



THE STATE OF FLORIDA  
**JUSTICE ADMINISTRATIVE COMMISSION**

227 North Bronough Street, Suite 2100  
Tallahassee, Florida 32301



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

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

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

Justice Administration  
Tallahassee, Florida

October 14, 2022

Chris Spencer, Director  
Office of Policy and Budget  
Executive Office of the Governor  
1702 Capitol  
Tallahassee, Florida 32399-0001

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

John Shettle, Interim Staff Director  
Senate Committee on Appropriations  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Justice Administration is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2023-24 Fiscal Year. The internet website address that provides the link to the LBR on the Florida Fiscal Portal is <http://floridafiscalportal.state.fl.us/AgencyList.aspx>. This submission has been approved by me as Executive Director of the Justice Administrative Commission on behalf of all agencies within the Department.

Sincerely,

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

**COMMISSIONERS**

**Diamond R. Litty, Chair**  
*Public Defender, 19<sup>th</sup> Circuit*  
**Kathleen A. Smith**  
*Public Defender, 20<sup>th</sup> Circuit*  
**Brian Haas**  
*State Attorney, 10<sup>th</sup> Circuit*  
**Jack Campbell**  
*State Attorney, 2<sup>nd</sup> 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 2023-2024 October 15, 2022

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

Tim Sadberry, Staff Director  
Senate Committee on Appropriations  
201 Capitol  
Tallahassee, Florida 32399-1300

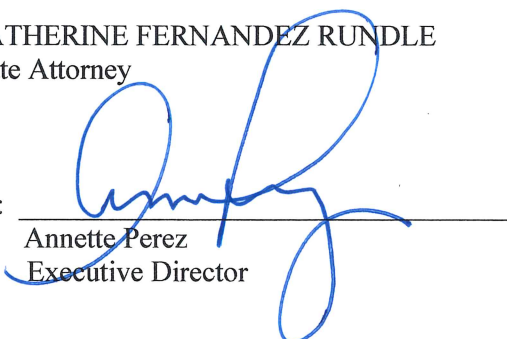
J. Eric Pridgeon, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

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 2023-24 Fiscal Year. This submission has been approved by Katherine Fernandez Rundle, State Attorney.

Sincerely,

KATHERINE FERNANDEZ RUNDLE  
State Attorney

By:   
Annette Perez  
Executive Director



**HAROLD F. PRYOR  
STATE ATTORNEY**

SEVENTEENTH JUDICIAL CIRCUIT OF FLORIDA  
BROWARD COUNTY COURTHOUSE  
201 SE SIXTH STREET  
FORT LAUDERDALE, FL 33301-3360

(954) 831-6955

Chris Spencer, Director Office of  
Policy and Budget  
Executive Office of the Governor 1702  
Capitol  
Tallahassee, Florida 32399-0001

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

John Shettle, Interim Staff Director Senate  
Committee on Appropriations 201 Capitol  
Tallahassee, Florida 32399-1300 Dear

Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Office of the State Attorney, 17<sup>th</sup> Judicial Circuit is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2023-24 Fiscal Year. This submission has been approved by Harold F. Pryor, State Attorney.

A large, stylized handwritten signature in black ink, appearing to read "Harold F. Pryor".

Harold F. Pryor

State Attorney

**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  
FISCAL YEAR 2023-24**

Capital Collateral Regional Counsel – Northern Region  
Tallahassee, Florida

October 15, 2022

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

Tim Sadberry, Staff Director  
Senate Committee on Appropriations  
201 The Capitol  
Tallahassee, Florida 32399-1100

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

Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Capital Collateral Regional Counsel – Northern Region is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2023-24 Fiscal Year. This submission has been approved by Robert S. Friedman as the Capital Collateral Regional Counsel – Northern Region.

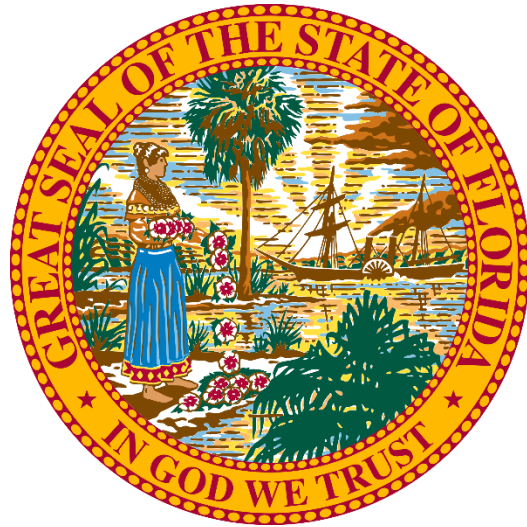
Sincerely,

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

Robert S. Friedman  
Capital Collateral Regional Counsel – North



# Justice Administration



## FY 2023-2024 Legislative Budget Request

### Department Level Exhibits and Schedules

**LEGISLATIVE BUDGET REQUEST FY 2023-24  
Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Early Coney v Andrew Warren		
Court with Jurisdiction:	Hillsborough County		
Case Number:	22-CA-000726		
Summary of the Complaint:	Tort Claim		
Amount of the Claim:	In excess of \$80,000.00		
Specific Statutes or Laws (including GAA) Challenged:	"The Fourth, Fifth, Sixth and Fourteenth Amendments to the United States Constitution, §772, Florida Statutes, and the tort law of Florida"		
Status of the Case:	Closed		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*

**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Glen John Schaeffer v Sean Bevil, et al		
Court with Jurisdiction:	Hillsborough County		
Case Number:	2021-CA-008004		
Summary of the Complaint:	Misconduct within the scope of job duties		
Amount of the Claim:	In excess of \$1,200,000.00		
Specific Statutes or Laws (including GAA) Challenged:	Brady Rule 373 U.S. 83; F.S 777.04(3); F.S. 833.022; F.S. 112.3173(6); F.S. 981.13		
Status of the Case:	Closed		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*

**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Gregory Lanard Gunn Sr. v Joan Corces, #0746738; John Distasio, #96328; Ashley Hodge, #072234		
Court with Jurisdiction:	Hillsborough County		
Case Number:	2020-CA-008194		
Summary of the Complaint:	Plaintiff claims Defendants violated his constitutional rights (4 <sup>th</sup> , 5 <sup>th</sup> , 6 <sup>th</sup> and 14 <sup>th</sup> ).		
Amount of the Claim:	In excess of \$100,000.00		
Specific Statutes or Laws (including GAA) Challenged:	None Listed		
Status of the Case:	Open		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*

**LEGISLATIVE BUDGET REQUEST FY 2023-24  
Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Jett-Andrew Kritzer and Tracy-Leigh Chizmar (Plaintiffs) State of Florida (Defendant)		
Court with Jurisdiction:	Hillsborough County		
Case Number:	None Listed		
Summary of the Complaint:	Sovereign Citizen		
Amount of the Claim:	In excess of \$10,000,000.00		
Specific Statutes or Laws (including GAA) Challenged:	None Listed		
Status of the Case:	In Suspense		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*

**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Kevin McBride v John Guzina, et al		
Court with Jurisdiction:	Hillsborough County		
Case Number:	8:21-cv-546-CEH-AEP		
Summary of the Complaint:	Constitutional Violations		
Amount of the Claim:	In excess of \$20,000,000.00		
Specific Statutes or Laws (including GAA) Challenged:	"42 U.S.C. § 1981, § 1983; § 1985(3); § 1986 and Florida Statutes"		
Status of the Case:	Closed		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*



**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Kyle Rohrig V Trevor Mylin as a State Attorney, et al		
Court with Jurisdiction:	Hillsborough County		
Case Number:	None Listed		
Summary of the Complaint:	Complaint for Damages		
Amount of the Claim:	In excess of \$500,000.00		
Specific Statutes or Laws (including GAA) Challenged:	42 U.S.C. 1983 and F.S. 768 §72		
Status of the Case:	In Suspense		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*

**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Olga Lavandeira V Andrew Warren in his Official Capacity at(sic) State Attorney for the Thirteenth Judicial Circuit		
Court with Jurisdiction:	Hillsborough County		
Case Number:	8:21-cv-02690-MSS-AEP		
Summary of the Complaint:	Violations of Title II of the Americans with Disabilities Act		
Amount of the Claim:	None Listed		
Specific Statutes or Laws (including GAA) Challenged:	42 U.S.C. §12101, <i>et seq</i> , 42 U.S.C. §12132, <i>et seq</i> , 42 U.S.C. §12131(1), 42 U.S.C. 12103(1)(A), 28 C.F.R. §35.160(b)(2), 28 C.F.R. §35.160(c),		
Status of the Case:	Open		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

Office of Policy and Budget – June 2021

**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Royal Prince Franklin Kingsland Johnson III V c/o State of Florida-Andrew Warren et		
Court with Jurisdiction:	Hillsborough County		
Case Number:	21-CA-007337		
Summary of the Complaint:	Demand for Cause of Action		
Amount of the Claim:	\$135,000,000.00		
Specific Statutes or Laws (including GAA) Challenged:	Violation of 13 <sup>th</sup> Amendment, Rule 56-Summary Judgement, 28§U.S. Code 2201		
Status of the Case:	Open		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*

**LEGISLATIVE BUDGET REQUEST FY 2023-24  
Schedule VII: Agency Litigation Inventory**

Agency:	<b>State Attorney's Office, 13<sup>th</sup> Circuit</b>		
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.)	Taylor Alexandra Lazzara v The State of Florida; Brian Whiteman; Sarah Whiteman		
Court with Jurisdiction:	Hillsborough County		
Case Number:	22-CA-002724		
Summary of the Complaint:	Petition for Declaratory Judgment and Relief from Restitution Order and Judgment		
Amount of the Claim:	\$400,000.00 exclusive of interest, court costs, and attorneys' fees		
Specific Statutes or Laws (including GAA) Challenged:	Florida Rule of Civil Procedure 1.540(b)(5)		
Status of the Case:	Open		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

*Office of Policy and Budget – June 2021*

**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>STATE ATTORNEY -15TH</b>		
Contact Person:	JEANNE HOWARD	Phone Number:	561.355.7272
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Council for Racial Justice v. Office of the State Attorney for the 15 <sup>th</sup> Judicial Circuit.		
Court with Jurisdiction:	15 <sup>th</sup> Circuit, Civil, Division AE		
Case Number:	2021CA013659		
Summary of the Complaint:	Writ of mandamus arising out of public records request.		
Amount of the Claim:	\$ Attorney fees and costs		
Specific Statutes or Laws (including GAA) Challenged:	Public Records FS 119		
Status of the Case:	Set for trial in April-May 2023. Just filed Answer and Affirmative Defenses.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel- Doug Wyler ESQ	
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 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>Public Defender – 15<sup>th</sup> Judicial Circuit</b>		
Contact Person:	Carey Haughwout	Phone Number:	561-355-7651
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Delfon Blair vs. Carey Haughwout		
Court with Jurisdiction:	Florida, 15 <sup>th</sup> Judicial Circuit		
Case Number:	50-2022-CA-007007088-XXXX-MB		
Summary of the Complaint:	Unsatisfactory Representation.		
Amount of the Claim:	\$1,000,000.		
Specific Statutes or Laws (including GAA) Challenged:			
Status of the Case:	Pending, Motion to Dismiss filed.		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	X	Office of the Attorney General or Division of Risk Management	
		Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).			



