of Veterans' Court clients, and the number of Mental Health client cases has almost tripled over the last three years.

Currently, PD-04 has responsibility for staffing eight (8) Problem Solving Courts in a three-county area at four courthouse locations. We expect to launch an additional Adult Drug Court, our ninth problem-solving court, in Nassau County in October 2019. At the present time, these eight Problem Solving Courts are staffed by only two attorneys and one Legal Assistant to cover a three-county area. With the addition of another court, the resources of this unit are stretched beyond acceptable limits. The Public Defender's Office is requesting funding and positions for one (1) additional attorney and one (1) additional Legal Assistant to manage the increasing workload in the Problem Solving Courts, and one (1) Disposition Specialist to assist clients in

**SCHEDULE VIII
 PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 4th Judicial Circuit (continued)

accessing community resources which will ensure their successful completion of these diversion programs.

The salary requested for the Assistant Public Defender (\$62,000) is required to hire an attorney with the experience level required to understand the complex nature of the cases within this diverse unit. The salary for the Disposition Specialist III (\$46,000) is required to hire a Licensed Clinical Social Worker familiar with not only the community resources but also the complex needs of the clients of Mental Health, Drug, and Veterans' courts. Salary for the Legal Assistant III is requested at the default rate. No additional rate is requested. Public Defender Operating Expenditures Budget of \$12,151 (\$7,965 non-recurring) is requested to establish the positions as per Modified Standard # 3. An additional \$702 in recurring funding is requested to fund the Human Resources Services fee (107040).

This issue will impact our Criminal Investigative Services and our Criminal Trial Indigent Defense activities as it will expedite and coordinate services in both of these areas.

Priority # 2

Issue Title: Replacement Equipment – Motor Vehicles

Issue Code: 2401500

Fund: General Revenue

Acquisition of Motor Vehicles: \$52,000 non-recurring

Narrative:

The Public Defender's Office, Fourth Judicial Circuit requests funds to purchase two replacement vehicles due to high mileage. The following vehicle will meet the mileage criteria for replacement as specified by the Department of Management Services within FY 2020-2021. Since the Fourth Judicial Circuit serves a three-county area, reliable vehicles are needed for the investigation of cases as well as pool cars for attorneys to visit outlying detention facilities, attend court proceedings located within the three-county area, and attend out of town trainings.

The vehicles meeting the requirement for replacement are as follows:

Year	Make/Model	Identification Number	7/19 Mileage	Estimated 7/20 Mileage
2011	Ford Taurus	1FAHP2DW6BG190234	114,240	130,980
2013	Ford Taurus	1FAHP2D8XDG188748	116,361	131,616

The present elected Public Defender declined to have an office car assigned to him as was the case with his predecessor. This has reduced the overall demand on the office's vehicles. Even with this change, the listed vehicles will meet the mileage guidelines for replacement and the Office is requesting to replace them with the purchase of two (2) similar full-size vehicles @ \$26,000 for a total of \$52,000.

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Public Defender, 5th Judicial Circuit

Agency Fiscal Year 2020-2021 budget issue priorities #1 - #4 are as per the Florida Public Defender Association Inc.

List issues

1. IC# 4205A40 Salary & Benefits Adjustment
2. IC# 4200350 Mental Health, Veterans and Drug Court Staffing
3. IC# 4201A20 5% Public Defender Support Staff Increase
4. IC# 3000040 \$1 million Public Defender Due Process Increase

Priority # 1 (after the four FPDA issues)

Issue Title: Capital Qualified Attorneys

Issue Code: 3001970

FTE: 4.00

Rate: 232,488

Fund: General Revenue

Salaries and Benefits: \$355,380

Operations: \$16,824; (\$10,742 non-recurring)

TR/DMS/HR Services: \$936

Narrative:

The Fifth Circuit Public Defender's office (PD05) has eleven (11) capital murder cases pending circuit-wide. This count includes two (2) Hurst penalty phase. At the time of the filing of this request our agency only has (6) capital qualified attorneys, four (4) of those are also responsible for carrying felony caseloads in excess of one hundred (100) cases each, in addition to their death penalty responsibilities. Our agency is severely understaffed in Capital Qualified Attorneys to work these cases while carrying felony caseloads across a circuit encompassing five (5) counties.

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 additional attorneys would have the necessary time to identify and compile comprehensive mitigating facts to minimize the likelihood of an Appellate ruling of ineffective assistance of counsel.

The Public Defender requests General Revenue Appropriation for four (4) additional Full-Time

**SCHEDULE VIIIA
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 5th Judicial Circuit (continued)

(FTE) positions including associated salary and benefits which cannot be supported by Indigent Criminal Defense Trust Fund (ICDTF) collections on a recurring basis. The salary amount requested for the Assistant Public Defenders (2 @ \$85,000 each plus benefits) will be required to hire attorneys experienced and qualified to provide capital case representation; an experienced Legal Assistant IV dedicated to working on capital cases at the standard default salary of \$26,988, plus benefits, as well as one (1) Mitigation Specialist III at \$35,500 plus benefits, which will reduce due process costs associated with hiring private Mitigation Specialists at a much higher cost per case.

FISCAL IMPACT:

2-FTE's-Assistant Public Defenders @\$85,000 annual salary each + benefits
1-FTE-Mitigation Specialist III @ \$35,500 annual salary + benefits
1-FTE Legal Assistant IV @ default salary (\$26,988) annual salary + benefits

Operations expenditures budget of \$13,319 total and \$8,331 non-recurring to establish the positions as per Modified - Standard #3:

2 Assistant Public Defenders	\$4,673 x 2 = \$ 9,346; \$2,777 x 2 = \$ 5,554/non-recurring
1 Mitigation Specialist II	\$3,973; \$2,777/non-recurring
1 Legal Assistant IV	\$3,505; \$2,411/non-recurring

Total	= \$16,824; \$10,742/non-recurring

This issue affects all agency activities.

Priority # 2 (after the four FPDA issues)

Issue Title: Fund Shift Add & Deduct

Issue Code: 3402820 & 3402830

Funds: General Revenue (GR) and Grants and Donations Trust Fund (GDTF)

GR Salaries and Benefits: \$40,613

GDTF Salaries and Benefits: -\$40,613

Narrative:

The current system for any type of payroll adjustment whether pay increase, retirement increase, or health insurance premium increase being split proportionally among all funding entities based on a percentage of the whole Salary and Benefit continues to further inflate spending from our Trust Funds. PD5's current funding percentage split is GR (a guaranteed funding source) only 79.04% with the remaining 20.96% coming from Trust Fund collections and 9.17% being assigned authority in Grants and Donations Trust Fund (Trust Funds are a funding source with no guaranteed revenue, that are already beyond capacity to cover current expenses). Factors to consider:

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PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 5th Judicial Circuit (continued)

Full collection amounts are not available to use

* Risk Management and the new HR Service fee assigned to the Trust Funds must be covered fully, and typically taken within the first two months of the Fiscal Year.

* There is an 8% service charge that is taken from the collections quarterly, for reimbursement of General Revenue

During the Legislative Budget Request (LBR) process the agency is required to hold back a 5% reserve on its allotted authority figures in the event the yearly Schedule VIIIB-2 reduction exercise is actually implemented with funds being returned to the state (the past several years this has been a 10% reduction exercise).

Funding ripple effect

* Personnel funding in the Grants and Donations Trust Fund is typically a full quarter behind in covering current-year expenditures. Due to the counties running on a different Fiscal Year schedule (October-September) any increases made in Personnel July through September cannot be adjusted for until their new budget cycle begins.

The 2018/2019 Assistant Public Defender (APD) salary increase was allocated among General Revenue, Indigent Criminal Defense Trust Fund, and Grants and Donations Trust Fund in the amount of \$29,613. The 2019/2020 new \$50,000 APD starting salary is expected to also fall into the Administered Funds split with the potential of up to \$11,000 being allocated as unfunded authority in Grants and Donations. The Fifth Circuit Public Defender requests that \$40,613 of authority in the Grants and Donations Trust Fund for these issues be deleted as this fund is comprised of county dollars from grants, Information Technology salaries, and contracts with local government entities for ordinance representation. It is requested that the \$40,613 of authority be shifted to and funded fully by General Revenue Salaries and Benefits dollars as an increased appropriation.

This issue affects all agency activities.

Priority # 3 (after the four FPDA issues)

Issue Title: Increase Due Process Funds for Public Defender Office

Issue Code: 4200820 Justice Administrative Commission Legislative Budget Request

Fund: General Revenue

Due Process Costs: \$250,000

Narrative:

Due to rising legal representation costs, an increase of \$250,000 in General Revenue funding is requested for the 5th Circuit Public Defender's due process appropriation category.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 8th Judicial Circuit

Agency Fiscal Year 2020-2021 budget issue priorities #1 - #4 are as per the Florida Public Defender Association Inc.

Priority #2

Issue Title: Mental Health, Veteran's & Drug Court Staffing

Issue Code: 4200350

Fund: General Revenue

FTE: 1.00

Rate: 60,000

Salaries and Benefits: \$94,572

Operations: \$4,673 (\$2,777 non-recurring)

TR/DMS/HR Services: \$234

Narrative:

The Eighth Judicial Circuit Public Defender's Office has experienced a significant increase in mental health hearings in behavioral treatment courts and in the area of involuntary examinations pursuant to the Baker Act. The addition of one [1] experienced Assistant Public Defender will help alleviate the increased workload related to mental health hearings and will allow for rapid, proactive representation of persons experiencing a mental health crisis, which will benefit the clients and the community at large.

According to the FY 17/18 Annual Report of the Baker Act Reporting Center for the Florida Department of Children and Families, involuntary examinations have increased statewide by 16.26% over the last five years. Strikingly, involuntary examinations in the Eighth Circuit have increased by **30.55%** over the last five years. Additionally, from FY 16/17 to FY17/18 there was a 6.92% increase in the Eighth Circuit.

There are several Baker Act receiving facilities located within the circuit, including UF Health Shands Psychiatric Hospital, Meridian Behavioral Health Case (CSU/CCSU) and North Florida Regional Medical Center. Also, Baker Act hearings for DOC inmates are conducted at Union Correctional Institution, which is located in Union County. An Assistant Public Defender is required to be present at each of these facilities for every proceeding. Effective representation of clients in these proceedings requires in-person contact with the client at the facility prior to the proceeding by an experienced Assistant Public Defender. In addition to the initial hearing, continued representation of those committed, including the filing of appeals on behalf of clients is also at times required.

Additionally, the Eighth Judicial Circuit has continued to expand its treatment and specialty courts. Alachua County has four treatment courts: A veteran's court; a drug court; a misdemeanor mental health court, and a felony forensic court docket. In addition to the four treatment courts that exist in Alachua County, Levy County has added a mental health treatment court and Bradford County has added a mental health treatment court and a drug court. An

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 8th Judicial Circuit (continued)

experienced Assistant Public Defender is required to be at all court events in each of those treatment courts. The Public Defender's Office has never received additional funding or positions for any of the treatment courts in the 8th circuit.

Priority # 5

Issue Title: Rapid Intervention

Issue Code: 3000160

Fund: General Revenue

FTE: 2.00

Rate: 40,910

Salaries and Benefits: \$74,628

Operations: \$7,010 (\$4,822 non-recurring)

TR/DMS/HR Services: \$468

Narrative:

The Public Defender's Office, 8th Judicial Circuit requests recurring GR funding for one [1] Mitigation Specialist I and one [1] Data Entry Operator I.

The Eighth Judicial Circuit requests a Mitigation Specialist I to support Assistant Public Defenders with the extensive investigation and research required in death penalty,

Graham/Miller, and other serious adult felony cases. Mitigation specialists possess specialized clinical training and information-gathering skills that assist with early recognition of mental health, drug/alcohol, and social issues relevant for individualized client representation. Additionally, mitigation specialists provide pertinent information for all parties of criminal proceedings that allow for more fair and appropriate sentencing. The addition of an in-house mitigation specialist will conserve state resources by reducing the need to contract with mitigation specialists and other experts in the private sector.

The two largest law enforcement agencies in the Eighth Judicial Circuit are following the statewide movement and beginning implementation of body cameras. The volume of evidence created by body cameras will dramatically increase workload and require the need for more personnel. The Data Entry Operator I will help with the increased workload associated with body cameras by reviewing and cataloging the additional evidence collected in order for the discovery process of criminal proceedings to be completed in an accurate and timely manner.

**SCHEDULE VIIIA
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 9th Judicial Circuit

Priority # 1

Issue Title: Salary and Benefits Adjustment

Issue Code: 4205A40

Fund: General Revenue

Rate: 174,000

Salaries & Benefits: \$231,524

The Public Defender in the Ninth Judicial Circuit is requesting General Revenue Salaries and Benefits budget authority for fund a compression issue resulting from increasing the starting salary for entry level Assistant Public Defenders from \$39,084 to \$50,000. This issue seeks competitive pay for filled attorney positions as of July 31, 2019, that fall within the salary range of \$50,000 to \$65,000. It is imperative that this office retain experienced attorneys to ensure that constitutional and statutory responsibilities are met. This office has experienced an average annual turnover over rate of 32.25% (FY15-16: 35.99%, FY16-17: 24.30%, FY17-18: 30.80% and FY18-19: 37.91%) over the past four years, which has resulted in a succession of recruiting and training new attorneys who frequently leave for higher pay in other governmental agencies or law firms. The investment of resources in training new attorneys is significant. In addition, the continuous turnover of attorneys causes delays in court proceedings and leaves this office without the experience and skillsets required to competently represent clients.

This agency's trust funds do not have the recurring cash needed to fund this issue, therefore, General Revenue funding is requested to implement a competitive pay increase of \$3,000 with corresponding tax and retirement adjustments for each APD with a salary range between \$50,000 to \$65,000 as of July 1, 2019.

Priority # 2

Issue Title: Realignment of Administrative Expenditures- Add/Deduct

Issue Code: 2000100/2000200

Fund: General Revenue/ Indigent Criminal Defense Trust Fund (ICDTF)

Salaries & Benefits/Operations: \$400,000

Narrative:

The Ninth Judicial Circuit Public Defender's office is requesting a realignment of budget between appropriation categories within the General Revenue and Indigent Criminal Defense Trust Funds. The Public Defender Ninth Circuit requests that the General Revenue budget appropriation in the Salaries and Benefits category (010000) be increased by \$200,000 and decreased accordingly in the Operations category (103226) by \$200,000. In addition, this office is requesting that the Indigent Criminal Defense Trust Funds (ICDTF) Operations category be increased by \$200,000 and decreased accordingly in the ICDTF Salaries and Benefits category by \$200,000.

**SCHEDULE VIIIA
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 9th Judicial Circuit (continued)

Priority #3

Issue Title: Public Defender Salary Adjustment for Non-Attorney Positions

Issue Code: 4408A90

Fund: General Revenue

Rate: 107,347

Salaries and Benefits: \$125,711

Based on Public Defender filled support staff positions as of June 30, 2019, the Ninth Circuit Public Defender's office requests a 5% increase in salary for all non-attorney positions, including the accompanying payroll tax plus additional retirement contributions.

A cost-of-living increase is requested for the retention of high-quality support staff members, who are essential to the efficient operation of Public Defender offices and the criminal justice system as a whole. There is no annual cost of living increase for these employees. Although the Legislature enacted a one-time salary increase for these employees during FY 2017-2018, it was the first such salary increase approved in several years. Prior to 2017, the Legislature last provided across-the-board salary increases in 2013 and in 2006. When combined with the mandated increases in pension contributions by employees that began in 2011, wages have remained stagnant and unable to keep up with inflation.

Funds requested are calculated based on filled, full-time non-attorney positions as of June 30, 2019.