**LEGISLATIVE BUDGET REQUEST FY 2023-24**  
**Schedule VII: Agency Litigation Inventory**

Agency:	<b>Public Defender – 15<sup>th</sup> Judicial Circuit</b>		
Contact Person:	Carey Haughwout	Phone Number:	561-355-7651
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Stephanie Hales vs. Office of the Public Defender, 15 <sup>th</sup> Circuit FMLA Interference and Retaliatory Termination		
Court with Jurisdiction:	US District Court, Southern District of Florida		
Case Number:	9:22-CV-80269-RS		
Summary of the Complaint:	FMLA Interference and Retaliatory Termination		
Amount of the Claim:	\$56,000.plus damages, costs, compensatory damages, interest, attorney fees.		
Specific Statutes or Laws (including GAA) Challenged:	Family and Medical Leave Act 29U.S.C. 2601-2654		
Status of the Case:	Pending		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).			

# JUSTICE ADMINISTRATIVE COMMISSION

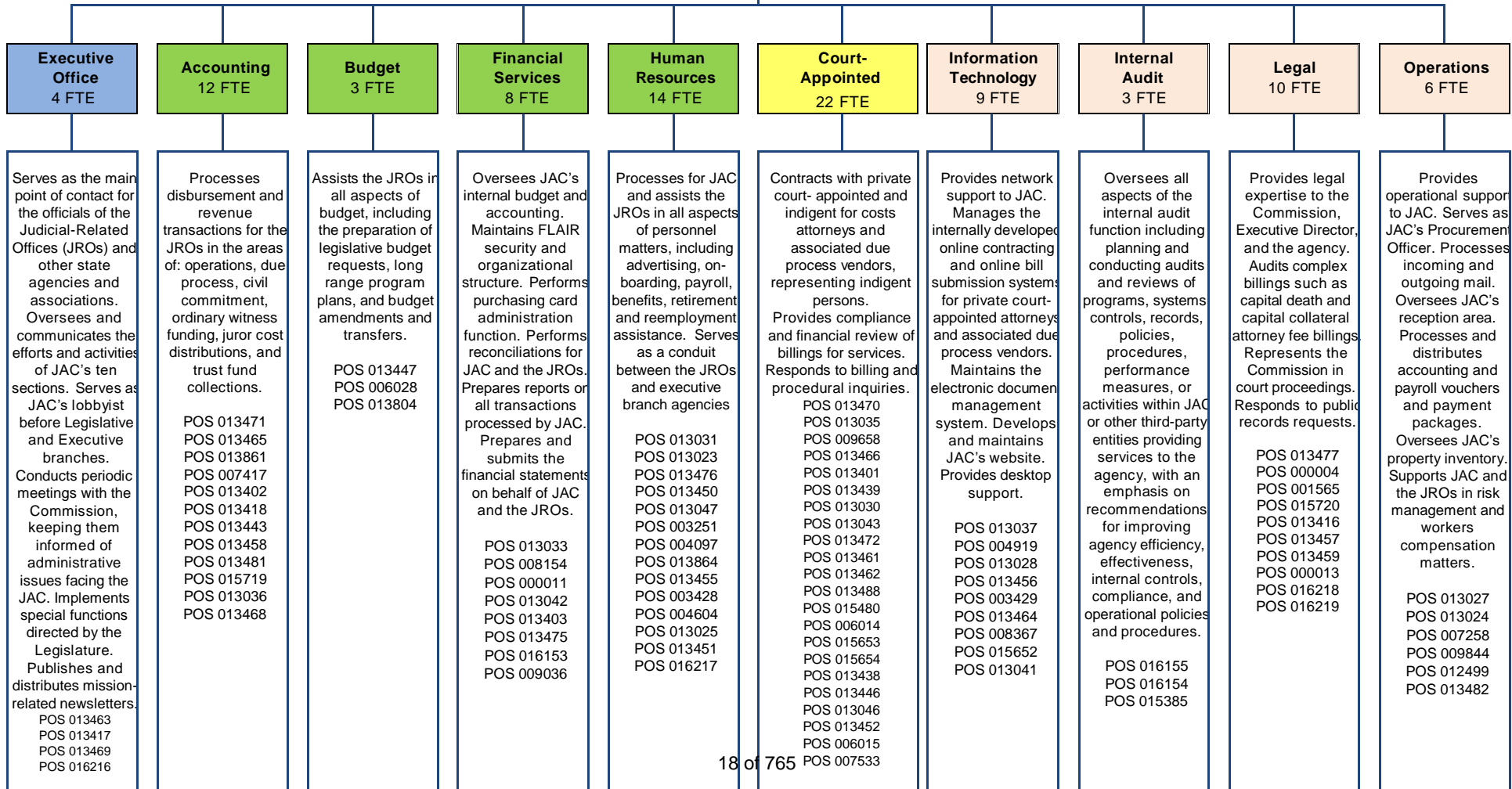
Effective July 1, 2022



92.0 FTE

**Commissioners**  
 Diamond R. Litty, Chair, Public Defender, Nineteenth Judicial Circuit  
 Kathleen A. Smith, Public Defender, Twentieth Judicial Circuit  
 Brian Haas, State Attorney, Tenth Judicial Circuit  
 Jack Campbell, State Attorney, Second Judicial Circuit

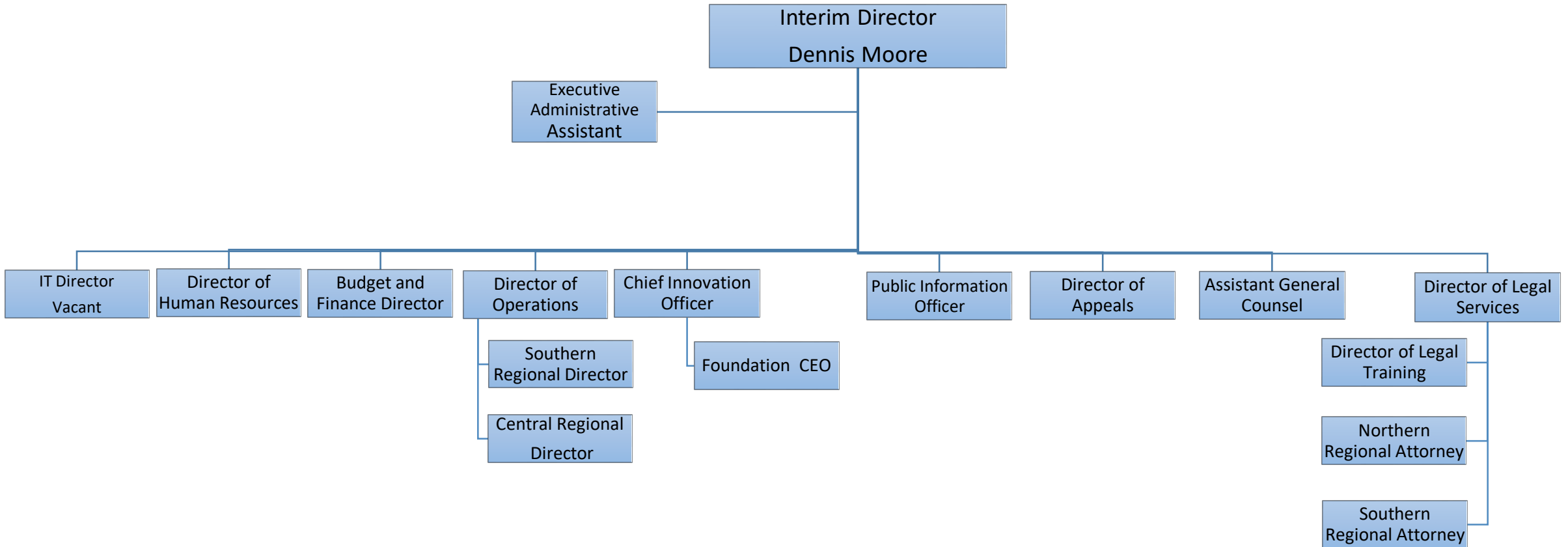
**Executive Director**  
 POS 003058



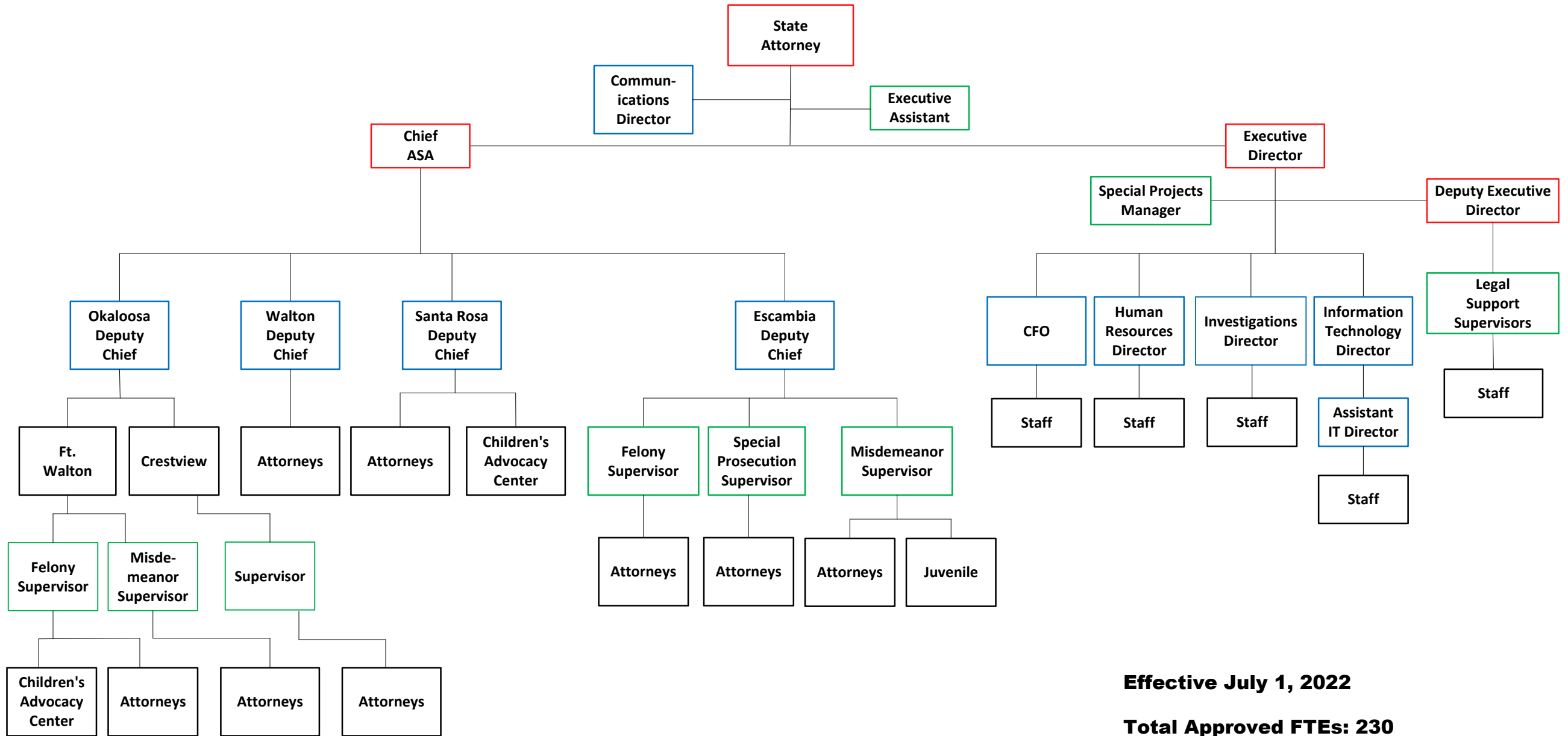
# Florida Statewide Guardian ad Litem Office