Due to the recurring nature of this request, it is respectfully asked that the increase be funded solely with General Revenue dollars.

Public Defender, 10th Judicial Circuit

Priority # 1

Issue Title: Circuit Parity Funding

Issue Code: 4209A60

Fund: General Revenue

Salaries and Benefits: \$400,000

Narrative:

Last year the 10th Judicial Circuit Public Defender requested \$250,000 in recurring general revenue appropriation in the Salaries and Benefits category as phase 1 of a two-year project to reduce the per position funding disparity between this office and the 10th Judicial Circuit State Attorney Office. We were appropriated \$100,000.

For FY 2019/2020 the funding rate per FTE for the 10th Judicial Circuit Public Defender is \$76,517. The funding rate per FTE for the 10th Judicial Circuit State Attorney Office is \$87,235.

**SCHEDULE VIIIA
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 10th Judicial Circuit (continued)

The difference of more than \$10,000 per FTE is the largest disparity in salary funding among the 20 circuits.

The 10th Circuit Public Defender's Office is requesting an additional \$400,000 in recurring general revenue appropriations in the Salaries and Benefits category as phase 2 to assist the 10th Circuit Public Defender to recruit and retain qualified attorneys and staff.

Priority # 2

Issue Title: Mental Health, Veterans & Drug Court Staffing

Issue Code: 4200350

FTE: 2.00

Rate: 56,809

Fund: General Revenue

Salaries and Benefits: \$93,091

OPS: \$162,000

HR Services: \$468

Operations: \$7,010 (\$4,822 Non-Recurring)

TR/DMS/HR Services: \$468

Narrative:

In order to maintain continuity of services, the 10th Circuit Public Defender Office would like to expand our existing program to add a Post-disposition Continuing Representation (PCR) program. Such a program would permit this office to oversee clients' continuing connection with mental health services without any lapses which might occur when pending criminal cases reach final disposition. In most cases it is anticipated that the public defender would provide case management services, coordinating treatment with community-based providers. In some instances, it might be necessary for staff of the public defender to continue providing counseling services.

Priority # 3

Issue Title: Maximize Use of Indigent Criminal Trust Fund For Operating Expenses

Issue Code: 4300200

Fund: Indigent Criminal Defense Trust Fund (ICDTF)

Salaries and Benefits: \$30,000

Narrative:

The Tenth Circuit Public Defender has more cash available than spending authority for ICDTF in the Salaries and Benefits category. This issue requests an additional \$30,000 in authority in ICDTF Salaries and Benefits for a total of \$632,934 in spending authority. No additional rate or FTEs are requested.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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Public Defender, 10th Judicial Circuit (continued)

Priority # 4

Issue Title: Reduce Trust Fund Authority

Issue Code: 3301510

Fund: Grants & Donations Trust Fund

Salaries and Benefits: -\$2,524

Narrative:

The Public Defender and Behavioral Health Court Partnership did not reach an agreement for reimbursement during Fiscal Year 2018/2019 or 2019/2020 for hours worked on Polk County's Behavioral Health Court Program. The Public Defender in the Tenth Judicial Circuit does not anticipate any further collection from the Behavioral Health Court Partnership. The 10th Circuit Public Defender would like to eliminate the Grants and Donations Trust Fund.

Public Defender, 10th Judicial Circuit – Appellate

Priority # 1

Issue Title: Appellate Assistant Public Defender Salary Increases Proportionate With Attorney General's Office

Issue Code: 4204A20

Fund: General Revenue

Rate: 46,000

Salaries and Benefits: \$61,208

Narrative:

Beginning October 1, 2017, the Department of Legal Affairs was funded to grant a competitive pay adjustment of \$6,000 to each employee employed as an Assistant Attorney General (class code 7746) who had worked for the department for at least two (2) years and meets or exceeds performance expectations; and grant a competitive pay adjustment of \$3,000 to each employee employed as a Senior Assistant Attorney General (class code 7747); Attorney Supervisor-Assistant Attorney General (class code 7744). Beginning July 1, 2018, the Public Defender was funded to grant a competitive pay adjustment of \$4,000 for each eligible attorney with more than three years of service and a competitive pay adjustment of \$2,000 for each eligible attorney with three years or less of service within the same office.

In order to remain competitive with the Attorney General's Office, the Office of the Public Defender, Tenth Judicial Circuit is requesting \$61,208 in Salaries and Benefits and rate of 46,000 to grant pay adjustments of \$2,000 to 21 Assistant Public Defender positions (class code 5901) with more than three years of service and pay adjustments of \$1,000 to four (4) Assistant Public Defender positions (class code 5901) with three years or less of service.

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Public Defender, 11th Judicial Circuit

Agency Fiscal Year 2020-21 budget issue priorities are as per the Florida Public Defender Association, Inc.

Priority (1st after FPDA Priorities)

Issue Title: Realignment of Administrative Expenditures -Add

Issue Code: 2000100

Fund: Indigent Criminal Defense Trust Fund

Operations: \$50,000

Narrative:

This is a request to realign our Indigent Criminal Defense Trust Fund authority in the Other Personal Services (OPS) and Public Defender Operating Expenditures (Operations) appropriation categories in order to more closely reflect anticipated recurring expenditures for our office.

Issue Title: Realignment of Administrative Expenditures - Deduct

Issue Code: 2000200

Fund: Indigent Criminal Defense Trust Fund

OPS: -\$50,000

Narrative:

This is a request to realign our Indigent Criminal Defense Trust Fund authority in the Other Personal Services (OPS) and Public Defender Operating Expenditures (Operations) appropriation categories in order to more closely reflect anticipated recurring expenditures for our office.

Priority (2nd after FPDA Priorities)

Issue Title: Reduce Trust Fund Authority

Issue Code: 3301510

Fund: Grants & Donation Trust Fund

Salaries & Benefits: -\$20,809

Narrative:

Request to decrease trust authority to the maximum amounts reimbursable under the contracts with Miami Dade County.

Public Defender, 11th Judicial Circuit - Appellate

Agency Fiscal Year 2020-21 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, 12th Judicial Circuit

Priority # 1

Issue Title: Additional Court Criminal Divisions

Issue Code: 3001510

Fund: General Revenue

Rate: 89,836

Salaries and Benefits: \$108,020

Narrative:

The 12th Judicial Circuit consists of the counties of DeSoto, Manatee and Sarasota Counties. As part of its Sarasota operations, the 12th has a satellite office in the City of Venice that represents misdemeanor defendants assigned to the South County Courthouse. The South County Courthouse services the geographical areas of South Sarasota, the City of Venice and the City of Northport. At this time, the South County Courthouse does not have an active docket for felony cases that occur in South County. The only criminal cases handled are traffic citations and misdemeanor charges. To accommodate this docket, the Public Defender's office employs one full-time attorney and one full-time support staff member in the Venice office; compared to three attorneys and four support staff members for the State Attorney's Office for the same docket. Since 2010, the population of South Sarasota has increased 3.49%, Venice has increased 12.67% and the population of Northport has increased 19.65%. This has led to an overall increase in the number of cases handled at the South County Courthouse. The number of appointments to the cases in South County have increased approximately 18.31% and the average number of cases being handled by a single attorney has increased by 50%. Additionally, there is an appointment for Judgeship pending before the Governor to add an additional attorney to the South County region. In the next two years, a new Courthouse will be built and there is discussion to expand the services of the South County Courthouse to include felony cases.

Due to this increase, the Public Defender is seeking (0) FTE APD @ \$55,000 (salaries and benefits only), (0) Legal Assistant I \$34,836.00 (includes salaries and benefits) to be funded to accommodate the growing caseload and the proposed expansion that will accompany the new courthouse. One for an attorney to assist with the caseload and one legal assistant to help scan, enter, and process cases into the system, as well as provide any support necessary to the attorney.

Priority # 2

Issue Title: Additional Staffing for Specialty Diversion Courts

Issue Code: 3001550

Fund: General Revenue

Rate: 77,417

Salaries and Benefits: \$100,060

Narrative:

The 12th Circuit is seeking funding for an additional (0) FTE APD \$60,000 (Salaries and Benefits only) and (0) FTE 001 Half-time (50%) Legal Assistant@ \$17,417.00 (Includes Salaries and Benefits) to assist in effectively representing criminal defendants in diversionary courts. The

**SCHEDULE VIII
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Public Defender, 12th Judicial Circuit (continued)

12th Circuit encompasses three counties: Manatee, Sarasota, and DeSoto. In Manatee and Sarasota counties, there are currently ten (10) diversion courts in which the Public Defender actively participates. There are two (2) drug courts; two (2) Veteran's Courts, three (3) types of Mental Health Courts; a DUI Court; a prostitution diversion court known as TYLA; and a homeless court referred to as Community Care Court. In the 2019-2020 year, it is also proposed to add an additional diversion court for misdemeanor mental health cases in Manatee County. At this time, one attorney handles eight (8) of these 10 courts between the two counties. The current caseload for this attorney runs approximately 575-625 cases at any given time.

Part of the growth in caseloads and in the types of diversion programs is due to the opioid crisis. In the past three years, Manatee and Sarasota counties have ranked 4th and 9th respectively in Florida for deaths due to opioid overdose, losing approximately 2050 of its citizens to the epidemic since 2016. Arrests connected to incompetency have increased 26.84% within the circuit over the past 5 years. This does not take into account those who are mentally ill but do rise to the level of incompetence. By the time a mentally ill individual makes contact with the criminal justice system, the manifestation of their symptoms has often reached crisis level and it is up to the attorney representing them to try to find a treatment alternative through the criminal justice system. This is in addition to providing the necessary legal services guaranteed to a criminal defendant to protect their constitutional rights. Statistics have shown that by participating in diversionary courts, cases are being resolved more quickly and incarceration has been reduced saving taxpayer dollars and resulting in lower rates of recidivism for participants. Because of the savings to the taxpaying community, the number diverted into these programs has grown 33% over a 3 year period. The attorney is needed to provide effective representation to the clients participating in these programs.

Priority #3

Issue Title: Salary and Benefits Adjustment

Issue Code: 4205A40

Fund: General Revenue

Rate: 48,000

Salaries and Benefits: \$63,869

Narrative:

To address the compression issue generated by the mandated salary increase for entry level Assistant Public Defenders (APDs) from \$39,084 to \$50,000, Public Defenders seek a competitive pay increase of \$3,000 for each full time APD position (class codes 5901 and 5909) who fall in the salary range of \$50,000 to \$65,000 as of July 31, 2019. This impacts approximately 591 (APDS).

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Public Defender, 12th Judicial Circuit (continued)

Priority #4

Issue Title: Public Defender Support Staff Salary Adjustment

Issue Code: 4201A20

Fund: General Revenue

Rate: 94,894

Salaries & Benefits: \$257,295

Narrative:

The FPDA is requesting a 5% increase in salary for all filled non-attorney positions as of June 30, 2019.

Priority #5

Issue Title: Increase Due Process Funds

Issue Code: 3000040

Fund: General Revenue

Public Defender Due Process Cost: \$1,000,000

Narrative:

Due to rising costs and projected shortfalls in the due process category, an increase of \$1 million in General Revenue is requested for statewide distribution for FY 2020-21.

Public Defender, 15th Judicial Circuit

Public Defender Fiscal Year 2020-2021 budget issue priorities #1 – 4 are as per the Florida Public Defender Association, Inc.

Priority # 2

Issue Title: Mental Health, Veterans & Drug Court Staffing

Issue Code: 4200350

Fund: General Revenue

Salaries & Benefits: \$156,904

Narrative:

The Office of the Public Defender – 15th Judicial Circuit faces a special challenge handling the needs of our mentally ill clients. For FY 2017 – 2018 the office experienced a 30% increase in the number of appointed Mental Health cases over FY 2016 – 2017. To meet the needs of these indigent clients the office is requesting funding of an experienced Assistant Public Defender (Class Code 5901) and an experienced Disposition Specialist I (Class Code 5571). These positions will lead to lower incarceration costs, lower hospitalization costs, and possible reduction to court costs and time.

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Public Defender, 17th Judicial Circuit

Public Defender Fiscal Year 2020-2021 budget priorities are circuit-specific followed by the FPDA priorities.

Priority #1

Issue Title: Extraordinary Multi-Victim Homicide Investigation and Defense

Issue Code: 3009920

Fund: General Revenue

Salaries & Benefits: \$1,237,753 non-recurring

Operations: \$145,000 non-recurring

Narrative:

On February 15, 2018, we were appointed to a multi-victim homicide and attempted homicide case. The defendant was indicted for 17 counts of first-degree murder and 17 counts of attempted first-degree murder. The State filed a Notice of Intent to Seek the Death Penalty. The Defendant initially filed a Limited Demand for Discovery, excluding from his request photographs, videos and other items depicting the crime scene and victims. The limited discovery submission by the State contained 968 witness and 1,260 documents ranging in length from one page to hundreds of pages. After changes to the Public Records law which created an exception for mass shootings, this office filed a Discovery Demand for all discovery. Pursuant to the Discovery Demand, we have received video footage from 70 cameras for a total of 6.63 terabytes of data or approximately 840 hours of video. We have also received additional discovery submissions as follows: 3,720 files in 414 folders with 275 GB of data, 14,611 files in 216 folders with 227 GB of data and 9,700 files of discovery that we have not yet evaluated to determine the number of files or GB of information, which could easily be over 20,000 pages of additional discovery.

This is our third request since being appointed to this case. Our two prior Legislative Budget Requests have been rejected. We cannot effectively represent our client without additional resources. This request is a critical need in order to properly fund our office so that we are able to provide effective assistance of counsel. Our office is requesting Salaries and Benefits totaling \$1,237,753 to fill 11 existing Full-Time Equivalent (FTE's) utilizing existing rate. Our client is facing the Death Penalty in this case so our budgetary needs are critical in order to defend our client. Without this funding, our office will be forced to move to withdraw from any new death penalty cases as we will be unable to effectively represent those clients.

The 17th Judicial Circuit will be incurring significant operational overhead costs as a result of State vs. Cruz. If our General Revenue budget request is approved we will incur costs for the 11 employees who will work solely on this case. We will incur additional training costs for the team of lawyers who are working on this case. They will be attending several capital programs that are presently costing \$50,000 for registration and travel costs. This office is also planning to purchase the following items with the requested Operating Expenditures budget of \$145,000: a trial graphics program which has a cost of \$50,000, audiovisual equipment for the courtroom which costs \$10,000, a trial exhibit and presentation service which has a cost of \$25,000, as well

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Public Defender, 17th Judicial Circuit (continued)

as, easels, screens and miscellaneous office supplies for the case preparation and trial totaling \$10,000.

Priority #2

Issue Title: Increase Due Process Funds for Public Defender Office

Issue Code: 4200820 – Justice Administrative Commission’s Legislative Budget Request

Fund: General Revenue

Public Defender Due Process Cost: \$1,000,000 non-recurring

Narrative:

This request is a critical need in order to properly fund our office so that we are able to provide effective assistance of counsel. Our office is again requesting \$1,000,000 in Due Process funding to meet the demands of State vs. Cruz. This request is critical to our continuing representation of this client as well as our ability to represent other clients facing the death penalty. Without this funding, our office will be forced to move to withdraw from any new death penalty cases as we will be unable to effectively represent those clients.

Public Defender, 20th Judicial Circuit

Priority #1

Issue Title: Substance Abuse & Mental Health Rapid Response Team

Issue Code: 3000190

Fund: General Revenue

FTE: 9.0

Rate: 365,000

Salaries & Benefits: \$587,852

Operations: \$37,153; \$23,895 non-recurring

HR Services: \$2,106

Narrative:

The Office of the Public Defender for the 20th Judicial Circuit faces unique challenges in providing aggressive, front-end legal representation for its ever-increasing caseload of clients who have been diagnosed with a mental illness, developmental disability, or substance addiction, 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.

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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As community resources are stretched to their limits or fail to provide adequate services, the 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 Substance Abuse & Mental Health Rapid Response Team to provide efficient and effective, proactive legal representation to our clientele struggling with mental illness and/or substance abuse. The team 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 to promptly 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 reduce recidivism rates for this population of clients. The Rapid Response Team will conduct thorough investigations of any mitigating factors resulting from a client's mental illness, developmental disability, or substance addiction by interviewing family members and gathering medical, mental health, and school records. This team will also provide assistance and guidance to the trial lawyers, and present 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; all of which are key factors in maintaining mental well-being and building the stability needed to continue treatment. It is estimated that this team approach will save \$4,000,000 per year in avoided incarceration costs while placing non-violent offenders in more appropriate, treatment-oriented options that will result in healthy, more productive communities, while at the same time substantially reducing recidivism.

The Public Defender of the Twentieth Judicial Circuit requests recurring General Revenue funds for nine (9) positions to implement a Substance Abuse & Mental Health Rapid Response Team. The Operations request of \$37,153, of which \$23,895 is non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

Priority #2

Issue Title: Behavioral Health Treatment Courts

Issue Code: 4200350

Fund: General Revenue

FTE: 3.0

Rate: 155,000

Salaries & Benefits: \$241,651

Operations: \$13,319; \$8,331 non-recurring

HR Services: \$702

Narrative:

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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The Office of the Public Defender, Twentieth Judicial Circuit, is a treatment court stakeholder in ten separate treatment courts circuit wide. These currently consist of five (5) drug courts, three (3) mental health courts, and three (3) veterans' courts. Additionally, discussions are underway to restart our juvenile drug court in Lee County. Presently, all treatment courts across our circuit are staffed with a total of four attorneys, three of which have significant additional responsibilities in other legal divisions. Our office also provides representation to clients being held pursuant to the Baker Act, housed in five different receiving facilities. Baker Act filings have increased over 30% since 2013, and continue to rise.

The Twentieth Circuit includes Lee, Charlotte, Collier, Hendry, and Glades Counties. Geographically, it is the largest circuit in the state of Florida, spanning 5,400 square miles, which prevents cross-county representation and creates unique challenges in providing consistent, aggressive, front-end representation for this population of clients. All too often, these non-violent clients linger inappropriately in jail, waiting for entry into a treatment court or hospital setting to treat their mental illness or substance use disorder. With treatment providers closing in our circuit and community resources stretched to their limits, the responsibility to find appropriate placements and acceptable services for these clients often falls to their Public Defender lawyers.

In Lee County alone, opioid overdoses have risen 800% since 2013. Effective treatment courts are an essential piece of the solution to ending this epidemic. These cases require dedicated, specialized staff. Dockets for each of these courts are held weekly for 18-24 months and as a stakeholder, our participation is critical to ensure due process and accountability are achieved. Therefore, the Twentieth Circuit Public Defender requests recurring General Revenue funds for two (2) attorneys and one (1) dispositional specialist to aid in our ability to fully participate and provide competent and consistent legal representation to our assigned clients. The Operations request of \$13,319, of which \$8,331 is non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

Priority #3

Issue Title: Re-Entry Services

Issue Code: 3001280

Fund: General Revenue

FTE: 2.0

Rate: 80,000

Salaries & Benefits: \$120,020

Operations: \$7,946; \$5,554 non-recurring

HR Services: \$468

Narrative:

The Public Defender's Office of the Twentieth Judicial Circuit seeks funding for two (2) Disposition Specialists to work collaboratively with the Sheriff's Offices, County Government, community mental health providers, United Way, Goodwill Industries, and community housing providers to create specific release plans to ensure that all persons released from jail have essential

**SCHEDULE VIII
PRIORITY LISTING OF AGENCY BUDGET ISSUES
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wraparound services in place prior to their release, to ensure inmates' success, thus reducing recidivism and re-incarceration rates.

In Lee County, the most populated county in the Twentieth Circuit, almost 500 people were arrested more than three times in a six-month window. These 500 people accounted for 12,221 jail days at the cost of roughly \$100 per night. In total, \$1,200,000 was spent with no measurable success. The community was not safer, healthier, nor more prosperous.

Our re-entry team would meet with inmates 60 to 90 days prior to their release to assess needs and coordinate services in the community. The focus areas would be obtaining proper identification, which is vital to access services, housing, transportation, medications, treatment, and reinitiating benefits that may have lapsed as a result of incarceration. When basic needs are met, re-incarceration rates drop dramatically.

These positions need to be filled with qualified personnel who have training in dealing with mental health and substance abuse clients. The Public Defender of the Twentieth Judicial Circuit requests recurring General Revenue funding for two (2) Disposition Specialists. The Operations request of \$7,946, of which \$5,554 is non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

Priority #4

Issue Title: Realignment of Administrative Expenses - Add

Issue Code: 2000100

Fund: Grants & Donations

Salaries & Benefits: \$68,233

Narrative:

This issue requests the transfer of budget between appropriation categories with the intent of more accurately aligning the budget with anticipated expenditure needs and reducing the need for 5% or \$250,000 budget amendments. The Public Defender's Office, 20th Judicial Circuit has reviewed recent transfers into the Salaries and Benefits category, recent Grants and Donations Operations expenditures, and forecasted expenditures, and has determined that \$68,233 of the Grants and Donations Operations authority would be more properly allocated in the Grants and Donations Salaries and Benefits category. Therefore, we are requesting budget authority be increased in the Grants and Donations Salaries and Benefits category (010000) by \$68,233 and decreased accordingly in the Grants and Donations Operations category (103226).

Priority #5

Issue Title: County Agreement for IT Services

Issue Code: 36224C0

Fund: Grants & Donations

Salaries & Benefits: \$77,798

Narrative:

**SCHEDULE VIIIA
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The Public Defender's Office for the 20th Judicial Circuit will receive additional FY 2020-2021 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 \$77,798.

Priority #6

Issue Title: Public Defender Support Staff Salary Adjustment

Issue Code: 4201A20

Fund: General Revenue

Rate: 83,265

Salaries & Benefits: \$96,775

Narrative:

Based on Public Defender filled support staff positions as of June 30, 2019, the Florida Public Defender Association (FPDA) requests a 5% increase in salary for all non-attorney positions, including accompanying payroll tax plus additional retirement contributions.

Priority #7

Issue Title: Salary and Benefits Adjustment (Compression Issue)

Issue Code: 4205A40

Fund: General Revenue

Rate: 75,000

Salaries & Benefits: \$99,796

Narrative:

Based on Public Defender filled Assistant Public Defender (APD) positions as of July 31, 2019, the Florida Public Defender Association (FPDA) would request General Revenue Salary and Benefits dollars to fund a compression issue generated with the passing of the increased starting salary for entry level APDs from \$39,084 to \$50,000.

Priority #8

Issue Title: Increase Due Process Funds for Public Defender Office

Issue Code: 4200820 – Justice Administrative Commission's Legislative Budget Request

Fund: General Revenue

Public Defender Due Process Cost: \$135,000

Narrative:

Recent court cases and a new Florida statute directing the resentencing of juveniles who received life prison sentences have created a major ongoing workload for Public Defender offices across the state. Many individuals are still awaiting their new sentencing hearings, leaving some offices with a large backlog of casework required to adequately prepare to represent them.

Each of these cases requires extensive investigation, legal research, and record review. Experts must be hired to evaluate the individuals and testify in depositions and hearings. Family

**SCHEDULE VIII
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members, friends, teachers, neighbors, caseworkers, and correctional staff must be thoroughly interviewed. The person's entire life history must be reviewed. Lawyers must be prepared to present evidence concerning the nature and circumstances of the offense, the person's maturity and mental health, the effect of family circumstances, the degree of peer pressure, and other statutory factors. The hearings are multi-day affairs, akin to a sentencing hearing in a capital case.

Public Defender offices that have multiple Graham and Miller cases will need additional Due Process funding for the experts, transcripts, witness travel, records, and other materials that must be obtained in these cases. Based on actual expenditures on cases we have handled thus far, we estimate that each case requires an average of \$10,000-15,000. The 20th Judicial Circuit has identified nine (9) individuals entitled to resentencing in the year ahead. To adequately handle this caseload, Public Defender of the Twentieth Judicial Circuit believes it will need a minimum of \$135,000 in additional Due Process funds in the upcoming fiscal year.

Calculations: $9 \times \$15,000 = \$135,000$

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Capital Collateral Regional Councils: Legislative Budget Issue Priorities for Fiscal Year 2020-21

Individual Capital Collateral Regional Council Responses:

Capital Collateral Regional Council, Northern Region

Priority #1

Issue Title: Pay Equity Increase for Capital Attorneys
Issue Code: 4200A40
Rate: 22,000
Fund: General Revenue
Salaries and Benefits: \$25,546
Narrative:

Recruiting and retaining experienced attorneys that meet the qualifications as set forth in F.R.Cr.P. 3.112 (k) and 3.851 is essential to case preparation and providing death penalty legal counsel. Moreover, it is imperative to retain second chair attorneys in order for them to become qualified lead counsel.

Priority #2

Issue Title: Additional Collateral Caseload Resources Request
Issue Code: 3000130
FTE: 3.0
Rate: 174,000
Fund: General Revenue
Salaries and Benefits: \$267,449
Operations: \$31,100; \$11,685 non-recurring
Narrative:

Recruiting and retaining experienced attorneys that meet the qualifications as set forth in F.R.Cr.P. 3.112 (k) and 3.851 is essential to case preparation and providing death penalty legal counsel. Moreover, it is imperative to retain second chair attorneys in order for them to become qualified lead counsel.

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Priority #3

Issue Title: Information Technology Critical Needs
Issue Code: 36201C0
Fund: General Revenue
Salaries and Benefits: \$8,776; \$3,013 non-recurring
Narrative:

Essential to Capital Collateral Regional Counsel – Northern Region’s ability to function and process its cases in a timely manner.

Priority #4

Issue Title: Information Technology Infrastructure Replacement
Issue Code: 24010C0
Fund: General Revenue
Operations: \$29,980; \$29,980 non-recurring
Narrative:

Essential to Capital Collateral Regional Counsel – Northern Region’s ability to function and process its cases in a timely manner.

Capital Collateral Regional Counsel, Middle Region

Priority #1

Issue Title: Pay Equity Increase for Capital Attorneys
Issue Code: 4200A40
Fund: General Revenue
Rate: 68,000
Salaries & Benefits: \$87,040
Narrative:

The law offices of the Capital Collateral Regional Counsels have historically experienced difficulty in recruiting and retaining highly qualified attorneys to work in the extremely complex and specialized area of postconviction death penalty representation. This is due primarily to the fact that attorneys in similar government agencies receive significantly higher salaries and have received salary increases in recent years, whereas CCRC attorneys have not received a similar increase. Capital postconviction is exceptionally difficult to master, and requires expertise in both the state and federal courts; expertise that is well beyond the requirements of most other government lawyers. The Florida Supreme Court recently amended Rule 3.112(k) of the Florida Rules of Criminal Procedure by greatly increasing the experience necessary in order to become a lead attorney in capital postconviction cases. In order to represent death sentenced inmates in their postconviction appeals a lead attorney must have at least five years of experience, three of which must be in the postconviction process AND have participated in at least five specific proceedings in the capital case arena, two of which must be in postconviction litigation. While these

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requirements reflect the intent of the Court to have more experienced attorneys handle capital postconviction proceedings, the rule exacerbates the already difficult task of recruiting and retaining attorneys at the CCRCs, as only those attorneys with years of experience and correspondingly high salary expectations will qualify.

On January 12, 2016, the United States Supreme Court announced its decision in *Hurst v. Florida* and held that Florida's death penalty system was unconstitutional because it permitted the judge, rather than the jury, to find the facts necessary to impose a death sentence. As a result of that decision, and the Florida Supreme Court's ruling in *Hurst v. State* and other related cases, approximately 130 death sentenced inmates were granted relief and returned to state court for resentencing. In February, 2017, the State Attorneys reported to the House Criminal Justice Committee that as of January 15, 2017, there were 313 pending death penalty cases, 66 of which were ready for trial. Combined with the *Hurst* re-sentencings, this represents approximately 450 potential death penalty cases moving through the system. While it would be unrealistic to expect that every death penalty case will result in a conviction and sentence of death for a defendant, if only half receive death sentences that would mean the CCRCs would be responsible for representing 225 new cases over the next 3-4 fiscal years.

The CCRC offices employ a team concept of a first and second chair attorney when each case is litigated through the postconviction process. The goal is for the team to stay together for several years so the second chair attorney can become experienced enough to meet the stringent requirements required of a first chair attorney. When a second chair attorney leaves a CCRC office, often for a better compensation package in another state agency, it has a significant impact on the continuity of representation and creates a loss of productivity while retraining a new second chair counsel. Increasing the salaries of second chair attorneys would provide the CCRC offices with the resources to keep the teams intact.

Retaining first chair attorneys is paramount to the CCRCs' ability to function and process its cases in a timely manner. Any loss of a first chair attorney substantially impacts the ability of the team to competently represent the clients. First chair attorneys are responsible for training second chair attorneys and coordinating the case for presentation in the state and federal courts.

Each Capital Collateral Regional Counsel's goal is to provide a high level of legal representation by qualified attorneys as well as meet stringent accountability and performance measures set by the legislature that can only be met by attracting and retaining qualified staff.

Over the past three years, the CCRCs have experienced a 40% turnover rate. Nine (9) lead lawyers, with a combined 118 years of experience and 14 second chair lawyers, with a combined fifty nine (59) years of experience have moved to other government agencies, gone into private practice, or retired. The loss of staff at this critical juncture when the CCRCs expect a substantial increase in caseload is particularly devastating. In order to recruit and retain staff for the dramatic increase in caseload, compete with similarly situated government agencies and continue to meet legislative performance measures, the CCRCs are requesting a \$5,000 increase in salary for every attorney

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with less than three (3) years' experience and \$3,000 for every attorney with more than three (3) years' experience.

The CCRC-Middle is requesting \$68,000 in salaries and \$19,040 in benefits for a total request of \$87,040 in Salaries and Benefits.

The CCRC-Middle has 10 attorneys who have been with the CCRC less than three years, which totals \$50,000 in salaries ($\$5,000 \times 10 = \$50,000$).

The CCRC-Middle has 6 attorneys, who have been with the CCRC more than three years, which totals \$18,000 in salaries ($\$3,000 \times 6 = \$18,000$).

The collective total SALARIES requested by CCRC-Middle is \$68,000 ($\$50,000 + \$18,000 = \$68,000$).

CCRC is requesting \$19,040 in BENEFITS.

TOTAL SALARIES & BENEFITS REQUEST BY CCRC-MIDDLE IS: \$87,040.

Activities: Death Penalty Case Preparation, Death Penalty Legal Counsel

Priority #2

Issue Title: Building Rental for Privately Owned Buildings

Issue Code: 2301900

Fund: General Revenue

Operations: \$30,000

Narrative:

Capital Collateral Regional Counsel-Middle Region, Temple Terrace, has a current Lease Agreement for building/office space rental with Lepanto Realty Corp. The current monthly rent is \$17,153.03 (annual amount \$205,836.40) for 13,366 square feet to accommodate 42 FTE. The Lease was initiated in January 2016 and runs through June 2021, with a 5-year option to renew. Due to added expenses on the building by the Landlord during March-April 2019, and an additional buildout to be completed in late 2019 or early 2020, the Landlord will increase rent by \$30,000 annually (\$2,500 monthly) with an expected date in early 2020. The increase would allow for the CCRC-Middle Region to remain in a central location in Temple Terrace, with excellent direct access to Interstate 75 and Interstate 4, in addition to Tampa International Airport and the state and federal courts located in downtown Tampa. This saves the state on travel costs. The cost of \$17.64 per square foot for professional office space so close to downtown Tampa and transportation systems is well below the average of \$28.07 per square foot in Tampa. Office space in downtown Tampa rents for \$39 per square foot or more. Rental rates continue to rise in the Tampa Bay area as the real estate market remains tight. It is more economical to remain at this location until the Lease expires.