July 1, 2022  
747.5  
authorized FTEs



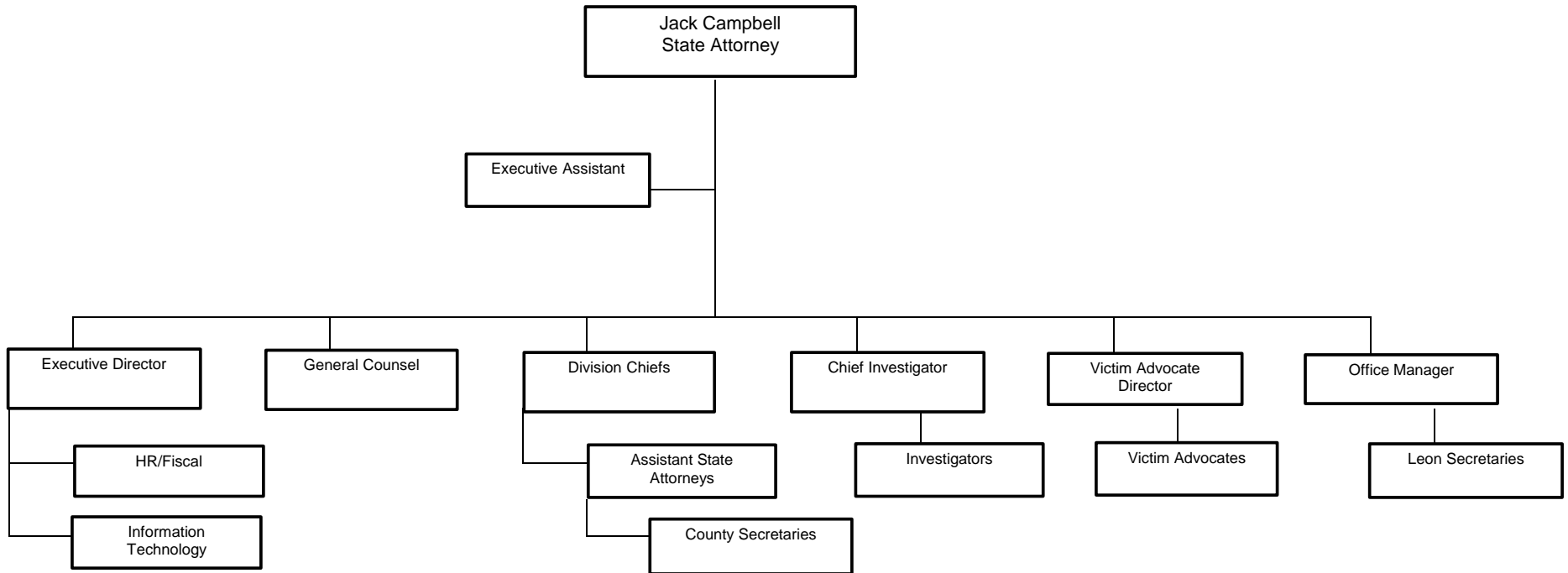
# Office of State Attorney, First Judicial Circuit of Florida



**Effective July 1, 2022**

**Total Approved FTEs: 230**

Schedule X - Organizational Chart  
Office of the State Attorney  
Second Judicial Circuit  
As of July 1, 2022