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Activities: Death Penalty Case Preparation, Death Penalty Legal Counsel

Priority #3

Issue Title: Information Technology Infrastructure Replacement

Issue Code: 24010C0

Fund: General Revenue

Operations: \$38,978

Narrative:

CCRC-Middle has not requested Information Technology (IT) replacement funding for years. Because of this, the agency's IT infrastructure and equipment has aged and is antiquated. The equipment replacements are for either upgrading, updating or replacing equipment that is woefully old or simply no longer operable. Unlike the State Attorneys and the Public Defenders, which are funded by local counties because of Article V, the CCRC-M depends solely on General Revenue dollars from The Legislature to fund its IT needs. The CCRC-Ms Operation's budget does not have the funding to replace the IT equipment that is needed.

The following list of IT equipment is based upon a quote from Dell. Every piece of equipment being replaced is at least five years old.

- 1 DELL MEDIA PRODUCTION DESKTOP. This allows for the scanning of records into the agency's case-management system, as well as to produce exhibits for presentation in both state and federal courts. COST: \$4,627.00
- 5 BATTERY BACKUPS FOR 5 SERVERS/EQUIPMENT APC UPS2200. If the power to the office is lost, due to a strong lightning storm or natural disaster such as a hurricane, these backups will allow the servers to operate until they can be properly shut down without losing vital legal data. COST: \$865.00 each for a total of \$4325.00.
- MONITORS:
 - 10 DELL ULTRASHARP MONITORS. These will replace old, cracked and worn monitors. COST: \$258.39 each for a total cost of \$2,583.90.
 - 20 DISPLAYPORT CABLES. These are needed to support the cable connections to the monitors. COST: \$18.99 each for a total of \$379.80.
- PRINTERS:
 - 4 HP LASER JET ENTERPRISE. These are needed to replace printers that are nearly 10 years old. The savings in ink/toner for these new printers will help pay for them in the first year. COST: 689.08 each for a total of \$2, 756.32.
 - 4 CANON image CLASS LBP712Cdn PRINTERS. These are needed to replace printers that are nearly 10 years old. The savings in ink/toner for these new

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printers will help pay for them in the first year. COST: \$849.00 each for a total of \$3,396.00.

- SCANNERS:
 - 4 CANON IMAGE FORMULA DR-6010Cs. These are needed to replace scanners that are more than 5 years old. They are needed to scan paper documents from outside sources into the paperless case-management system required by the Florida Supreme Court. COST: \$2,099.00 each for a total of \$8,396.00.
 - 4 CANON IMAGE FORMULA DR-M260s. These are needed to replace scanners that are more than 5 years old. They are needed to scan paper documents from outside sources into the paperless case-management system required by the Florida Supreme Court. COST: 933.68 each for a total of \$3,734.72.

- WIFI & NETWORK INFRASTRUCTURE:
 - NETGEAR ORBI PRO 5 PACK (FOR 12,000sqft). This will secure the agency's antiquated wireless router and comply with the security requirements of law enforcement. COST: Total: \$779.99.

- SOFTWARE
 - MICROSOFT 10 PRO O/S. As operating systems age, they become antiquated and, more importantly, less secure. The agency needs to upgrade its Window's based operating systems to keep up with new software and added security features. COST: 40 user licenses for \$199.99 each for a total of \$7,999.60.

Total Operating General Revenue requested: \$38,978.33

Activities: Death Penalty Case Preparation, Death Penalty Legal Counsel

Capital Collateral Regional Counsel, South Region

Priority #1

Issue Title: **Pay equity increase for Capital attorneys**

Issue Code: 4200A40

Fund: General Revenue

Rate: 60,000

Salaries & Benefits: \$76,800

Narrative:

The CCRC's have historically experienced difficulty recruiting and retaining competent lawyers to work in the very complex and specialized area of capital post-conviction representation. This is due primarily to the fact that other lawyers in similar government agencies are receiving

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significantly higher salaries, and have recently received salary increases. The requested pay equity increase will allow CCRC-South to attract and retain qualified staff.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 1st
REGION**

Priority #1

Issue Title: Senior Management Benefits for Designated Staff

Issue Code: 4409A10

Fund: General Revenue

Salaries and Benefits: \$58,951

Narrative: Contingent upon approval of the Florida Legislature for participation in the Senior Management Service (SMS) class, the Offices of Criminal Conflict & Civil Regional Counsel (OCCCRC) request the appropriate recurring funding for the five Regional Counsels and their senior level staff to be reclassified to SMS positions. 110.402 F.S. provides that the Senior Management Service class is for positions which are primarily and essentially policymaking or managerial in nature. The five appointed Regional Counsels, their Chief Assistant Regional Counsel, Chief Administrative Directors & Chief Investigators set policy and on average, manage over 100 FTEs, each.

Currently, the retirement total contribution rate is 11.47%, and the SMS retirement rate is 28.41%. The five Offices of Criminal Conflict & Civil Regional Counsel each request the necessary recurring funds to cover the difference in retirement benefits.

The Offices of Criminal Conflict & Civil Regional Counsel, First Region requests \$58,951. Funding of this request will have several positive impacts; it will align the OCCCRC's with their counterparts administratively served by the Justice Administration Commission, including the 20 Offices of the Public Defenders, the 20 Offices of the State Attorney, the 3 Offices of Capital Collateral, and the Statewide Guardian ad Litem. Funding of this request will also allow the appointed agency heads to receive the same retirement benefit that budget entity executive directors receive throughout the entire Florida Retirement System. SMS benefits will allow the OCCCRCs to remain competitive in the Florida state government employment market.

Priority #2

Issue Title: Salary Adjustment for Regional Counsel Support Staff

Issue Code: 4203A20

Fund: General Revenue

Rate: 81,946

Salaries and Benefits: \$95,156

Narrative: The Offices of Criminal Conflict and Civil Regional Counsel are requesting a 5% increase for all non-attorney positions, including the accompanying payroll tax plus additional retirement contributions. These employees were excluded from the legislative pay increase given to Assistant Regional Counsels in FY 2019-2020. A five percent cost-of-living increase is requested for the recruitment and retention of high-quality support staff members, who are essential to the efficient operation of Regional Counsel Offices

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REGION (continued)**

and the criminal justice system as whole. There is no annual cost of living increase for these employees. Although the Legislature enacted a one-time salary increase for these employees during FY 2017-2018, it was the first such salary increase approved in several years. Prior to 2017, the Legislature last provided across-the-board salary increases in 2013 and in 2006. When combined with the mandated increases in pension contributions by employees that began in 2011, wages have remained stagnant and unable to keep up with inflation. This issue will allow the Offices of Criminal Conflict & Regional Counsel to remain competitive should the support staff salaries of other Judicial Related Offices, such as Offices of Public Defender and Office of State Attorney increase.

Priority #3

Issue Title: Forensic Social Workers for Dependency Court

Issue Code: 3005190

Fund: General Revenue

FTE: 3.00

Rate: 165,000

Salaries and Benefits: \$232,285

Operations: \$29,700 (\$11,685 non-recurring)

TR/DMS/HR Services: \$702

Narrative: Regional Counsel 1 (RC1) requests three (3) additional full-time equivalent (FTE) positions, salary & benefits and corresponding rate for three (3) Forensic Social Worker positions. Owing to legal issues and social dynamics unique to dependency proceedings and owing, as well, to current high-level caseloads, Assistant Regional Counsel (ARC) attorneys in dependency court spend nearly all of their time during the working week in the courtroom. This creates great difficulty in being able to have effective attorney-client communications, let alone meaningful client counseling.

Consequently, after assessing the need intra-agency and upon reviewing best practices of similar agencies in other states, Regional Counsel 1 (RC1) 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.

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RC1 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 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.

\$55,000 * 3 Positions = \$165,000 in salaries, benefits, and rate
Operations request is from Modified-Standard # 3.

Priority #4

Issue Title: Realignment of Administrative Expenditures - Add

Issue Code: 2000100

Fund: Indigent Civil Defense Trust Fund

Operations: \$75,000

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, First Region (RC1) is requesting a Trust Fund realignment from Contracted Services to Operations in order to meet operation expenditures. RC1 operations expenditures exceed its annual appropriations. RC1 is requesting realignment of 100% transfer authority. Please see companion "Deduct" issue code 200200.

Priority #5

Issue Title: Realignment of Administrative Expenditures - Deduct

Issue Code: 2000200

Fund: Indigent Civil Defense Trust Fund

Contracted Services: -\$75,000

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, First Region (RC1) is requesting a Trust Fund realignment from Contracted Services to Operations in order to meet operation expenditures. RC1 operation expenditures exceed its annual appropriations. RC1 is requesting realignment of 100% transfer authority. Please see companion "Add" issue code 200100.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 2nd
REGION**

Priority #1

**Issue Title: Recruitment and Retention Pay Issue for Justice Administration
Employees**

Issue Code: 4401A90

Fund: General Revenue

Rate: 140,000

Salaries and Benefits: \$162,568

Narrative: Regional Counsel (RC) agencies experience annual turnover and endure a costly cycle of recruiting and training new attorneys and staff to make up for attorneys and staff trained by the RCs who leave for more lucrative positions at other state agencies or for the private sector.

The RCs received a pay adjustment of \$2,000 for each assistant regional counsel attorney with 0 – 3 years of agency service and an adjustment of \$4,000 per attorney with 3 or more years of agency service as of June 30, 2019. These are the amounts awarded by the legislature in the FY2018-19 General Appropriations Act for assistant regional counsels as a “competitive pay adjustment.”

However, the attorneys that moved from Other Personal Services (OPS) to Full-Time Equivalent (FTE) on July 1, 2019 did not receive that adjustment nor did the staff members (56). They have all been with RC2 over one year in an OPS position. In short, the award of this pay adjustment for retention to the RCs for their assistant regional counsel attorneys and staff will improve core functionality and will help ensure the agencies’ long-term, continued success.

Priority #2

Issue Title: Cross Jurisdictional Death Penalty Program

Issue Code: 5005020

Fund: General Revenue

FTE: 7:00

Rate: 307,500

Salaries and Benefits: \$415,125

Operations: \$498,826 (\$28,497 non-operating)

Due Process: \$480,000

TR/DMS/HR Services: \$1,638

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, Second District Court of Appeal (RC2), is proposing a Cross Jurisdictional Death Penalty Program to show how it will provide death penalty litigation at reduced costs, when compared with private registry counsel, while still ensuring client representation is adequate and is not

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REGION (continued)**

diminished in effectiveness. The cost of a death penalty case can vary from \$100,000 to close to \$2.1 million (Schottelkotte, 2013, p.1). The *majority of costs* in a death penalty case are those incurred through conducting thorough investigation, compiling mitigation support, and assembling a team of experts for review/evaluation and to provide witness testimony at trial. However, the *largest expense* in death penalty litigation is usually attorney labor. Assigning death penalty cases to RC2 attorneys receiving a set salary will result in a **significant** cost savings to the State of Florida. The Justice Administrative Commission (JAC) pays attorney labor and due process costs for death penalty cases litigated by private registry counsel. JACs records show a large amount of money paid out for death penalty cases in the following judicial circuits: 4th, 5th, 9th, 11th and 17th. RC2 considered the following cities within those judicial circuits for the Cross Jurisdictional Death Penalty Program: Jacksonville, Ocala, Orlando, Miami and Fort Lauderdale.

Due to the close proximities and the number of cases of Ocala and Orlando, they were chosen for the Cross Jurisdictional Death Penalty program. Additional factors were accessibility, economy, and the unlikelihood of a conflict of interest.

The more death penalty cases handled in-house by RC2 attorneys, the more taxpayer dollars are saved.

Priority #3

Issue Title: Criminal Conflict and Civil Regional Counsel Workload

Issue Code: 3001360

Fund: General Revenue

FTE: 23:00

Rate: 535,965

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, 2nd Region (RC2) is requesting 15 attorney FTE positions and 8 staff FTE positions **and corresponding rate only**. RC2 currently is able to provide the salary dollars for the employees who have worked in a consistent Other Personal Service (OPS) positions for approximately 1 year plus. These staff members are essential and were placed into OPS positions to carry out the duties of Florida Statute 27.511 and have become permanent in OPS. These employees are necessary to the effective and ethical representation for our clients and the duties and responsibilities stated in Florida Statute 27.511. The award of these positions and rate will improve the core functionality of the agency long term.

The Office of Criminal Conflict and Civil Regional Counsel, 2nd DCA (RC2) is requesting the corresponding rate for FY 2020-2021 following for twenty two (23) positions totaling **\$ 535,965:**

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15 Attorneys converted from OPS to FTE overlap positions FTE and Rate only. Salary dollars are already being expended.

Positions Rate Total \$375,000

8 Legal Assistants converted from OPS to FTE overlap positions FTE Rate only. Salary dollars are already being expended.

Positions and Rate only Total \$160,965

Priority #4

Issue Title: Dependency Legal Representation

Issue Code: 5007000

Fund: General Revenue

FTE: 8:00

Rate: 410,000

Salaries and Benefits: \$584,588

Operations: \$85,000 (\$33,008 non-recurring)

TR/DMS/HR Services: \$1,872

Narrative: The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA requests six (6) FTE dependency attorneys and two (2) Forensic Social Workers to handle the additional caseload requirements resulting from the implementation of the Florida Early Childhood Court Initiative (ECC). Often referred to as "baby court", the initiative is aimed toward improving children's safety, permanency and well-being. Special emphasis is placed on frequent contact between parent and child which either promotes reunification or accelerates termination for permanency. There is a "sense of urgency" fostered to achieve reunification, adoption or the termination of rights compared to that of traditional family court due to the child's age. While the goal is to keep the child safe and bring the family together again, the accelerated timeline creates additional pressures for the attorney.

Attorneys for the parent in these cases must communicate with their clients often to ensure they are following their specific case plan, participating in required programs and classes, and receiving the necessary treatment or reunification is jeopardized. Many of the parents face challenges which in turn make the job harder and more time-consuming for the attorney. One (1) additional attorney for each of the six (6) Childhood Courts in RC2s District will ensure parents are receiving the representation necessary for ensuring their parental rights are not terminated prematurely or in error.

Dependency Drug Court, a new specialty court, is starting in Dade City (6th Circuit). Due to the addition of Drug Court, RC2 is also requesting one (1) FTE attorney to handle the additional caseload requirements imposed by this court. Clients often have more than one type of case that spans across many different courtrooms. If the attorney is to leave one courtroom to go to another with their client, this leaves no legal counsel remaining in the

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original courtroom to represent and counsel the remaining clients. Specialty courts create the need to have an additional attorney in each courtroom.

6th Circuit = (2) Childhood Courts – Clearwater 2015 and Pasco 2016
(2) Dependency Drug Courts - Clearwater 2017 and Pasco 2018
12th Circuit = (2) Childhood Courts –
13th Circuit = (1) Childhood Court – 2016
(1) Drug Court - 2005

Priority #5

Issue Title: Information and Technology Replacement

Issue Code: 24010C0

Fund: General Revenue

Operations: \$42,940 non-recurring)

Narrative: Government Service improvement by replacing technology helps to increase customer service, reduce repetition, deliver services in new efficient ways, improve collaboration, and increase safe guards on information stored. While the type of work government agencies conduct doesn't change very often, updated technology can help agencies do that work more efficiently and effectively.

Priority #6

Issue Title: Continuing Legal Education

Issue Code: 3800130

Fund: General Revenue

Operations: \$50,000

The Office of Criminal Conflict and Civil Regional Counsel 2nd District has been providing continuing education credits for our 140 attorney and paralegals in the most fiscal manner possible which is holding seminars in house. By holding the seminars in house it saves the costs of registration, hotels and mileage for state travel. The funding requested above is for the costs of speakers and travel within our district for the seminars. The attorneys and staff that work at the Office of Criminal Conflict and Civil Regional Counsel, 2nd District will benefit from this request if granted as each attorney is required to complete 33 hours of continuing education every three years. RC2 has over the past years created and held seminars in house in conjunction with our local Bar Association and Judicial Circuits to keep taxpayers expenses down.

Approximately 140 attorneys and staff would benefit being sent to educational seminars within the 2nd District

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REGION (continued)**

Proposed cost savings of having seminars held in house by Regional Conflict Second District compared to Regional Conflict Second District associates attending outsourced seminars:

A cost savings analysis has been conducted calculating a total of ten of RC2's associates attending a one day seminar in house (RC2) compared to a one day seminar out of district hosted by an outsourced vendor being held in Orlando. The associates have been selected from previous seminar attendance. Five associates are from our Fort Myers office, three from Bartow, one from Clearwater and one from Sarasota. This is a one day seminar event. The time of the seminar and location can be chosen by RC2 whereas an outsourced seminar cannot; avoiding the expense of hotel, per diem, registration and meals. Mileage is calculated from FDOT.

Travel expenses are as follows for the Orlando seminar:

Hotel \$1,500 (10 x \$150 = \$1,500)

Per diem for five (5) associates at \$80 (10 x \$80 = \$800)

Event registration \$3,250 (10 x \$325 = \$3,250)

Meals \$19 x 10 = \$190

Mileage for five (5) associates from Fort Myers round trip \$801 (5 x 306 = 1800 x \$0.445 = \$801)

Three (3) associates from Bartow \$158 (3 x 118 = 354 x \$0.445 = \$158),

One (1) associate from Clearwater \$94 (1 x 212 = 212 x \$0.445 = \$94)

One (1) associate from Sarasota \$114 (1 x 256 = 256 x \$0.445 = \$114)

All travel expenses totaling: **\$6,707** (\$1,500 + \$600 + \$3,250 + \$190 + \$801 + \$158 + \$94 + \$114 = \$6,707)

Seminars held in house only incur mileage and guest speaker fees for all of our associates based from our location and our ability to select times for our seminars to begin.

Mileage for five (5) associates from Fort Myers at \$4 (5 x 2 = 10 x \$0.445 = \$4)

Three (3) associates from Bartow \$254 (3 x 190 = 570 x \$0.445 = \$254)

One (1) associate from Clearwater \$110 (1 x 248 = 248 x \$0.445 = \$110)

One (1) associate from Sarasota \$63 (1 x 142 = 142 x \$0.445 = \$63)

Totaling: **\$431** (4 + \$254 + \$110 + \$63 = \$431)

Plus any speaker fees. We have found that due to RC2 being a state agency most speakers waive their speaking fee. Having in house seminars will have a significant saving to the state of Florida.

Substantial savings in house:

\$6,707 x 10 = \$67,070 (for 100 RC2 employees) to go to Orlando Seminar

\$431 x 10 = \$4,310 (for 100 employees to travel to Fort Myers within our district or any other office in our district)

Ratio would be 13:1

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 2nd
REGION (continued)**

Priority # 7

Issue Title: Florida Bar Dues

Issue Code: 4204020

Fund: General Revenue

Operations: \$23,000

Narrative: Each fiscal year the Office of Criminal Conflict and Civil Regional Counsel will reimburse its attorneys and paralegals required to pay Florida Bar Dues as it is an essential requirement for their jobs; provided it is permitted by the Legislature. We have an estimated 100 attorneys and staff each year that RC2 reimburses for this expense from our Operations budget. RC2 would benefit by budgeting annually as a recurring budget for operations to reimburse employees for their Florida Bar dues. The cost is an average at \$23,000.

Priority # 8

Issue Title: Building Rental for Privately Owned Office Space

Issue Code: 2301900

Fund: General Revenue

Operations: \$16,822

Narrative: The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA (RC2) is requesting funds for increased rent obligations. Unlike other state agencies, RC2 must pay private rent. The increased rent is projected to be \$16,403 for twelve (12) Months Calculated by 3% increase.

*RC2 will attempt to renew lease agreements with current Lessors at the current rate or a maximum of three percent increase. Additionally, some offices require payment for janitorial and pest control services in order to comply with the terms of RC2 leases. These services currently cost \$13,951 and are expected to increase to \$14,370 for FY 2020-2021. The increased cost for these services is projected to be \$419.

Total Request for increased rent, janitorial and pest control is \$16,822.

Priority # 9

Issue Title: Swipe Card Access for Building Security

Issue Code: 4201760

Fund: General Revenue

Operations: \$8,541

Narrative:

Regional Counsel 2nd DCA (RC2) is responsible for maintaining a confidential environment for the protection of its client's information. Swipe Card Access systems meet this need while providing cost savings, increased efficiency and access tracking.

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REGION (continued)**

Cost savings is achieved from avoidance of re-keying access points when existing employees separate and duplicating keys when new employees are hired. Access card are far less expensive and can be activated, adjusted and deactivated instantly as circumstance require. This is especially important for RC2 because 8 offices can be managed from a single point despite being in different counties. Increased efficiency and tracking is obtained by ensuring employees have access to RC2 offices with greater flexibility while being validated by electronic access logs.

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 3rd
REGION**

Priority # 1

Issue Title: Senior Management Benefits for Designated Staff

Issue Code: 4409A10

Fund: General Revenue

Salaries and Benefits: \$71,972

Contingent upon approval of the Florida Legislature for participation in the Senior Management Service (SMS) class, the Offices of Criminal Conflict & Civil Regional Counsel (OCCCRC) request the appropriate recurring funding for the five Regional Counsels and their senior level staff to be reclassified to SMS positions. 110.402 F.S. provides that the Senior Management Service class is for positions which are primarily and essentially policymaking or managerial in nature. The five appointed Regional Counsels, their Chief Assistant Regional Counsel, Chief Administrative Directors & Chief Investigators set policy and on average, manage over 100 FTEs, each.

Currently, the retirement total contribution rate is 11.47%, and the SMS retirement rate is 28.41%. The five Offices of Criminal Conflict & Civil Regional Counsel each request the necessary recurring funds to cover the difference in retirement benefits.

The Offices of Criminal Conflict & Civil Regional Counsel, Third Region requests \$71,972.

Funding of this request will have several positive impacts; it will align the OCCCRC's with their counterparts administratively served by the Justice Administration Commission, including the 20 Offices of the Public Defenders, the 20 Offices of the State Attorney, the 3 Offices of Capital Collateral, and the Statewide Guardian ad Litem. Funding of this request will also allow the appointed agency heads to receive the same retirement benefit that budget entity executive directors receive throughout the entire Florida Retirement System. SMS benefits will allow the OCCCRCs to remain competitive in the Florida state government employment market.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 3rd
REGION (continued)**

Priority # 2

Issue Title: Salary Adjustment for Regional Counsel Support Staff

Issue Code: 4203A20

Fund: General Revenue

Rate: 47,050

Salaries and Benefits: \$54,634

Narrative: Offices of Criminal Conflict and Civil Regional Counsel are requesting a 5% increase for all non-attorney positions, including the accompanying payroll tax plus additional retirement contributions. These employees were excluded from the legislative pay increase given to Assistant Regional Counsels in FY 2019-2020. A five percent cost-of-living increase is requested for the recruitment and retention of high-quality support staff members, who are essential to the efficient operation of Regional Counsel Offices and the criminal justice system as whole. There is no annual cost of living increase for these employees. Although the Legislature enacted a one-time salary increase for these employees during FY 2017-2018, it was the first such salary increase approved in several years. Prior to 2017, the Legislature last provided across-the-board salary increases in 2013 and in 2006. When combined with the mandated increases in pension contributions by employees that began in 2011, wages have remained stagnant and unable to keep up with inflation. This issue will allow the Offices of Criminal Conflict & Regional Counsel to remain competitive should the support staff salaries of other Judicial Related Offices, such as Offices of Public Defender and Office of State Attorney increase.

Priority # 3

Issue Title: Forensic Social Workers for Dependency Court

Issue Code: 3005190

Fund: General Revenue

FTE: 3.00

Rate: 165,000

Salaries and Benefits: \$232,285

Operations: \$30,666 (\$10,719 non-recurring)

TR/DMS/HR Services: \$702

Office of Criminal Conflict and Civil Regional Counsel, 3rd Region (RC3) 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.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 3rd
REGION (continued)**

Consequently, after assessing the need intra-agency and upon reviewing best practices of similar agencies in other states, RC3 seeks to implement an interdisciplinary approach and create a Social Services Unit whereby forensic social workers on staff are 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.

RC3 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, are able to establish a social worker intern program consisting of students who are pursuing degrees in social work, and thereby further enhancing client services and better outcomes for families at no additional cost to the State. Three (3) Forensic Social Workers will enhance representation in dependency cases.

Priority # 4

Issue Title: Realignment of Administrative Expenditures - Add

Issue Code: 2000100

Fund: Indigent Civil Defense Trust Fund

Operations: \$20,000

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, Third Region (RC3) is requesting a trust fund realignment from Contracted Services to Operations in order to meet operation expenditures. RC3 operations expenditures exceed its annual appropriations. RC3 is requesting realignment of 100% transfer authority. Please see companion "Deduct" issue code 2000200.

Priority # 5

Issue Title: Realignment of Administrative Expenditures - Deduct

Issue Code: 2000200

Fund: Indigent Civil Defense Trust Fund

Operations: -\$20,000

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, Third Region (RC3) is requesting a trust fund realignment from Contracted Services to Operations in order to meet operation expenditures. RC3 operations expenditures exceed its annual appropriations. RC3 is requesting realignment of 100% transfer authority. Please see companion "Add" issue code 2000100.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 4th
REGION**

Priority # 1

Issue Title: Senior Management Benefits For Designated Staff

Issue Code: 4409A10

Fund: General Revenue

Salaries and Benefits: \$154,069

Narrative: Contingent upon approval of the Florida Legislature for participation in the Senior Management Service (SMS) class, the Offices of Criminal Conflict and Civil Regional Counsel (OCCCRC) request the appropriate recurring funding for the five Regional Counsels to be reclassified to SMS positions. 110.402 F.S. provides that the Senior Management Service class is for positions which are primarily and essentially policymaking or managerial in nature. The five appointed Regional Counsels set policy and on average, manage over 100 FTEs, each. Currently, the Regional Counsel in the 4th Region's (RC4's) regular class retirement contribution rate is 8.47% and the SMS retirement rate is 25.41%, a difference of 16.04%. The five Offices of Criminal Conflict and Civil Regional Counsel each request \$19,481 in recurring funds to cover the difference in retirement benefits, totaling \$97,405. Funding of this request will align the Regional Counsels with their counterparts administratively served by the Justice Administration Commission, including the 20 Offices of the Public Defenders, the 20 Offices of the State Attorney, the 3 Offices of Capital Collateral, and the Statewide Guardian ad Litem.

Gross Salary - \$115,000 for five (5) RCs = \$575,000

Current Regular Class Retirement Rate (8.47%) = \$48,702.50

SMS Retirement (25.41%) = \$146,107.50

Difference for five (5) RCs = \$97,405 or \$19,481 each

In addition, with respect to RC4, three are currently eleven (11) employees who are in managerial or policy making positions and who either (1) head an organizational unit, or (2) have responsibility to effect or recommend personnel, budget, expenditure, or policy decisions in their areas of responsibility. Contingent upon approval of these managerial /policy making positions for inclusion in SMS, RC4 requests the appropriate recurring funding, which is as follows:

Gross Salary - Eleven (11) RC4 employees = \$909,500.52

Current Regular Class Retirement Rate (8.47%) = \$77,034.69

SMS Retirement (25.41%) = \$231,104.08

Difference for Eleven (11) RC4 employees = \$154,069.39

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 4th
REGION (continued)**

Priority # 2

Issue Title: Salary Adjustment for Regional Counsel Support Staff

Issue Code: 4203A20

Fund: General Revenue

Rate: 64,599

Salaries and Benefits: \$75,013

Narrative: A five (5) percent cost-of-living increase is requested for all non-attorney support staff employees, which include forensic social workers, investigators, legal assistants, and administrative staff. The ability to retain experienced, quality employees is essential to the effective and efficient operation of the Regional Counsel agencies and the vital role they play in the justice system as a whole. Only assistant regional counsel attorneys were included in the FY 2019-20 competitive pay adjustment increase. “New dollar” funding for non-attorney staff members of the Regional Counsel offices has only been allocated once previously, in 2017, and it did not then apply to OPS positions when, at that time, many current FTE employees were in OPS status. When the mandated increases in pension contributions by employees are considered, wages for these employees have remained stagnant and unable to keep up with inflation. Due to the recurring nature of this request it is respectfully requested that the increase be funded solely with General Revenue dollars, and the 5% increase includes the accompanying payroll tax plus additional retirement contributions. This issue will enhance all agency activities by promoting retention and will assist in attracting new, qualified employees as well.

Approval of this request will have a positive impact on RCC's activity:
Regional Counsel Workload (ACT2000)

Priority # 3

Issue Title: Forensic Social Workers for Dependency Court

Issue Code: 3005190

Fund: General Revenue

FTE: 7:00

Rate: 385,000

Salaries and Benefits: \$541,997

Operations: \$69,300 (\$27,265 non-recurring)

TR/DMS/HR Services: \$1,638

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, 4th Region (RC4) requests seven (7) additional full-time equivalent (FTE) positions, salary & benefits and corresponding rate for seven (7) 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

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OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 4th REGION (continued)

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.

This is a best practices model which a recent study has shown produces shorter stays for children in foster care and leads to 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 each of the agency’s three judicial circuits where it has been partially implemented to date. Moreover, the Social Services Unit, by employing forensic social workers who hold an M.S.W. degree, has been able to establish a social worker intern program consisting of students who are pursuing degrees in social work, and thereby further enhancing client services and better outcomes for families at no additional cost to the State.

Seven (7) additional Forensic Social Workers are needed to more fully implement this national best practices model and to be able to enhance the representation provided to the agency’s indigent parent clients in all of the dependency court divisions in the seven counties of the 4th DCA Region.

Seven (7) Forensic Social Workers

				Standard #3	
Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
55,000	385,000	\$156,997	\$541,977	\$69,300	\$27,265

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 4th
 REGION (continued)**

Priority # 4

Issue Title: Criminal Conflict and Civil Regional Counsel Workload

Issue Code: 3001360

Fund: General Revenue

FTE: 9:00

Rate: 682,500

Salaries and Benefits: \$914,577

Operations: \$93,300 (\$35,055 non-recurring)

TR/DMS/HR Services: \$2,106

Appellate Attorney for Dependency Caseload

One (1) additional appellate attorney is needed in order for the agency to meet its statutory obligation to provide appellate representation to dependency clients upon their right to an appeal of their dependency and termination of parental rights trials. At the inception of the agency, no FTE positions were allocated by the legislature for appeals, yet it has been necessary for RC4 to staff the agency with two full time appellate lawyers who presently handle both criminal and civil cases. The increase in dependency caseloads at the trial level has led directly to an increase in dependency appeals; to the point an appellate lawyer dedicated solely to dependency appeals is now needed.