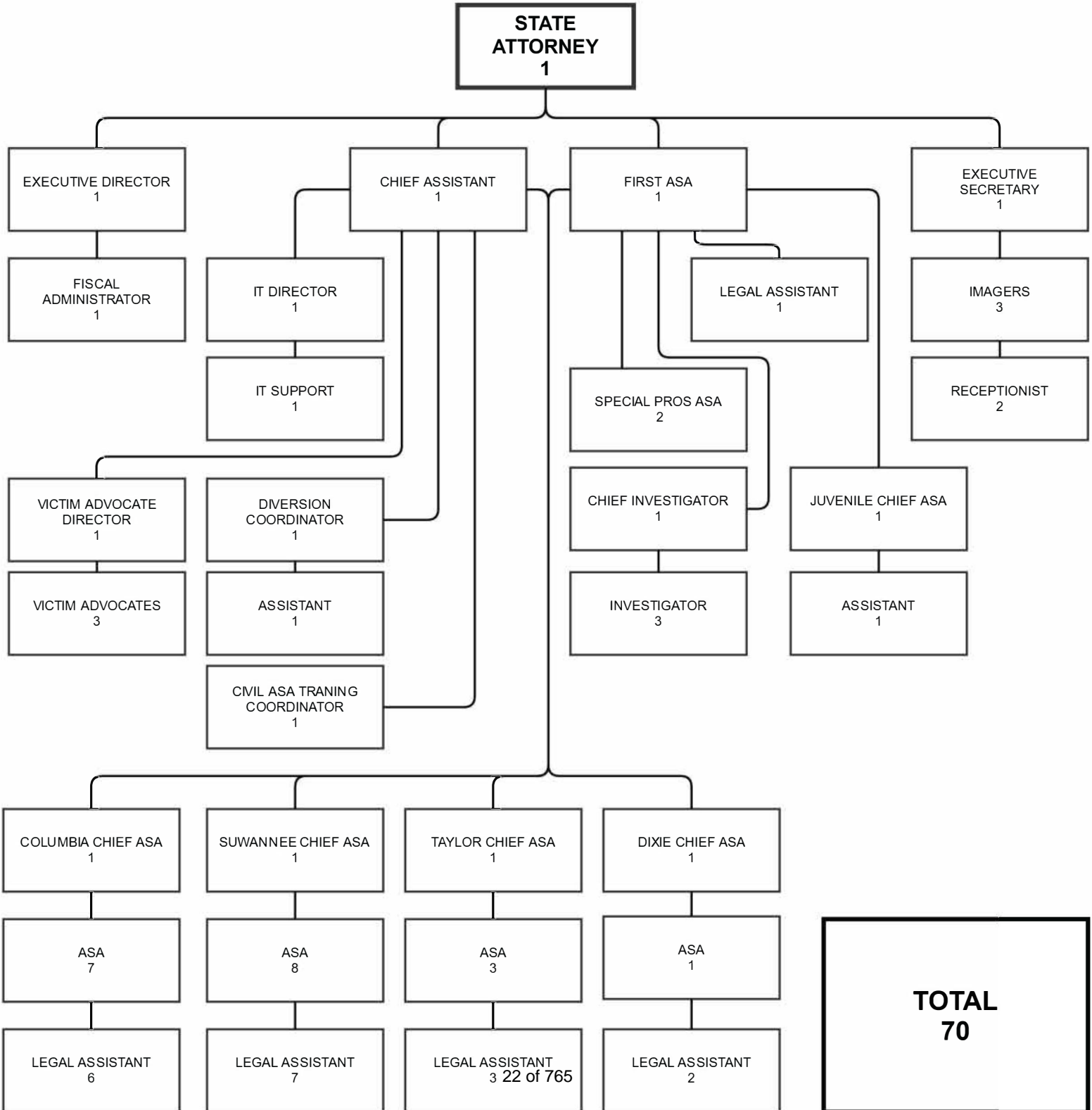


Authorized FTE: 115.00

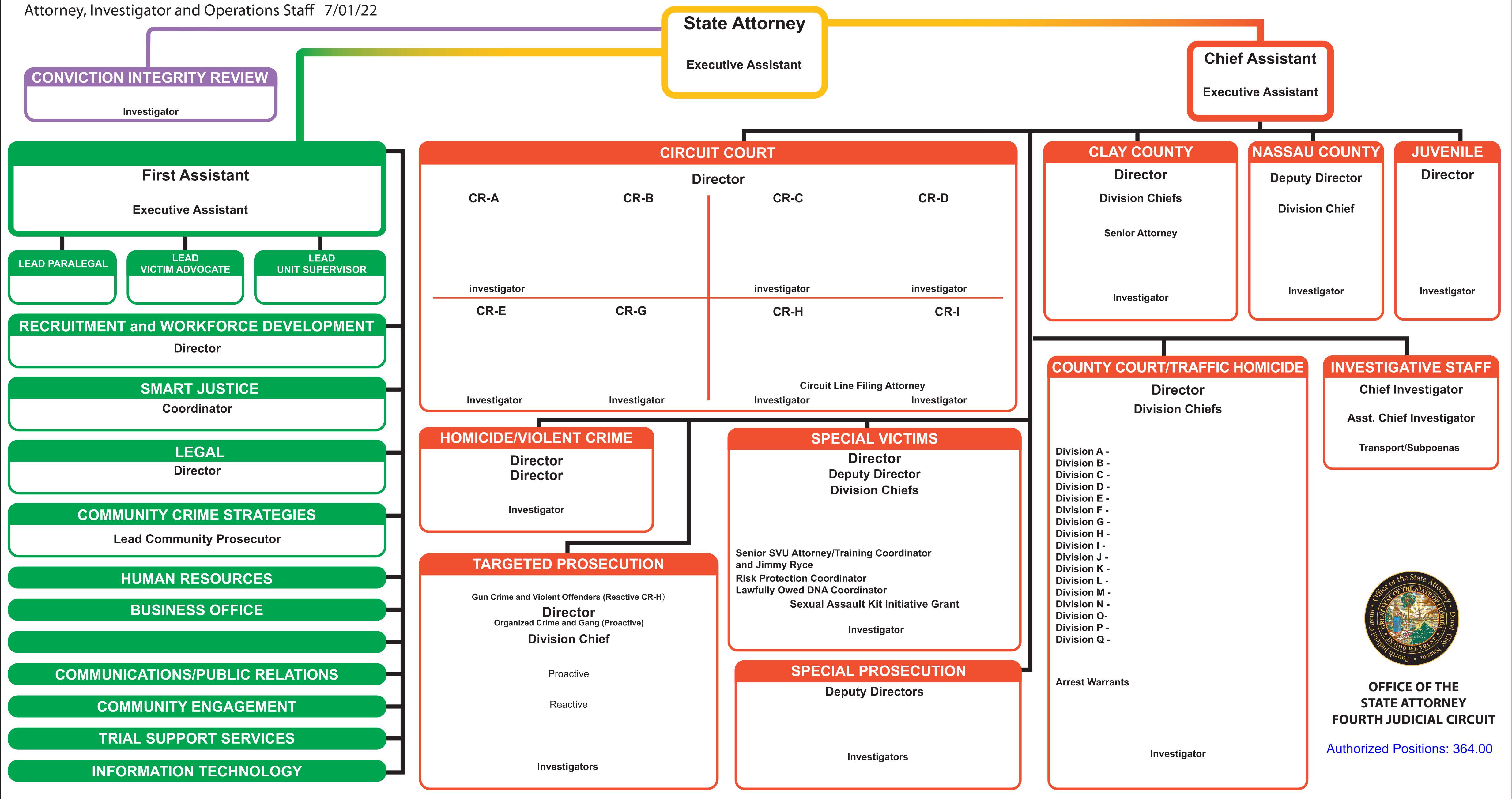
# ORGANIZATIONAL CHART OFFICE OF THE STATE ATTORNEY THIRD JUDICIAL CIRCUIT

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

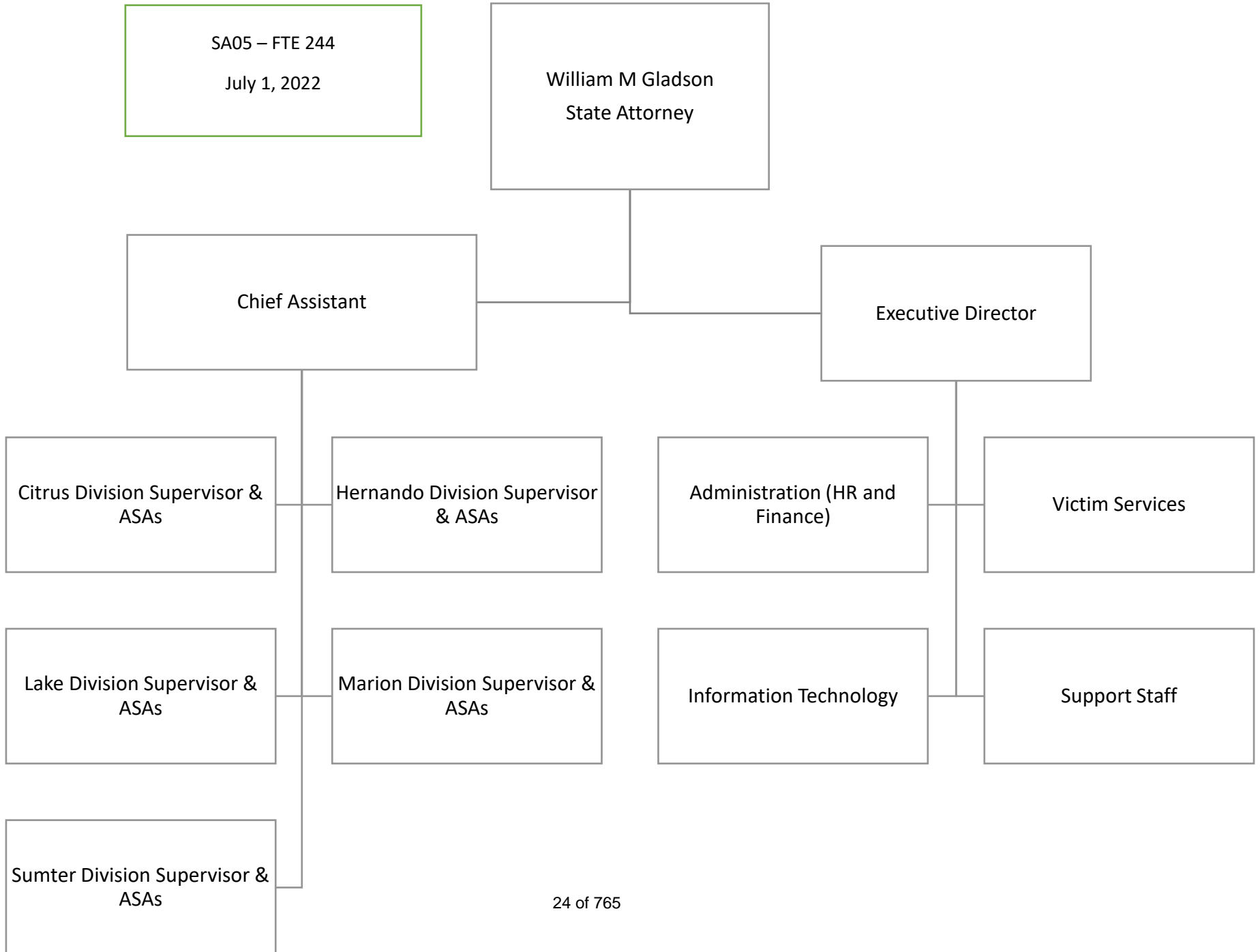
JULY 1, 2022



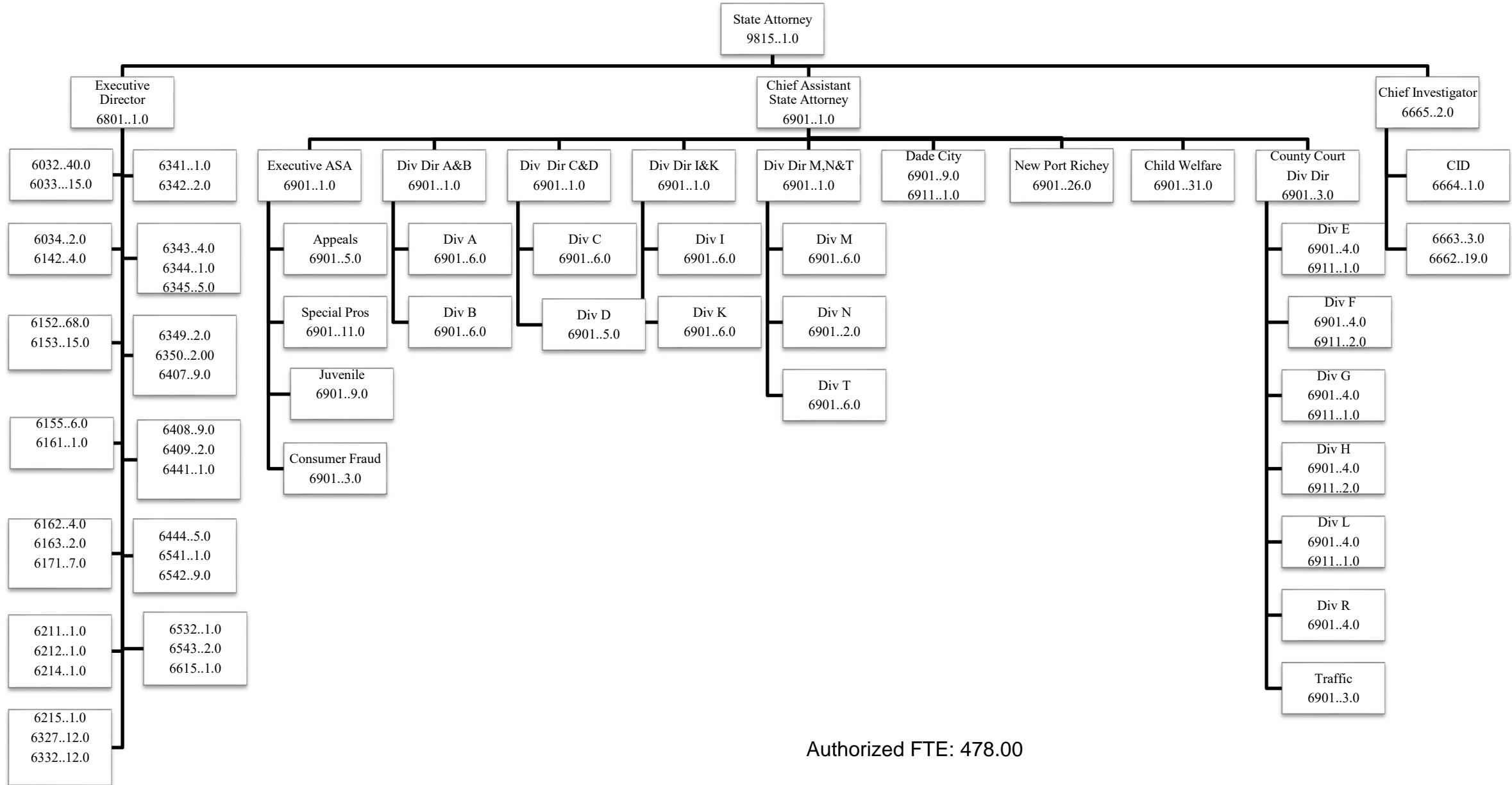




Office of the State Attorney, 5<sup>th</sup> Judicial Circuit  
Schedule X – Organization Chart

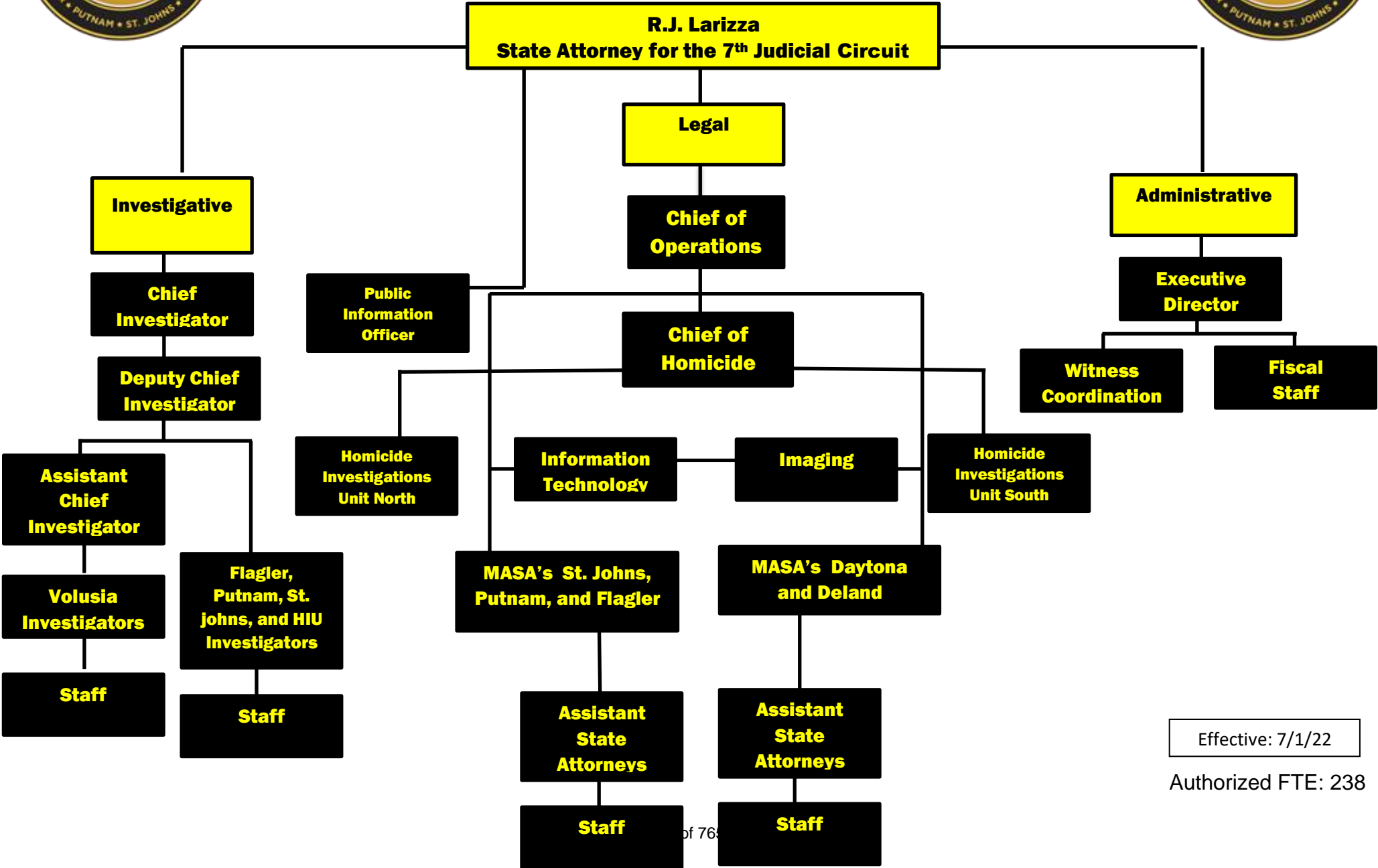


**Schedule X**  
**Organizational Structure**  
**Office of the State Attorney - Sixth Judicial Circuit**  
**Effective July 1, 2022**