One (1) Appellate Attorney for Dependency

Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Standard #3 Non Rec
62,500	62,500	\$23,637	\$86,137	\$10,600	\$3,895

Capital Litigation Attorneys

With the addition of “Hurst” capital resentencing to current and ongoing pre-trial (*i.e.*, non-post-conviction cases) capital case appointments, RC4’s death penalty caseload remains at an above-peak level. Additional qualified attorneys are needed in order for RC4 to continue to have the ability to provide the mandated constitutionally effective representation to clients in capital proceedings. 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.

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 REGION (continued)**

Two (2) Capital Litigation Attorneys

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
100,000	200,000	\$59,364	\$259,634	\$21,200	\$7,790

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, RC4 employs only one “in-house” mitigation specialist (a position created by promoting from RC4’s Social Services Unit) and it remains necessary to retain investigators and additional mitigation specialists on a contracted-for basis utilizing scarce due process funds. The addition of these positions will reduce the expenditure on due process funds on a case-by-case basis, resulting in a net savings.

One (1) Capital Case Investigator, Capital Division

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
60,000	60,000	\$23,234	\$83,234	\$9,900	\$3,895

One (1) Death Penalty Mitigation Specialist, Capital Division

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
60,000	60,000	\$23,234	\$83,234	\$9,900	\$3,895

Dedicated “Graham/Miller” Attorneys and Mitigation Specialist

The “Graham/Miller” decisions from the US Supreme Court have mandated new sentencing standards for juveniles in homicide and life felony cases which, in turn, requires the hiring of specially qualified attorneys and mitigation specialists. These cases include not only previously sentenced individuals who are entitled to re-sentencing hearings, but to current and all future cases of juveniles charged with homicides and life felonies (or felonies “punishable by life”) where the potential sentences is the functional equivalent of life without parole. RC4 requires three additional attorneys with the specialized knowledge and litigation abilities to provide representation which is in accord with the evolving standards for these cases by which effective representation will be judged. An additional mitigation specialist with appropriate experience is also needed in order to reduce RC4’s due process expenditures on these cases, as it is necessary, at present, to continue to retain mitigation specialists for these cases/clients.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 4th
 REGION (continued)**

Three (3) Dedicated “Graham/Miller” Attorneys

				Standard #3	
Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
80,000	240,000	\$79,374	\$319,374	\$31,800	\$11,685

One (1) “Graham/Miller” Mitigation Specialist

				Standard #3	
Rate	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
60,000	60,000	\$23,234	\$ 83,234	\$ 9,900	\$ 3,895

				Standard #3	
FTEs	Total Rate	Benefits	Total Salaries & Benefits	Total	Non Rec
9.00	682,500	\$232,077	\$914,577	\$93,300	\$35,055

Priority #5

Issue Title: Building Rental for Privately Owned Office Space

Issue Code: 2301900

Fund: General Revenue

Operations: \$89,738

Narrative: RC4 seeks full funding for the recent increases in its obligations for rent expenses related to the leased professional spaces which house RC4’s offices. Unlike comparable state agencies (*i.e.*, the trial courts, the public defenders’ offices, state attorneys’ offices, and clerks of courts), whose “lease, maintenance, utilities, and security for facilities” are funded by the county governments, the RCs’ budgets, by law, must be funded entirely by the legislature for these operating costs. *Lewis v. Leon County*, 73 So.3d 151 (Fla. 2011) (Florida Supreme Court decision of September 22, 2011, holding the state legislature is responsible for the “overhead costs” outlined in Article V, Section 14(c) of the Florida Constitution.)

RC4 (like the other RC agencies) occupies space within several privately-owned professional office buildings. RC4 utilizes standardized forms from the Department of Management Services for the terms of engagement with the private landlords, but prevailing market standards dictate annual three percent (3%) CPI increases for the multi-year leases. These increases and the utilities costs for telephone, janitorial, and internet services are non-discretionary in nature, and RC4 (and the other RCs) requests they be regarded by the legislature as automatically incorporated into the agency’s base budget, start-up value.

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REGION (continued)**

The charts, below, demonstrate the rental increases, the facilities expenses and the amounts requested for each.

West Palm Beach Office - 1st Floor - 2,220 sf.		
FY '20-'21		
6/1/19 - 5/31/20	\$27.46/sf	\$5,080.10
6/1/20 - 5/31/21	\$28.28/sf	\$5,231.80
		\$151.70
	months	X12
Total		\$1,820.40

West Palm Beach Office - 3rd Floor - 1,710 sf.		
FY '20-'21		
6/1/19 - 5/31/20	\$25.89/sf	\$3,689.33
6/1/20 - 5/31/21	\$26.66/sf	\$3,799.05
		\$109.72
	months	X12
Total		\$1,316.64

West Palm Beach Office - 2nd Floor - 9,560 sf.		
FY '20-'21		
6/1/19 - 5/31/20	\$27.46/sf	\$21,876.47
6/1/20 - 5/31/21	\$28.28/sf	\$22,529.73
		\$653.26
	months	X12
Total		\$7,839.12

West Palm Beach Office - 3rd Floor - 2,234 sf*		
FY '20-'21		
12/1/19 - 11/30/20	\$25.88/sf	\$4,817.99
12/1/20 - 11/30/21	\$26.66/sf	\$4,963.20
		\$145.21
		X12
Total		\$1,742.52

Stuart Office - 1,530 sf.		
FY '20-'21		
4/1/19 - 3/31/20	\$23.90/sf	\$3,047.25
4/1/20 - 3/31/21	\$24.62/sf	\$3,139.05
		\$91.80
	months	X12
Total		\$1,101.60

Vero Beach Office - 1,081 sf.		
FY '20-'21		
9/1/19 - 8/31/20	\$18.54/sf	\$1,670.15
9/1/20 - 8/31/21	\$19.10/sf	\$1,720.59
		\$50.44
	months	X12
Total		\$605.28

Ft. Lauderdale Office - 3rd, 6th & 7th Floor - 17,399 sf.		
FY '20-'21		
6/1/19 - 5/31/20	\$28.68/sf	\$41,583.61
6/1/20 - 5/31/21	\$29.53/sf	\$42,816.04
		\$1,232.43
	months	X12
Total		\$14,789.16

Ft. Pierce Office - 6,000 sf.		
FY '20-'21		
9/1/19 - 8/31/20	\$20.22/sf	\$10,110.00
9/1/20 - 8/31-21	\$20.62/sf	\$10,310.00
		\$200.00
		X12
Total		\$2,400.00

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 4th
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Rent increases	\$31,614.72
Less: FY '19-'20 WPB 3rd floor renegotiated lease terms	(\$37,169.54)
Plus: FY '19-'20 unfunded portion of request Request \$241,429.00 Funded <u>\$181,349.00</u>	<u>\$60,080.00</u>
Total Rent increases	\$54,525.18
Facilities expenses	\$35,212.94
Total FY 2020-2021	\$89,738.12

*Note: WPB 3rd floor additional sf – In December, 2018, RC4 renegotiated for less additional sf, from 3,500 sf to 2,234 sf, at a lower initial price per sf, from \$26.66 to \$25.13. RC4’s 2019-2020 request and funding for the additional sf totaled \$93,309.96 (3,500 sf @ \$26.66). The renegotiated terms would have resulted in a request of \$56,140.42 (2,234 sf @ \$25.13). The difference equals \$37,169.54 and it subtracted from this request.

Priority # 6

Issue Title: Realignment of Administrative Expenditures - Add

Issue Code: 2000100
 Fund: Indigent Civil Defense Trust Fund
 Operations: \$40,980

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, 4th District (RC4) is requesting a Trust Fund realignment from Contracted Services to Operations in order to meet operation expenditures. RC4 operations expenditures exceed its annual appropriations. RC4 is requesting realignment of 100% transfer authority.

Please see companion “Deduct” issue code 200200.

Priority # 7

Issue Title: Realignment of Administrative Expenditures - Deduct

Issue Code: 2000200
 Fund: Indigent Civil Defense Trust Fund
 Contracted Services: (\$40,980)

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, 4th District (RC4) is requesting a Trust Fund realignment from Contracted Services to Operations in order to meet operation expenditures. RC4 operation expenditures exceed its annual appropriations. RC4 is requesting realignment of 100% transfer authority.

Please see companion “Add” issue code 200100.

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**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 5th
REGION**

Priority # 1

Issue Title: Senior Management Benefits for Designated Staff

Issue Code: 4409A10

Fund: General Revenue

Salaries and Benefits: \$53,693

Narrative: Contingent upon approval of the Florida Legislature for participation in the Senior Management Service (SMS) class, the Offices of Criminal Conflict & Civil Regional Counsel (OCCCRC) request the appropriate recurring funding for the five Regional Counsels to be reclassified to SMS positions. 110.402 F.S. provides that the Senior Management Service class is for positions which are primarily and essentially policymaking or managerial in nature. The five appointed Regional Counsels set policy and on average, manage over 100 FTEs, each.

Currently, the retirement total contribution rate is 11.47%, and the SMS retirement rate is 28.41%. The five Offices of Criminal Conflict & Civil Regional Counsel each request the necessary recurring funds to cover the difference in retirement benefits.

The Offices of Criminal Conflict and Civil Regional Counsel, Fifth Region requests \$53,693.

Funding of this request will have several positive impacts; it will align the OCCCRC's with their counterparts administratively served by the Justice Administration Commission, including the 20 Offices of the Public Defenders, the 20 Offices of the State Attorney, the 3 Offices of Capital Collateral, and the Statewide Guardian ad Litem. Funding of this request will also allow the appointed agency heads to receive the same retirement benefit that budget entity executive directors receive throughout the entire Florida Retirement System. SMS benefits will allow the OCCCRCs to remain competitive in the Florida state government employment market.

Priority # 2

Issue Title: Salary Adjustment for Regional Counsel Support Staff

Issue Code: 4203A20

Fund: General Revenue

Rate: 50,289

Salaries and Benefits: \$58,395

Narrative: Offices of Criminal Conflict and Civil Regional Counsel are requesting a 5% increase for all non-attorney positions, including the accompanying payroll tax plus additional retirement contributions. These employees were excluded from the legislative pay increase given to Assistant Regional Counsels in FY 2019-2020. A five percent cost-of-living increase is requested for the recruitment and retention of high-quality support

**SCHEDULE VIII-A
PRIORITY LISTING OF AGENCY BUDGET ISSUES -
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
FY 2020-2021**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 5th
REGION (continued)**

staff members, who are essential to the efficient operation of Regional Counsel Offices and the criminal justice system as whole. There is no annual cost of living increase for these employees. Although the Legislature enacted a one-time salary increase for these employees during FY 2017-2018, it was the first such salary increase approved in several years. Prior to 2017, the Legislature last provided across-the-board salary increases in 2013 and in 2006. When combined with the mandated increases in pension contributions by employees that began in 2011, wages have remained stagnant and unable to keep up with inflation. This issue will allow the Offices of Criminal Conflict & Regional Counsel to remain competitive should the support staff salaries of other Judicial Related Offices, such as Offices of Public Defender and Office of State Attorney increase.

Priority # 3

Issue Title: Forensic Social Workers for Dependency Court

Issue Code: 3005190

Fund: General Revenue

FTE: 1.00

Rate: 48,000

Salaries and Benefits: \$69,300

Operations: \$9,900 (\$3,895 non-recurring)

TR/DMS/HR Services: \$234

Narrative: Regional Counsel, 5th Region (RC5) requests funding for a Social Worker (class code 9668) to assist the 25 civil attorneys that handle dependency and termination of parental rights cases every day throughout 13 counties in the Fifth DCA Region. In FY 18-19, RC5 was appointed to 1,810 dependency cases, which is a 12.4% increase, or 200 cases increase from FY 17-18. A Social Worker would assist dependency attorneys in their daily management of clients; assist the parent clients directly in obtaining referrals for services and the court ordered services; assist the parent clients in adhering to case plans; and assist parent clients in obtaining housing, food, and travel. Approval of this request will positively impact RC5's workload activity as it will ensure that dependency clients are attended to in a timely manner and will free up attorneys to focus on core legal matters related to these cases. With the addition of this position our client involved in dependency and termination of parent rights cases will have better guidance throughout their proceedings, and lead to permanency in less time.

**SCHEDULE VIII-A
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET
 FY 2020-2021**

OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL – 5th REGION (continued)

Priority #4

Issue Title: Criminal Conflict and Civil Regional Counsel Workload
 Issue Code: 3001360
 Fund: General Revenue
 FTE: 2.00
 Rate: 85,000
 Salaries and Benefits: \$125,827
 Operations: \$19,248 (\$7,386 non-recurring)
 TR/DMS/HR Services: \$468

Narrative: Due to an increase in civil cases this office has been appointed to, funding is requested for an Assistant Regional Counsel (attorney), a Staff Assistant and a Forensic Social Worker to assist with civil caseload.

Assistant Regional Counsel and Staff Assistant for Civil Cases

Florida Statute 27.511 sets forth the specific cases in which the Office of Criminal Conflict and Civil Regional Counsel, Fifth Region (RC5) has prevue. Besides criminal cases and dependency cases, RC5 represents indigent clients in 13 counties in a variety of other civil cases, including but not limited to Jimmy Ryce cases, guardianships, probate, adult protective services, Stewart Marchman cases, and tuberculosis cases.

Dockets are spread throughout the week and notices frequently come in 24 hours in advance of court hearings. These are not traditional cases with fixed pre-trial, docket soundings, or other court dates. Cases are held at different courthouses and dockets often conflict with criminal and dependency docket calls. Assistant Regional Counsel attorneys are required to travel throughout the Region (5 Judicial Circuits, 13 counties) and conduct home visits with little notice.

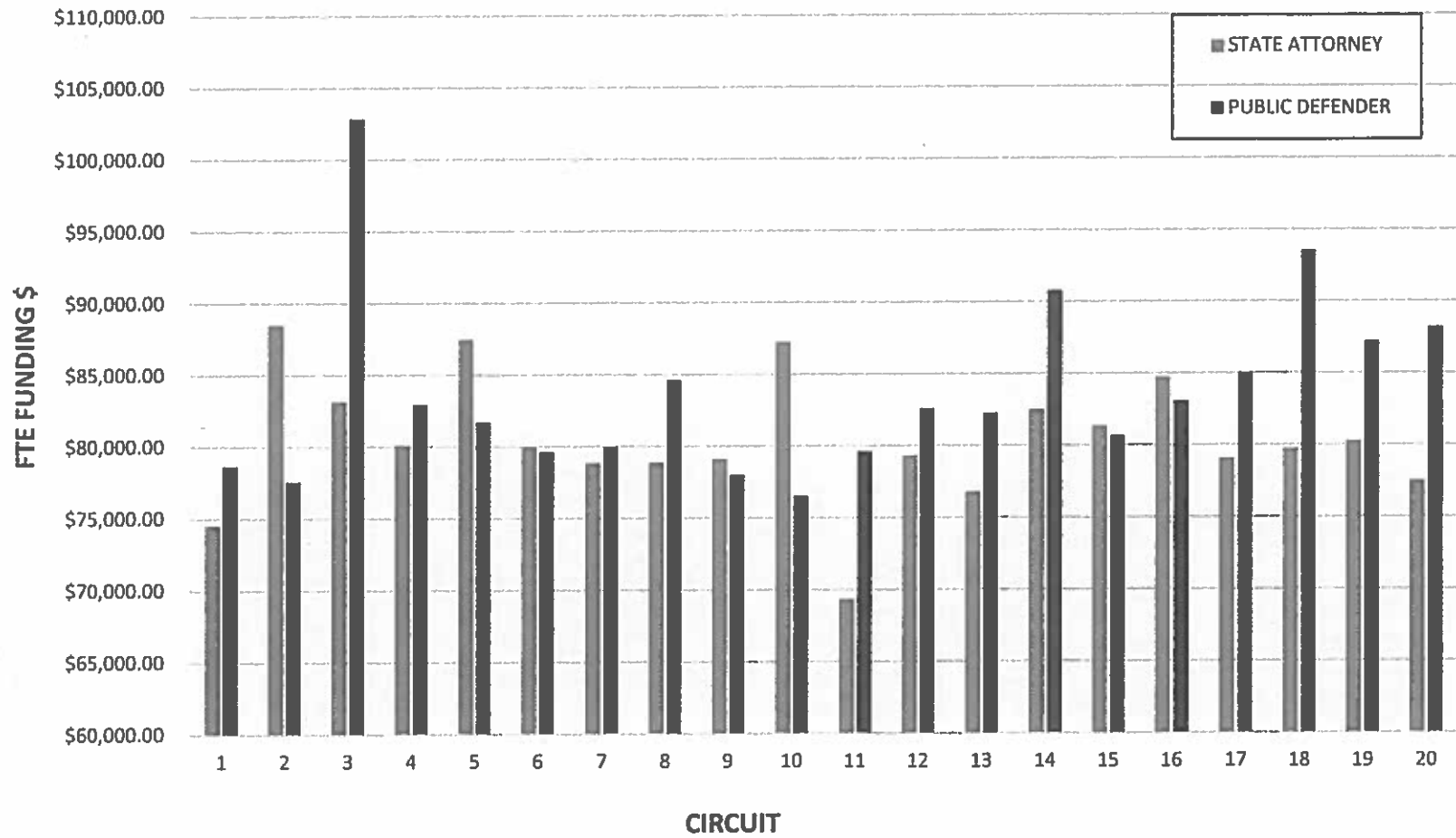
Representing indigent clients and wards in these matters requires specialized knowledge in civil law, civil procedure, and a vast amount of experience. Using the last five fiscal years, total case appointments have risen four of the past five years:

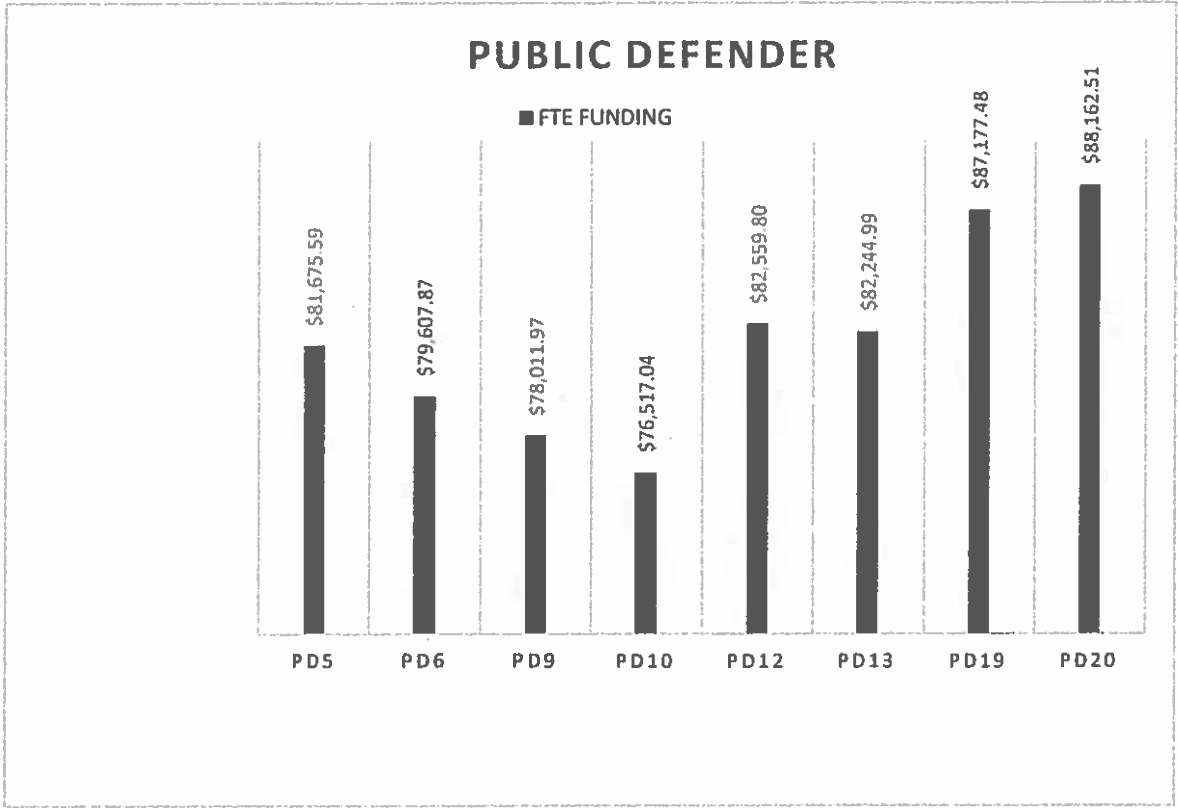
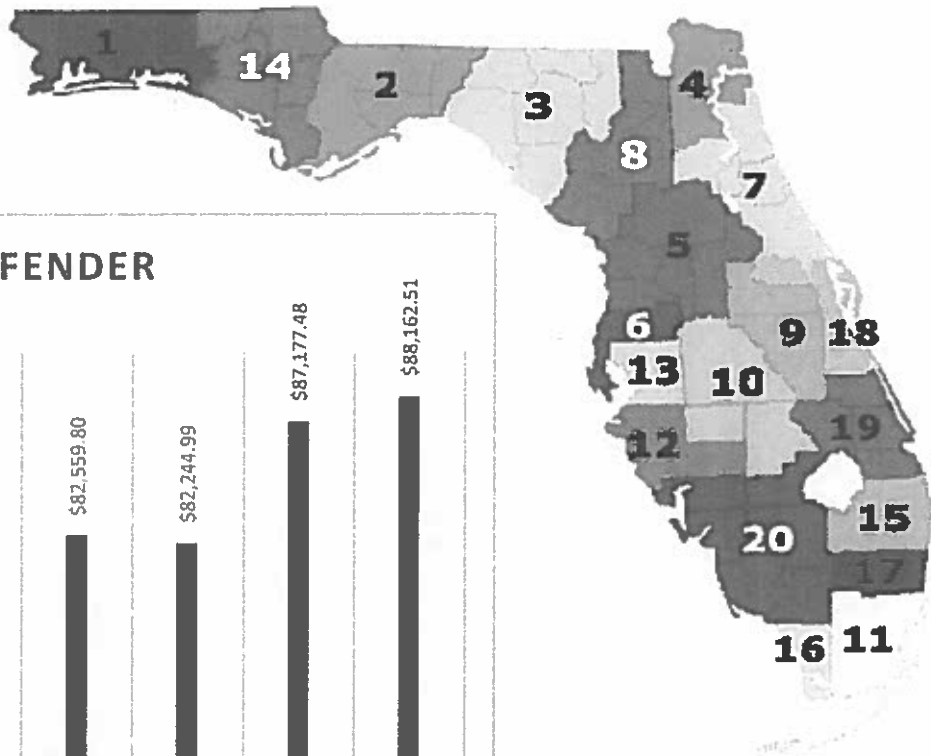
<u>FY</u>	<u>14-15</u>	<u>15-16</u>	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>	<u>Five Year Aggregate</u>	<u>14-19</u>
Total Cases	842	926	1,273	1,647	1,502		6,190
% increase		9.9%	37%	29%	-8%		78%

Since 2014-2015 RC5's total appointments have increased by 78%. Additionally, while RC5's cases have continually increased, as explained above, RC5 recently had a sudden and dramatic increase in guardianship cases (109 cases since June 28, 2019) due to the resignation and removal of Rebecca Fierle as professional guardian throughout the 5th DCA region.

Approval of this request will positively impact RC5's workload activity as it will ensure that all civil cases, are defended with representation by qualified attorneys with the necessary support assistants.

FTE FUNDING PER GAA LESS AMV - FY 2019/2020







Regional Counsel, Second District Cross Jurisdictional Death Penalty Program Projected Budget

Cross Jurisdictional Death Penalty Program for Three (3) Years - Recurring Costs

The Office of Criminal Conflict and Civil Regional Counsel, Second District Court of Appeal (RC2), is proposing a Cross Jurisdictional Death Penalty Program to take cases in Orlando and Ocala to show how it will provide death penalty litigation at reduced costs, when compared with private registry counsel, while still ensuring client representation is adequate and is not diminished in effectiveness.

The cost of a death penalty case can vary from \$100,000 to close to \$2.1 million (Schottelkotte, 2013, p.I). The **majority of costs** in a death penalty case are those incurred through taking depositions, conducting thorough investigation, compiling mitigation support, and assembling a team of experts for review/evaluation and to provide witness testimony at trial. However, the **largest expense** in death penalty litigation is usually attorney labor. Assigning death penalty cases to RC2 attorneys receiving a set salary will result in a **significant** cost savings to the State of Florida.

The Justice Administrative Commission (JAC) pays attorney labor and due process costs for death penalty cases litigated by private registry counsel. JACs records show a high number of death penalty cases in the following judicial circuits: 4th, 5th, 9th, 11th and 17th. RC2 considered the following cities within those judicial circuits for the Cross Jurisdictional Death Penalty Program: Jacksonville, Ocala, Orlando, Miami and Fort Lauderdale. Due to their close proximities, Ocala and Orlando were chosen for the Cross Jurisdictional Death Penalty Program. Additional factors were accessibility, economy, and the unlikelyhood of a conflict of interest.

The more death penalty cases handled in-house by RC2 attorneys, the more taxpayer dollars that are saved.

Budget Item	Requested from Legislature	Cost Shared by RC2	Total
Personnel			
Salaries			
Attorney #1 (1.0 FTE) \$85,000/yr x 1 yr (1st chair qualified)	\$42,500	\$42,500	\$85,000
Attorney #2 (1.0 FTE) \$85,000/yr x 1 yr (1st chair qualified)	\$42,500	\$42,500	\$85,000
Attorney #3 (1.0 FTE) \$70,000/yr x 1 yr (2nd chair qualified)	\$70,000	\$0	\$70,000
Attorney #4 (1.0 FTE) \$70,000/yr x 1 yr (2nd chair qualified)	\$70,000	\$0	\$70,000
Mitigation Specialist (1.0 FTE) \$65,000/yr x 1 yr	\$32,500	\$32,500	\$65,000
Investigator (1.0 FTE) \$55,000/yr x 1 yr	\$27,500	\$27,500	\$55,000
Paralegal (1.0 FTE) \$45,000/yr x 1 yr	\$22,500	\$22,500	\$45,000
Fringe Benefits			
Attorney #1 35% of Salary	\$14,875	\$14,875	\$29,750
Attorney #2 35% of Salary	\$14,875	\$14,875	\$29,750
Attorney #3 35% of Salary	\$24,500	\$0	\$24,500
Attorney #4 35% of Salary	\$24,500	\$0	\$24,500
Mitigation Specialist 35% of Salary	\$11,375	\$11,375	\$22,750
Investigator 35% of Salary	\$9,625	\$9,625	\$19,250
Paralegal 35% of Salary	\$7,875	\$7,875	\$15,750
Travel			
Attorneys			
Attorneys: 1 day travel			
Clearwater to Orlando - 212 miles (round trip) x 0.445 = \$94 x 4 positions x 6 trips	\$2,264	\$0.00	\$2,264
Attorneys: Overnight travel			
Clearwater to Orlando - 212 miles (round trip) x 0.445 = \$94 x 4 positions x 6 trips	\$2,264	\$0.00	\$2,264
Hotel \$120 (per night) x 4 positions x 6 trips	\$2,880	\$0.00	\$2,880
Meals \$36 x 4 positions x 6 trips	\$864	\$0.00	\$864
Per Diem \$80 x 4 positions x 6 trips	\$1,920	\$0.00	\$1,920
Mitigation Specialist and Investigator			
Mitigation Specialist and Investigator: 1 day travel			
Clearwater to Orlando - 212 miles (round trip) x 0.445 = \$94 x 2 positions x 6 trips	\$1,132	\$0.00	\$1,132
Mitigation Specialist and Investigator: Overnight travel			
Clearwater to Orlando - 212 miles (round trip) x 0.445 = \$94 x 2 positions x 6 trips	\$1,132	\$0.00	\$1,132
Hotel \$120 (per night) x 2 positions x 6 trips	\$1,440	\$0.00	\$1,440
Meals \$36 x 2 positions x 6 trips	\$432	\$0.00	\$432
Per Diem \$80 x 2 positions x 6 trips	\$960	\$0.00	\$960
Personnel Subtotal	\$430,413	\$226,125	\$656,538

Budget Item	Requested from Legislature	Cost Shared by RC2 Recurring	Cost Shared by RC2 Non-Recurring	Total
Nonpersonnel				
Physical Facilities				
Option #1: Orlando Space Rental (7) office spaces at \$8,333 month x 12 months	\$100,000	\$0	\$0	\$100,000
Option #2: Ocala Space Rental (7) office spaces at \$4,167/month x 12 months	\$50,000	\$0	\$0	\$50,000
Facility Management (Electric, janitorial, shredding) \$500/month x 12 months	\$0	\$6,000	\$0	\$6,000
Repair & Maintenance \$121 x 12 months	\$0	\$1,452	\$0	\$1,452
Security System \$50/month x 12 months	\$0	\$600	\$0	\$600
Contingencies	\$150,000	\$0	\$0	\$150,000

Standard # 3: Expense and Human Resource Services Assessments Package

RC Operating Expenditures (103227)	Attorneys (4)		Non-Attorney Professional (2)		Support Staff (1)	
	Recurring	Non-recur	Recurring	Non-recur	Recurring	Non-Recur
Telephone, line/use*	534.00	330.00	534.00	330.00	534.00	330.00
Telephone, purchase***	125.00	99.00	125.00	99.00	200.00	80.00
Postage	141.00		141.00		160.00	
Printing & Reproduction	121.00		121.00		121.00	
Repair & Maintenance	121.00		121.00			
Office Supplies*****	385.00		385.00		385.00	
File Cabinet 2 dr/36" wide w/lock	450.00	450.00	450.00	450.00	450.00	450.00
Bookcase 4 shelf/48" high	355.00	355.00	355.00	355.00		
Desk	625.00	625.00	625.00	625.00	614.00	614.00
Executive Chair	620.00	620.00	620.00	620.00		
Secretarial Chair					620.00	620.00
Side Arm Chair	304.00	304.00	304.00	304.00	304.00	304.00
Building Rental	3,866.00		3,866.00		3,007.00	
Software and Training	851.00	423.00	851.00	423.00	851.00	423.00
Data Communications	682.00		682.00		682.00	
Computing Equipment****	920.00	920.00	920.00	920.00	920.00	920.00
Law Library*****	700.00					
TOTAL:	10,800.00	4,126.00	10,100.00	4,126.00	8,848.00	3,741.00

TOTAL STANDARD #3 Requested from Legislature	72,248.00
TR/ HR SVCS/ DMS & STW CONTRACT (107040)= 7 x \$234	1,638.00

Budget Item	Requested from Legislature	Cost Shared by RC2 Recurring	Cost Shared by RC2 Non-Recurring	Total
Subtotal Nonpersonnel - Option #1	\$323,886			\$323,886 Operations (103227)
Subtotal Nonpersonnel - Option #2	\$273,886			\$273,886
Total Direct Costs (Personnel + Nonpersonnel Subtotals) - Option #1	\$754,299	\$226,125		\$980,424
Total Direct Costs (Personnel + Nonpersonnel Subtotals) - Option #2	\$704,299	\$226,125		\$930,424
Indirect Costs (30%) - Option #1	\$226,290	\$67,838		\$294,127 Operations (103227)
Indirect Costs (30%) - Option #2	\$211,290	\$67,838		\$279,127

Budget Item	Requested from Legislature	Cost Shared by RC2	Cost Shared by RC2 Non-Recurring	Total
Due Process for 8 cases/year - \$60,000 each case (Funds to be held by JAC)	\$480,000	\$0		\$480,000 Due Process (100777)

Total Cross Jurisdictional Death Penalty Program Costs - Option #1 (Orlando) for 1 Year	\$1,460,589	\$293,963		\$1,754,552
Total Cross Jurisdictional Death Penalty Program Costs - Option #2 (Ocala) for 1 Year	\$1,395,589	\$293,963		\$1,689,552
Total Cross Jurisdictional Death Penalty Program Costs - Option #1 (Orlando) for 3 Years	\$4,381,769	\$881,888	(\$56,994)	\$5,206,662
Total Cross Jurisdictional Death Penalty Program Costs - Option #2 (Ocala) for 3 Years	\$4,186,769	\$881,888	(\$56,994)	\$5,011,662

Fiscal Year 2020-21 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration

Agency Budget Officer/OPB Analyst Name: Mailea Adams /

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	2165

1. GENERAL

1.1 Are Columns A01, A04, A05, A94, A95, A96, A36, A10, 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 (no trust fund files for narrative columns)? Is Column A02 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for the Trust Fund Files (the Budget Files should already be on TRANSFER CONTROL for DISPLAY and MANAGEMENT CONTROL for UPDATE)? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only (UPDATE status remains on OWNER)? (CSDI or Web LBR Column Security)	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 Column A12 security been set correctly to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for Budget and Trust Fund files? (CSDR, CSA)	Y	Y	Y	Y	Y
TIP The agency should prepare the budget request for submission in this order: 1) Copy Column A03 to Column A12, and 2) Lock columns as described above. 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 to the portal.					