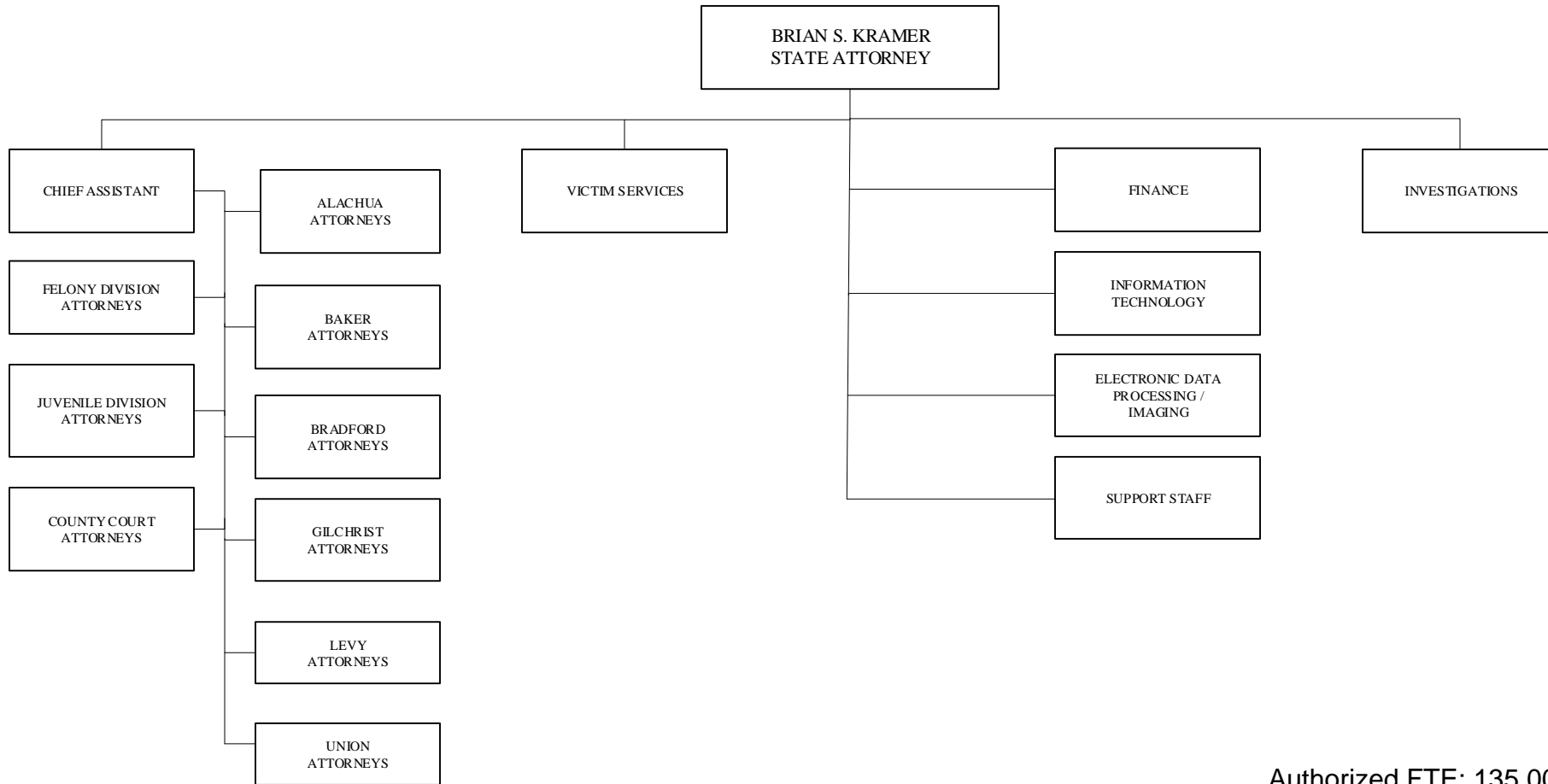
# Seventh Circuit State Attorney's Office Organizational Chart



Effective: 7/1/22

Authorized FTE: 238

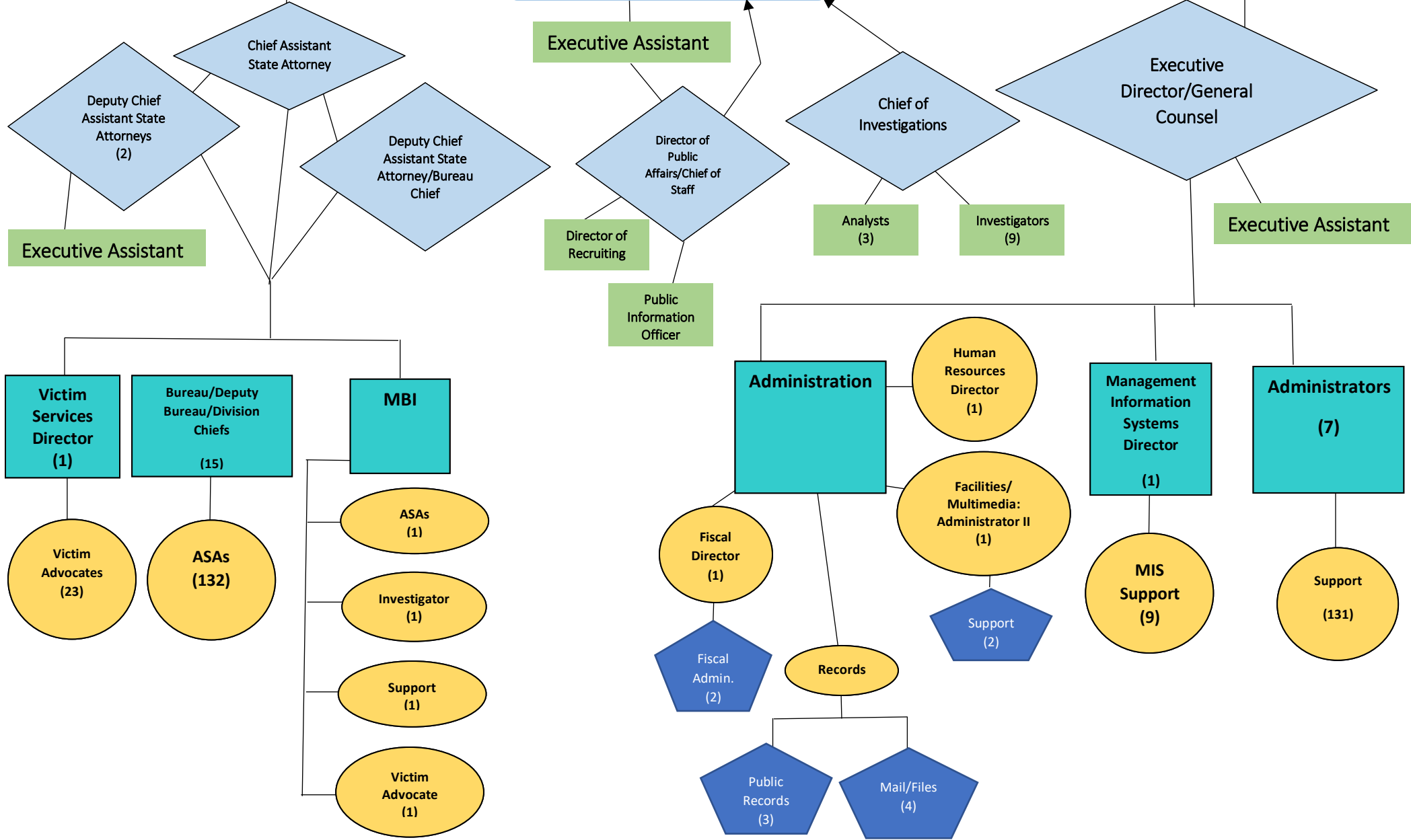
BRIAN S. KRAMER  
STATE ATTORNEY  
ORGANIZATIONAL FLOW CHART  
As of July 1, 2022



Authorized FTE: 135.00

# Office of the State Attorney Ninth Judicial Circuit

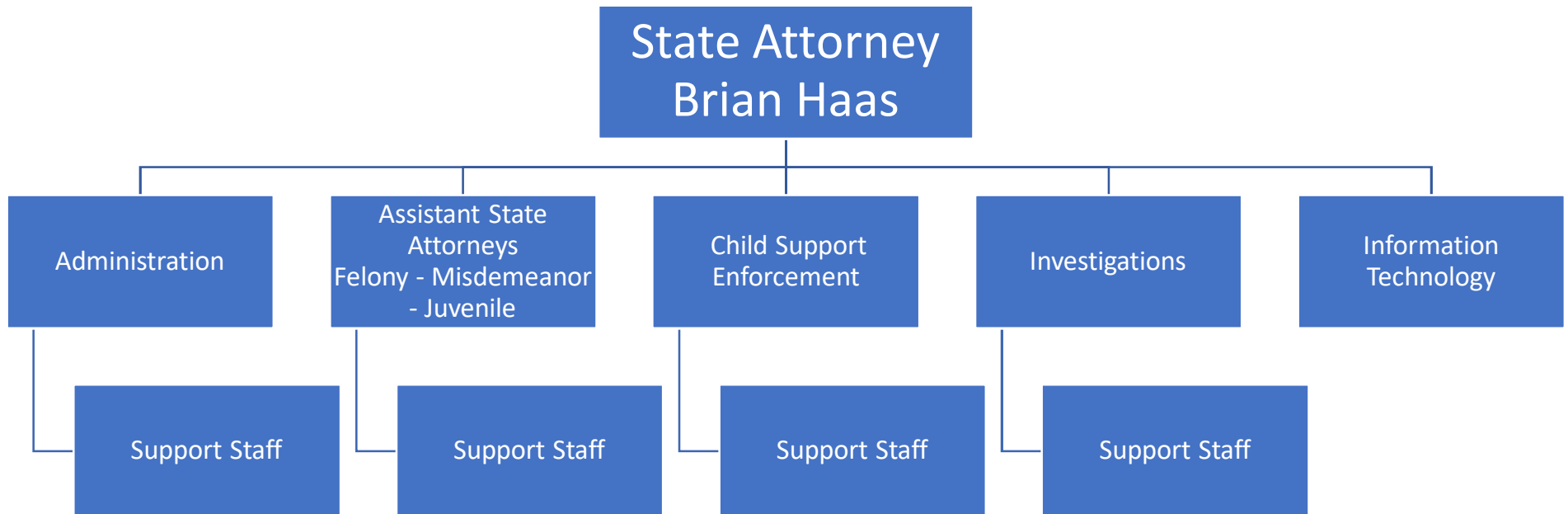
**MONIQUE H. WORRELL**  
**STATE ATTORNEY**