2. EXHIBIT A (EADR, EXA)

2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 58 of the LBR Instructions?	Y	Y	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y	Y	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 28)? Do they clearly describe the issue?	Y	Y	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift where an appropriation category's funding source is different between A02 and A03? Were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	Y	Y	Y	Y	Y
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AUDITS:

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
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
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, a 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 [with a \$5,000 allowance] 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 [with a \$5,000 allowance at the department level] 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.					

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
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 2018-19 approved budget. Amounts should be positive. The \$5,000 allowance is necessary for rounding.					
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. Note that there is a \$5,000 allowance at the department level.					
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)						
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y
TIP	Exhibit D-3 is not 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) (Required to be posted to the Florida Fiscal Portal)						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 28 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 pages 66 through 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 68 through 70 of the LBR Instructions?	Y	Y	Y	Y	Y
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	Y	Y	Y	Y	Y
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E.4 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. (See pages 94 and 95 of the LBR Instructions.)	Y	Y	Y	Y	Y
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A	N/A	N/A	N/A	N/A
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y	Y	Y	Y	Y
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #20-002?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the LAS/PBS 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?	Y	Y	Y	Y	Y
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.	Y	Y	Y	Y	Y
7.16	Do the issue codes relating to special <i>salary and benefits</i> issues (e.g., position reclassification, pay grade adjustment, overtime/on-call pay, etc.) have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See pages 27 and 90 of the LBR Instructions.)	Y	Y	Y	Y	Y
7.17	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 24010C0, 30010C0, 33011C0, 160E470, or 160E480)?	Y	Y	Y	Y	Y
7.18	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	Y	Y	Y	Y	Y
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	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? (GENR, LBR1)	Y	Y	Y	Y	Y
7.21	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? (GENR, LBR2)	Y	Y	Y	Y	Y
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? (GENR, LBR3)	Y	Y	Y	Y	Y
7.23	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 66 through 70 of the LBR Instructions.					

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2019-20 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) (Required to be posted to the Florida Fiscal Portal)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y	Y
8.2	Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y	Y	Y
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A	N/A	N/A	N/A	N/A
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative; fixed capital outlay adjustment narrative)?	Y	Y	Y	Y	Y
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y	Y	Y	Y	Y
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	N/A	N/A	N/A	N/A	N/A
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to section 215.32(2)(b), Florida Statutes - 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, 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?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	N/A	N/A	N/A	N/A	N/A
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y	Y	Y	Y
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y	Y	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	Y
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	Y	Y	Y
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y	Y	Y	Y	Y
8.20	Are appropriate General Revenue Service Charge nonoperating amounts included in Section II?	Y	Y	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y	Y	Y	Y
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y	Y	Y	Y	Y
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01, Section III?	Y	Y	Y	Y	Y
8.25	Are current year September operating reversions (if available) appropriately shown in column A02, Section III?	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

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
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 ALL trust funds having an unreserved fund balance in columns A01, A02 and/or A03, and if so, does each column's total agree with line I of the Schedule 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 128 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
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 159 of the LBR Instructions.)	Y	Y	Y	Y	Y
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied? (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 95 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 (with "C" in 6th position or within a program component of 1603000000), 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 be included in the priority listing.	Y	Y	Y	Y	Y
13. SCHEDULE VIIIB-1 (EADR, S8B1)						
13.1	NOT REQUIRED FOR THIS YEAR					
14. SCHEDULE VIIIB-2 (EADR, S8B2) (Required to be posted to the Florida Fiscal Portal)						

Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165
14.1 Do the reductions comply with the instructions provided on pages 101 through 103 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used? Verify that excluded appropriation categories and funds were not used (e.g. funds with FSI 3 and 9, etc.)	Y	Y	Y	Y	Y
TIP Compare the debt service amount requested (IOE N or other IOE used for debt service) with the debt service need included in the Schedule VI: Detail of Debt Service, to determine whether any debt has been retired and may be reduced.					
15. SCHEDULE VIII C (EADR, S8C) (This Schedule is optional, but if included it is required to be posted to the Florida Fiscal Portal)					
15.1 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?	N/A	N/A	N/A	N/A	N/A
15.2 Are the priority narrative explanations adequate and do they follow the guidelines on pages 104-106 of the LBR instructions?	N/A	N/A	N/A	N/A	N/A
15.3 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?	N/A	N/A	N/A	N/A	N/A
AUDIT:					
15.6 Do the issues net to zero at the department level? (GENR, LBR5)	N/A	N/A	N/A	N/A	N/A
16. SCHEDULE XI (UCSR, SCXI) (LAS/PBS Web - see pages 107-111 of the LBR Instructions for detailed instructions) (Required to be posted to the Florida Fiscal Portal in Manual Documents)					
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 section 216.023(4) (b), Florida Statutes, 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 2018-19 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y	Y	Y
16.4 None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (Audit #1 should print "No Activities Found")	Y	Y	Y	Y	Y
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	Y	N/A

Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165
16.6 Has the agency provided the necessary standard (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: The activities listed in Audit #3 do not have an associated output standard. In addition, the activities were not identified as a Transfer to a State Agency, as Aid to Local Government, or a Payment of Pensions, Benefits and Claims. Activities listed here should represent transfers/pass-throughs that are not represented by those above or administrative costs that are unique to the agency and are not appropriate to be allocated to all other activities.)	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.					
17. MANUALLY PREPARED EXHIBITS & SCHEDULES (Required to be posted to the Florida Fiscal Portal)					
17.1 Do exhibits and schedules comply with LBR Instructions (pages 112 through 156 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y	Y
17.2 Does manual exhibits tie to LAS/PBS 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 Schedule IV-B for each IT project over \$1 million (see page 132 of the LBR instructions for exceptions to this rule)? Have all IV-Bs 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 158-160) 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) (Required to be posted to the Florida Fiscal Portal)					
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					

	Program or Service (Budget Entity Codes)				
Action	2130	2131	2150	2160	2165
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 2020-21 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration
Agency Budget Officer/OPB Analyst Name: Mailea Adams /

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	2170	2180			

1. GENERAL

1.1 Are Columns A01, A04, A05, A94, A95, A96, A36, A10, 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 (no trust fund files for narrative columns)? Is Column A02 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for the Trust Fund Files (the Budget Files should already be on TRANSFER CONTROL for DISPLAY and MANAGEMENT CONTROL for UPDATE)? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only (UPDATE status remains on OWNER)? (CSDI or Web LBR Column Security)	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			

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y			
1.4 Has Column A12 security been set correctly to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for Budget and Trust Fund files? (CSDR, CSA)	Y	Y			
TIP The agency should prepare the budget request for submission in this order: 1) Copy Column A03 to Column A12, and 2) Lock columns as described above. 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 to the portal.					

2. EXHIBIT A (EADR, EXA)

2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 58 of the LBR Instructions?	Y	Y			
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y			
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 28)? Do they clearly describe the issue?	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			
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AUDITS:

Action		Program or Service (Budget Entity Codes)				
		2170	2180			
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			
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			
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, a 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			
4.2	Is the program component code and title used correct?	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			
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			
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences [with a \$5,000 allowance] need to be corrected in Column A01.)	Y	Y			
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences [with a \$5,000 allowance at the department level] need to be corrected in Column A01.)	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.					

Action		Program or Service (Budget Entity Codes)				
		2170	2180			
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 2018-19 approved budget. Amounts should be positive. The \$5,000 allowance is necessary for rounding.					
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. Note that there is a \$5,000 allowance at the department level.					
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)						
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y			
TIP	Exhibit D-3 is not 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) (Required to be posted to the Florida Fiscal Portal)						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 28 of the LBR Instructions.)	Y	Y			
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See pages 66 through 68 of the LBR Instructions.)	Y	Y			
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 68 through 70 of the LBR Instructions?	Y	Y			
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			
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			
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			
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. (See pages 94 and 95 of the LBR Instructions.)	Y	Y			
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A	N/A			
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #20-002?	Y	Y			

Action		Program or Service (Budget Entity Codes)				
		2170	2180			
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the LAS/PBS 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			
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	Y	Y			
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	Y	Y			
7.14	Do the amounts reflect appropriate FSI assignments?	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.	Y	Y			
7.16	Do the issue codes relating to special <i>salary and benefits</i> issues (e.g., position reclassification, pay grade adjustment, overtime/on-call pay, etc.) have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See pages 27 and 90 of the LBR Instructions.)	Y	Y			
7.17	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 24010C0, 30010C0, 33011C0, 160E470, or 160E480)?	Y	Y			
7.18	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	Y	Y			
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			
AUDIT:						
7.20	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? (GENR, LBR1)	Y	Y			
7.21	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? (GENR, LBR2)	Y	Y			
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? (GENR, LBR3)	Y	Y			
7.23	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			
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 66 through 70 of the LBR Instructions.					

Action		Program or Service (Budget Entity Codes)				
		2170	2180			
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2019-20 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) (Required to be posted to the Florida Fiscal Portal)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y			
8.2	Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	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			
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			
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			
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			
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			
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 section 215.32(2)(b), Florida Statutes - including the Schedule ID and applicable legislation?	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, 001270, 001870, 001970)?	Y	Y			
8.10	Are the statutory authority references correct?	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			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	Y	Y			

Action		Program or Service (Budget Entity Codes)				
		2170	2180			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	N/A	N/A			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?	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			
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			
8.20	Are appropriate General Revenue Service Charge nonoperating amounts included in Section II?	Y	Y			
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y			
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y	Y			
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y			
8.24	Are prior year September operating reversions appropriately shown in column A01, Section III?	Y	Y			
8.25	Are current year September operating reversions (if available) appropriately shown in column A02, Section III?	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			
8.27	Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III?	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			
8.29	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	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			
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			

Action		Program or Service (Budget Entity Codes)				
		2170	2180			
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			
8.33	Has a Schedule IB been provided for ALL trust funds having an unreserved fund balance in columns A01, A02 and/or A03, and if so, does each column's total agree with line I of the Schedule I?	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			
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 128 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
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 159 of the LBR Instructions.)	Y	Y			
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied? (See page 92 of the LBR Instructions.)	Y	Y			
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	Y	Y			
11. SCHEDULE IV (EADR, SC4)						
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y			
TIP	If IT issues are not coded (with "C" in 6th position or within a program component of 1603000000), 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 be included in the priority listing.	Y	Y			
13. SCHEDULE VIIIB-1 (EADR, S8B1)						
13.1	NOT REQUIRED FOR THIS YEAR					
14. SCHEDULE VIIIB-2 (EADR, S8B2) (Required to be posted to the Florida Fiscal Portal)						

Action		Program or Service (Budget Entity Codes)				
		2170	2180			
14.1	Do the reductions comply with the instructions provided on pages 101 through 103 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used? Verify that excluded appropriation categories and funds were not used (e.g. funds with FSI 3 and 9, etc.)	Y	Y			
TIP	Compare the debt service amount requested (IOE N or other IOE used for debt service) with the debt service need included in the Schedule VI: Detail of Debt Service, to determine whether any debt has been retired and may be reduced.					
15. SCHEDULE VIII (EADR, S8C) (This Schedule is optional, but if included it is required to be posted to the Florida Fiscal Portal)						
15.1	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?	N/A	N/A			
15.2	Are the priority narrative explanations adequate and do they follow the guidelines on pages 104-106 of the LBR instructions?	N/A	N/A			
15.3	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?	N/A	N/A			
AUDIT:						
15.6	Do the issues net to zero at the department level? (GENR, LBR5)	N/A	N/A			
16. SCHEDULE XI (UCSR,SCXI) (LAS/PBS Web - see pages 107-111 of the LBR Instructions for detailed instructions) (Required to be posted to the Florida Fiscal Portal in Manual Documents)						
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 section 216.023(4) (b), Florida Statutes, the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y			
16.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y			
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
16.3	Does the FY 2018-19 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y			
16.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (Audit #1 should print "No Activities Found")	Y	Y			
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			

Action	Program or Service (Budget Entity Codes)				
	2170	2180			
16.6 Has the agency provided the necessary standard (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: The activities listed in Audit #3 do not have an associated output standard. In addition, the activities were not identified as a Transfer to a State Agency, as Aid to Local Government, or a Payment of Pensions, Benefits and Claims. Activities listed here should represent transfers/pass-throughs that are not represented by those above or administrative costs that are unique to the agency and are not appropriate to be allocated to all other activities.)	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			
TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
17. MANUALLY PREPARED EXHIBITS & SCHEDULES (Required to be posted to the Florida Fiscal Portal)					
17.1 Do exhibits and schedules comply with LBR Instructions (pages 112 through 156 of the LBR Instructions), and are they accurate and complete?	Y	Y			
17.2 Does manual exhibits tie to LAS/PBS where applicable?	Y	Y			
17.3 Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y			
17.4 Does the LBR include a separate Schedule IV-B for each IT project over \$1 million (see page 132 of the LBR instructions for exceptions to this rule)? Have all IV-Bs been emailed to: IT@LASPBS.STATE.FL.US	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			
AUDITS - GENERAL INFORMATION					
TIP Review <i>Section 6: Audits</i> of the LBR Instructions (pages 158-160) 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) (Required to be posted to the Florida Fiscal Portal)					
18.1 Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y			
18.2 Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A	N/A			
18.3 Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y			
18.4 Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A	N/A			
18.5 Are the appropriate counties identified in the narrative?	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			
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					

	Program or Service (Budget Entity Codes)				
Action	2170	2180			
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			