TOTAL FTE: 362

EFFECTIVE 7/1/2022

# Office of the State Attorney 10<sup>th</sup> Judicial Circuit Organization Chart July 1, 2022

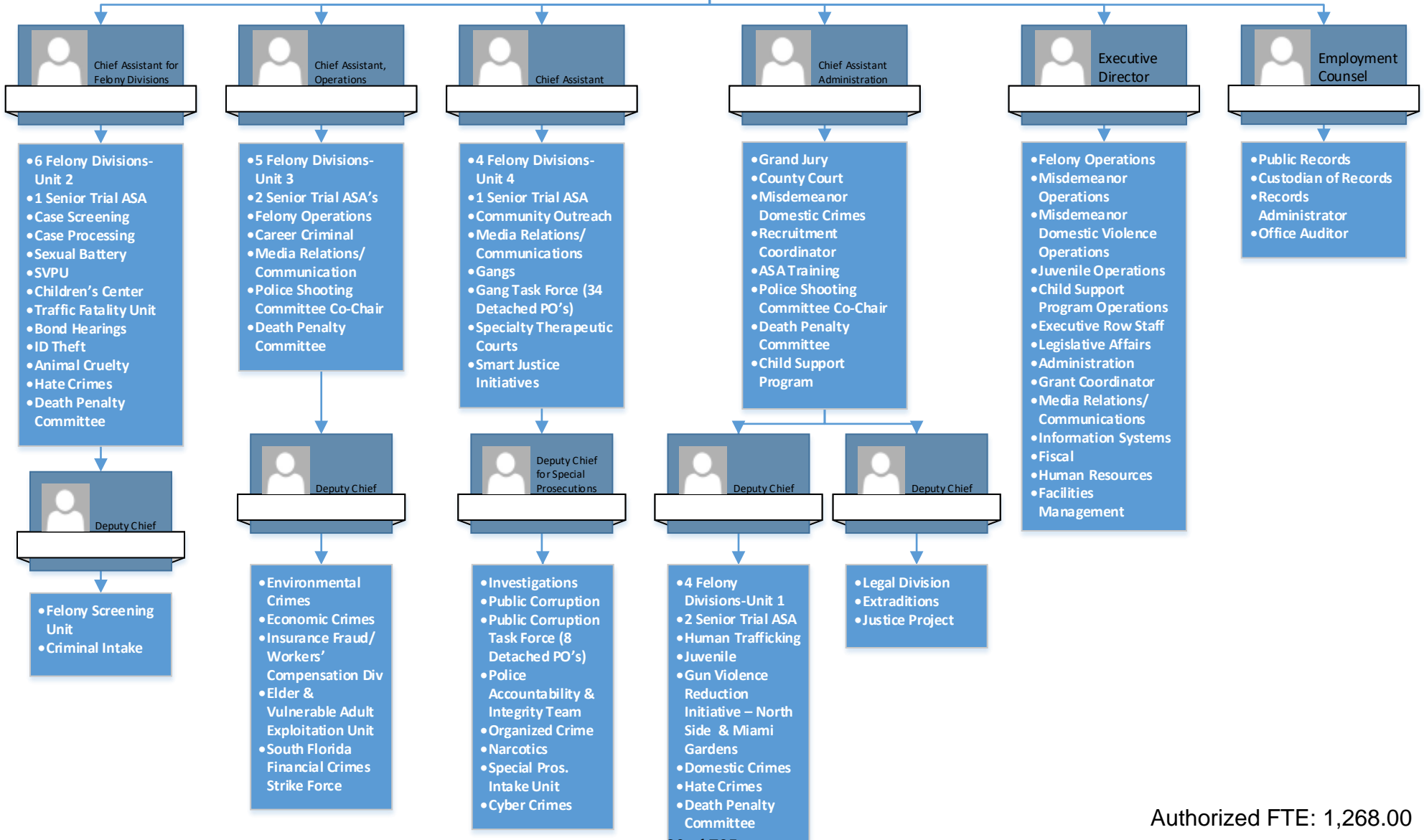


Authorized FTE: 234.00

# Office of the State Attorney Katherine Fernandez Rundle



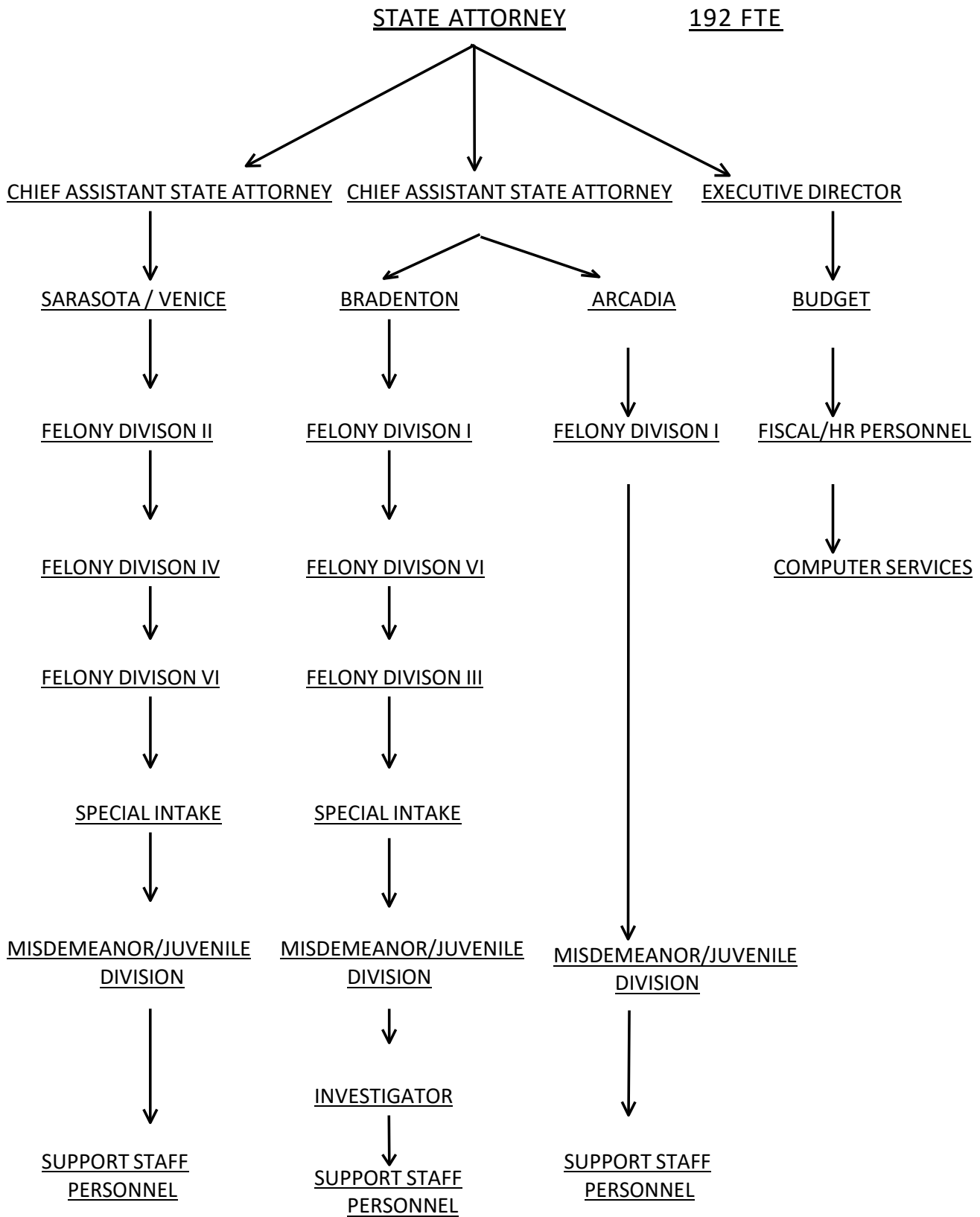
**Katherine Fernandez Rundle**  
State Attorney



Authorized FTE: 1,268.00

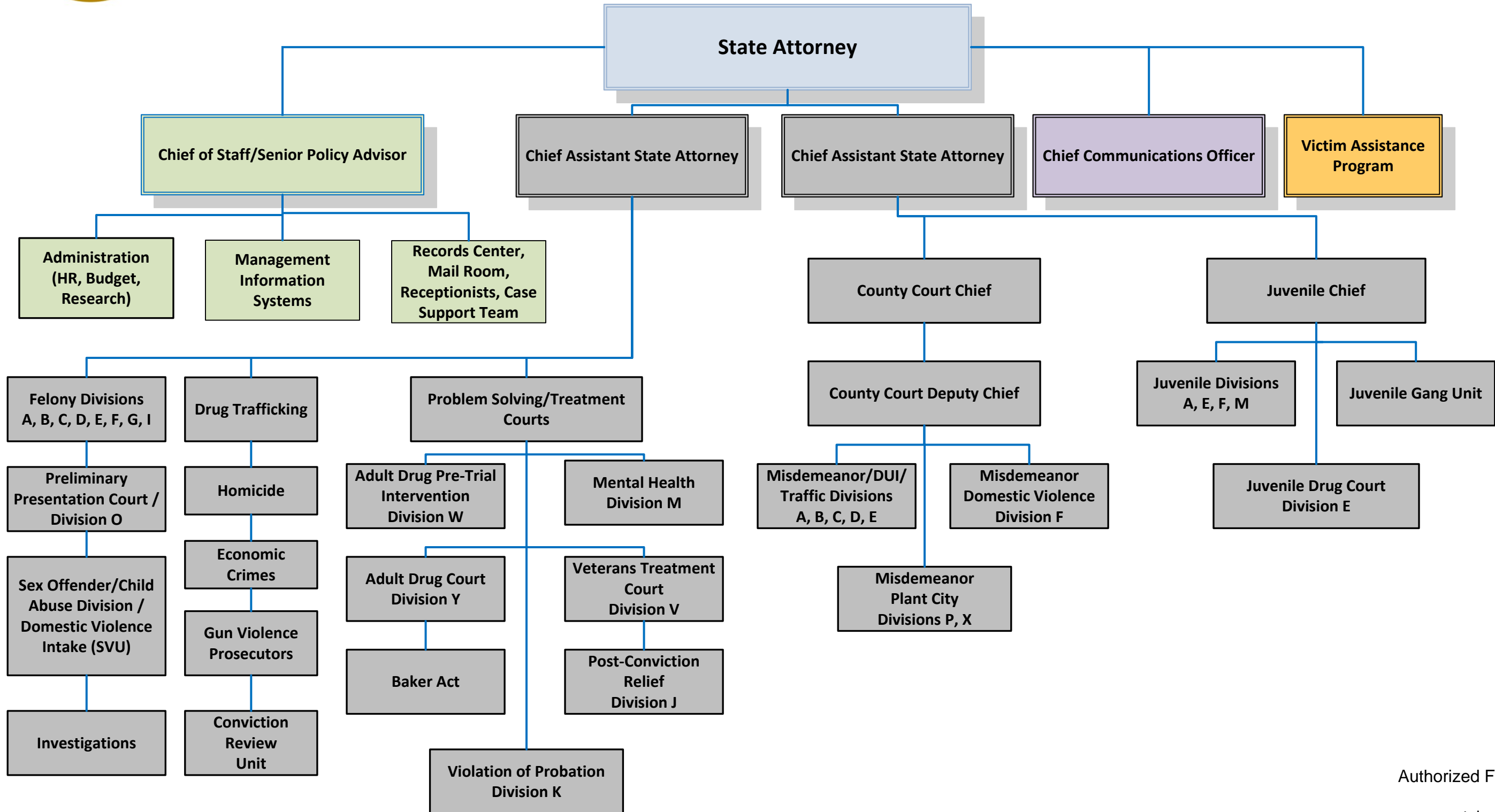
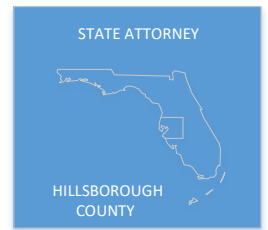


OFFICE OF THE STATE ATTORNEY - TWELFTH JUDICIAL CIRCUIT





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



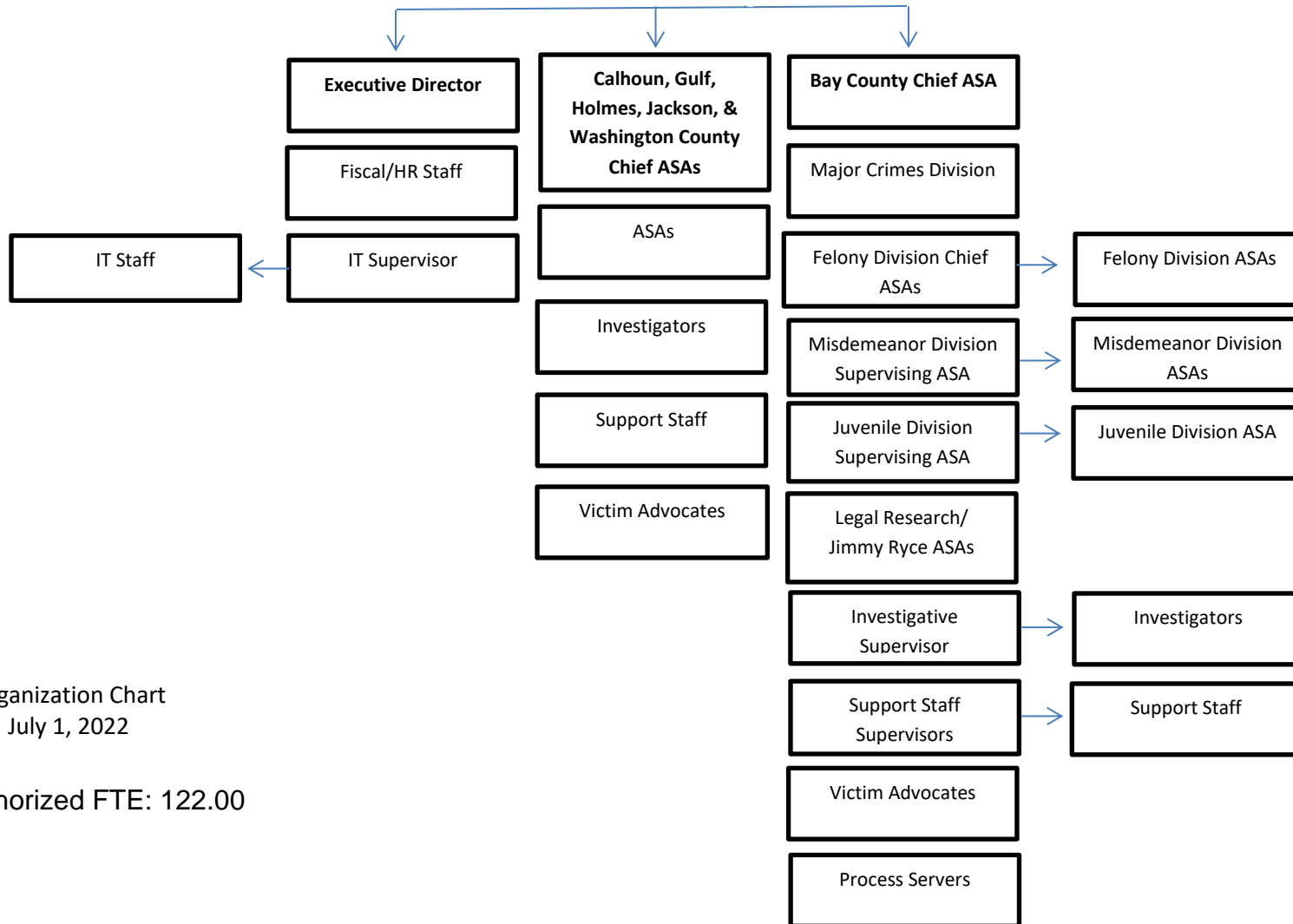
Authorized FTE: 332.00

July 1, 2022

OFFICE OF THE STATE ATTORNEY  
 Fourteenth Judicial Circuit of Florida



**LARRY BASFORD  
 STATE ATTORNEY**

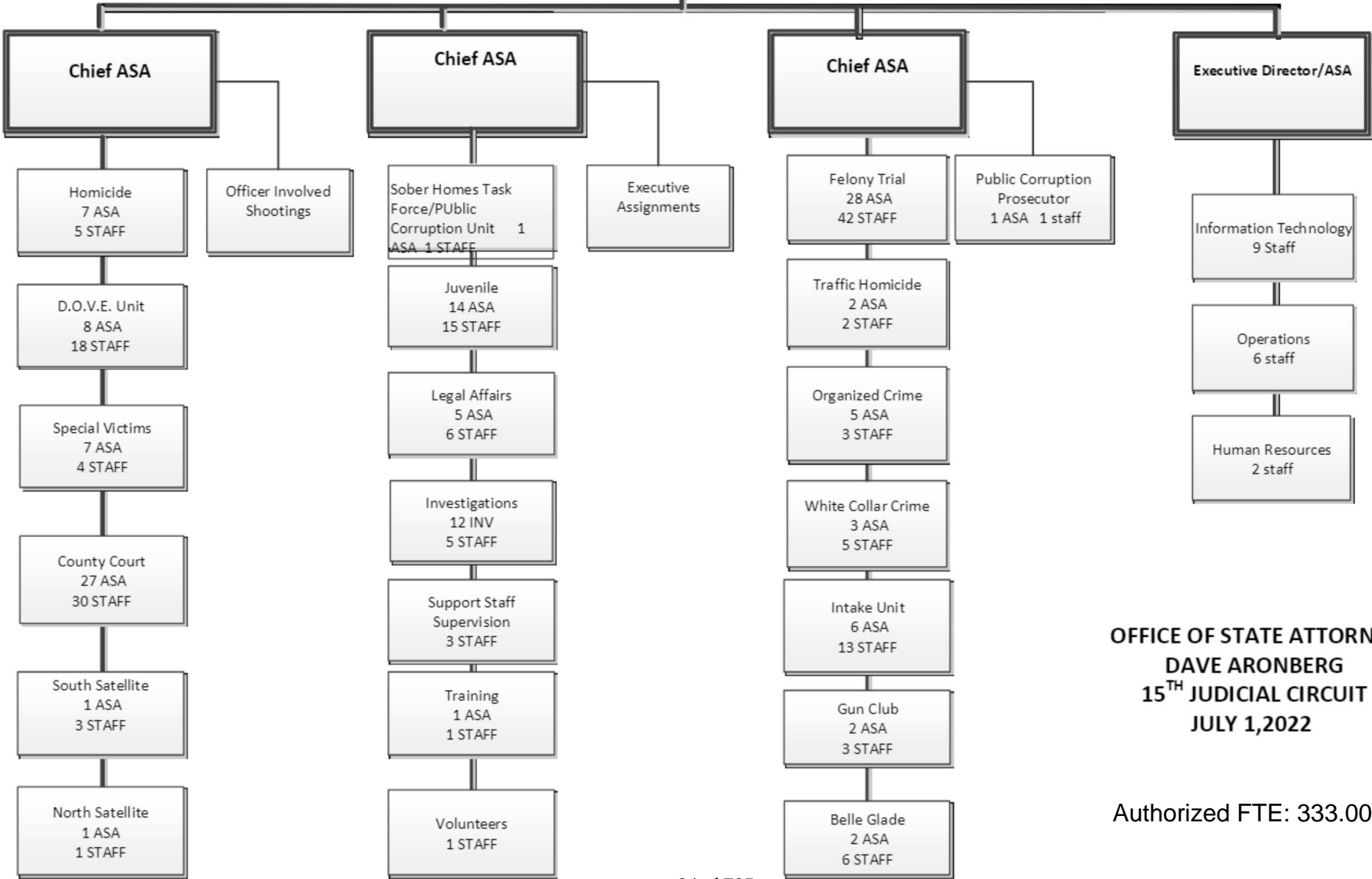


Organization Chart  
 July 1, 2022

Authorized FTE: 122.00

**State Attorney  
Dave Aronberg  
15<sup>th</sup> Circuit**

Executive Assistants &  
PIO 3 Exec staff

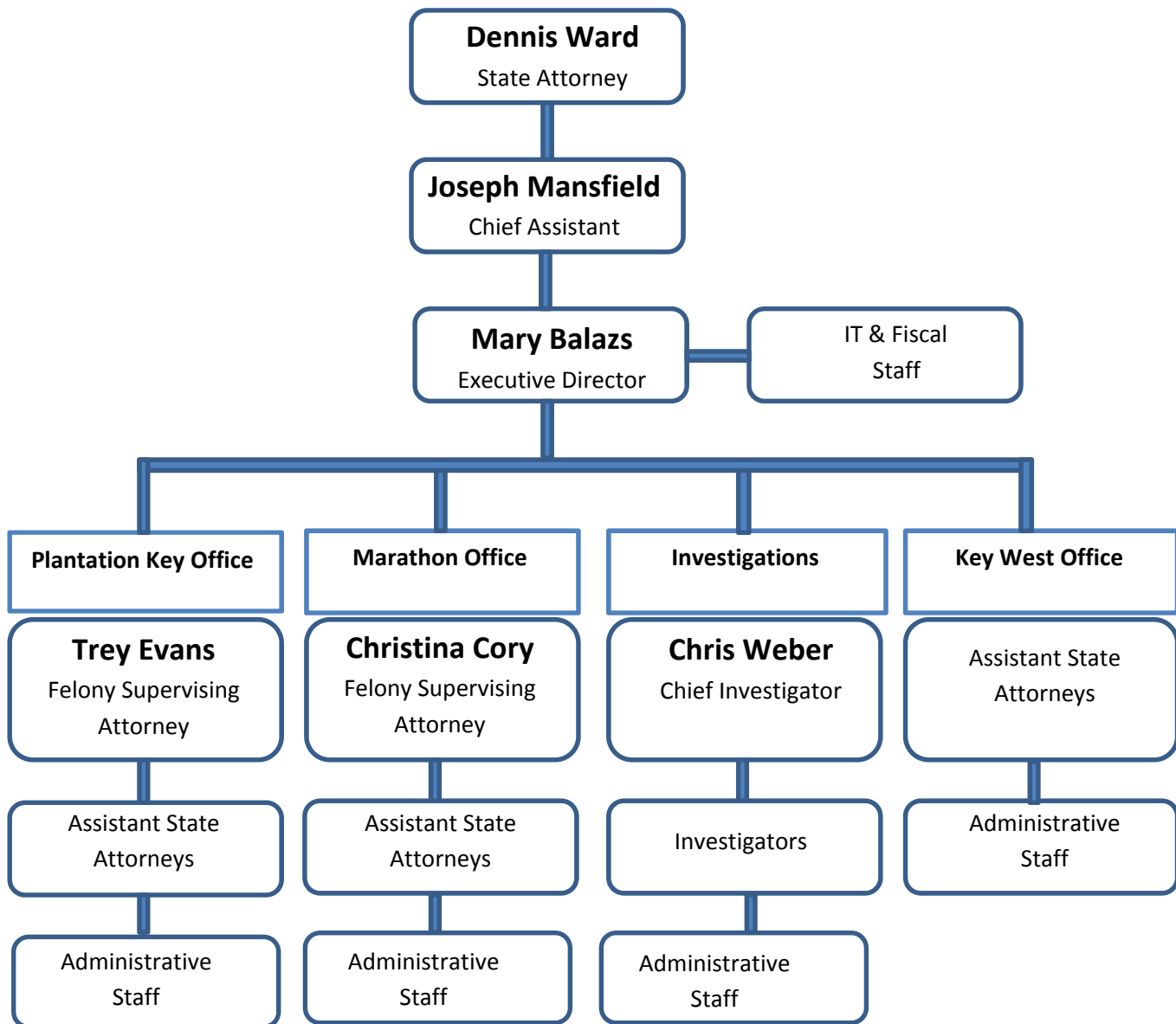


**OFFICE OF STATE ATTORNEY  
DAVE ARONBERG  
15<sup>TH</sup> JUDICIAL CIRCUIT  
JULY 1,2022**

Authorized FTE: 333.00

**State Attorney, Sixteenth Judicial Circuit**

Effective: July 1<sup>st</sup>, 2022



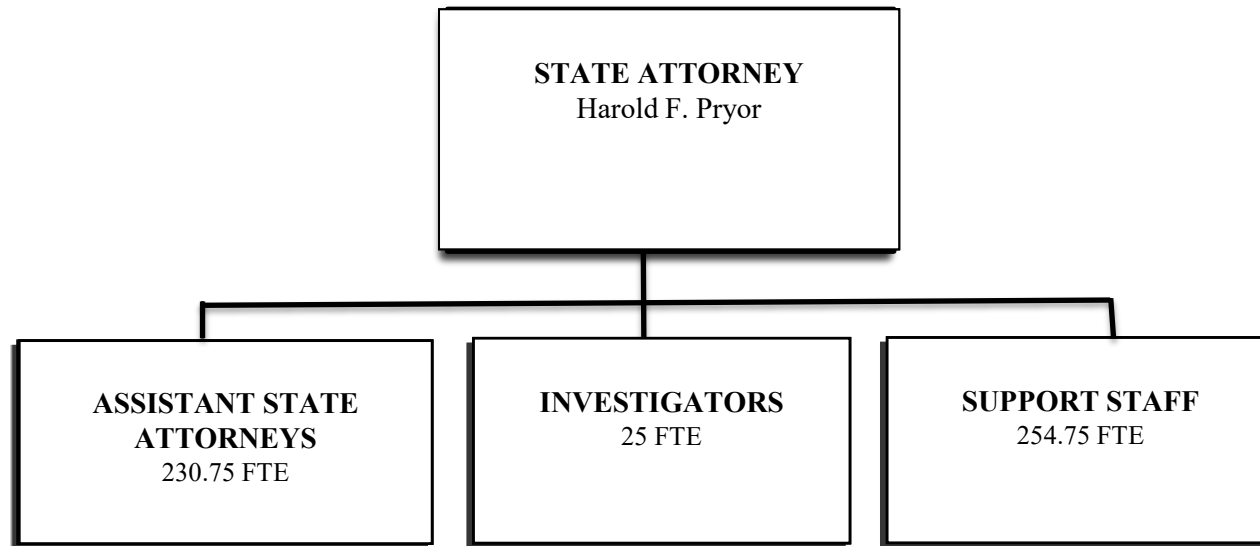
Authorized FTE: 62.00

Organizational Chart

Effective July 1, 2022



**OFFICE OF THE STATE ATTORNEY 17TH JUDICIAL CIRCUIT**



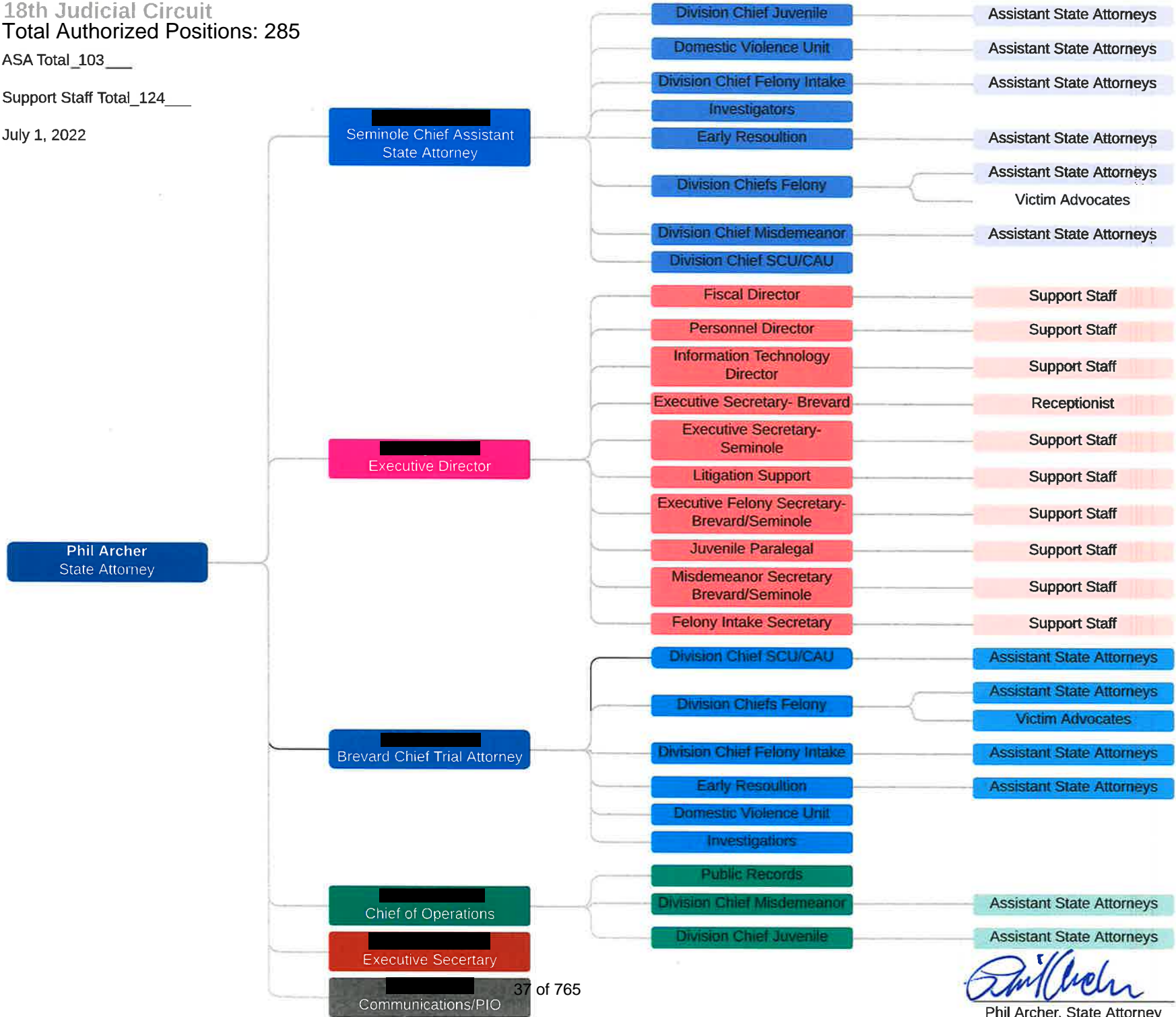
Authorized FTE: 511.50

Office of the State Attorney  
 18th Judicial Circuit  
 Total Authorized Positions: 285

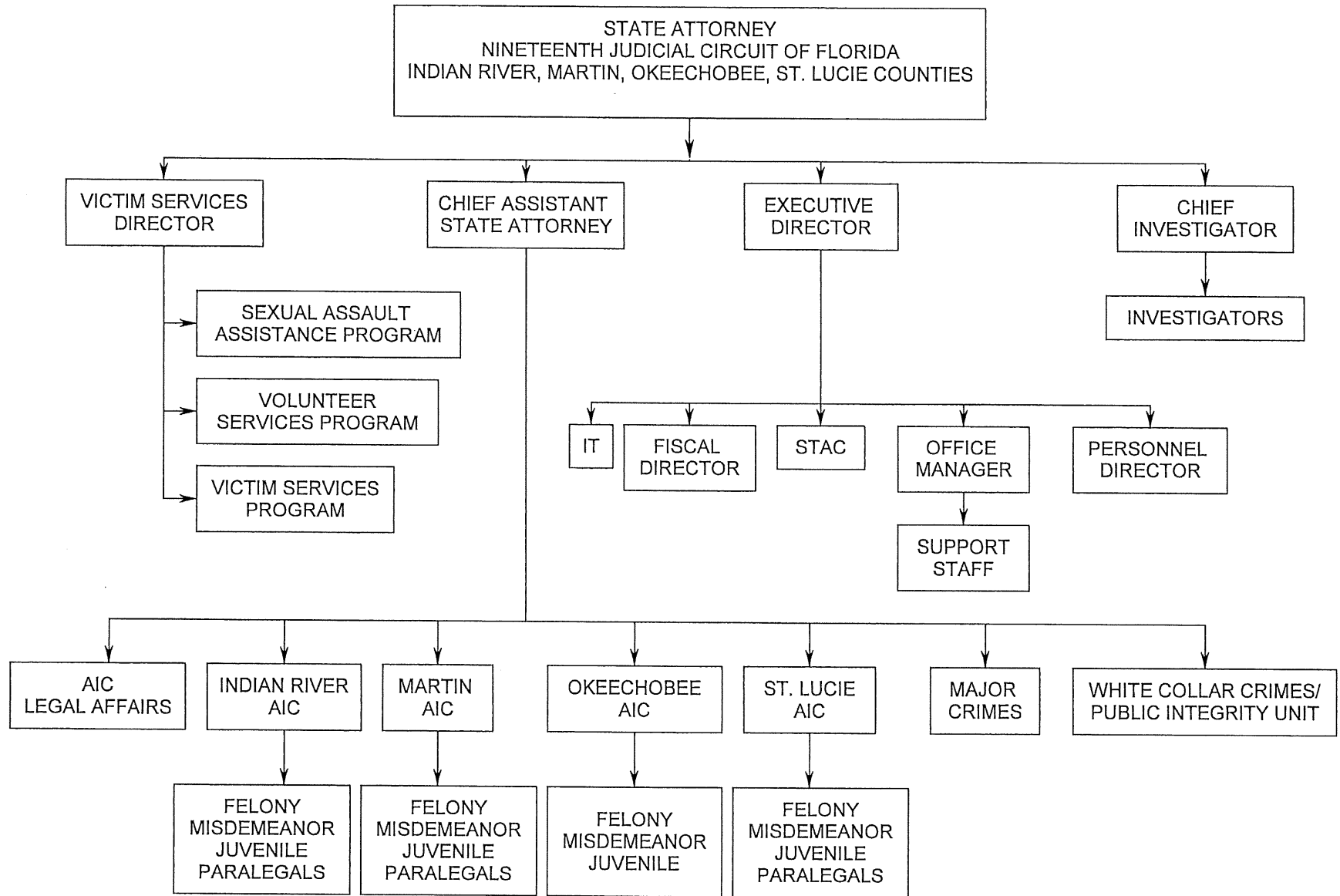
ASA Total\_103\_\_

Support Staff Total\_124\_\_

July 1, 2022

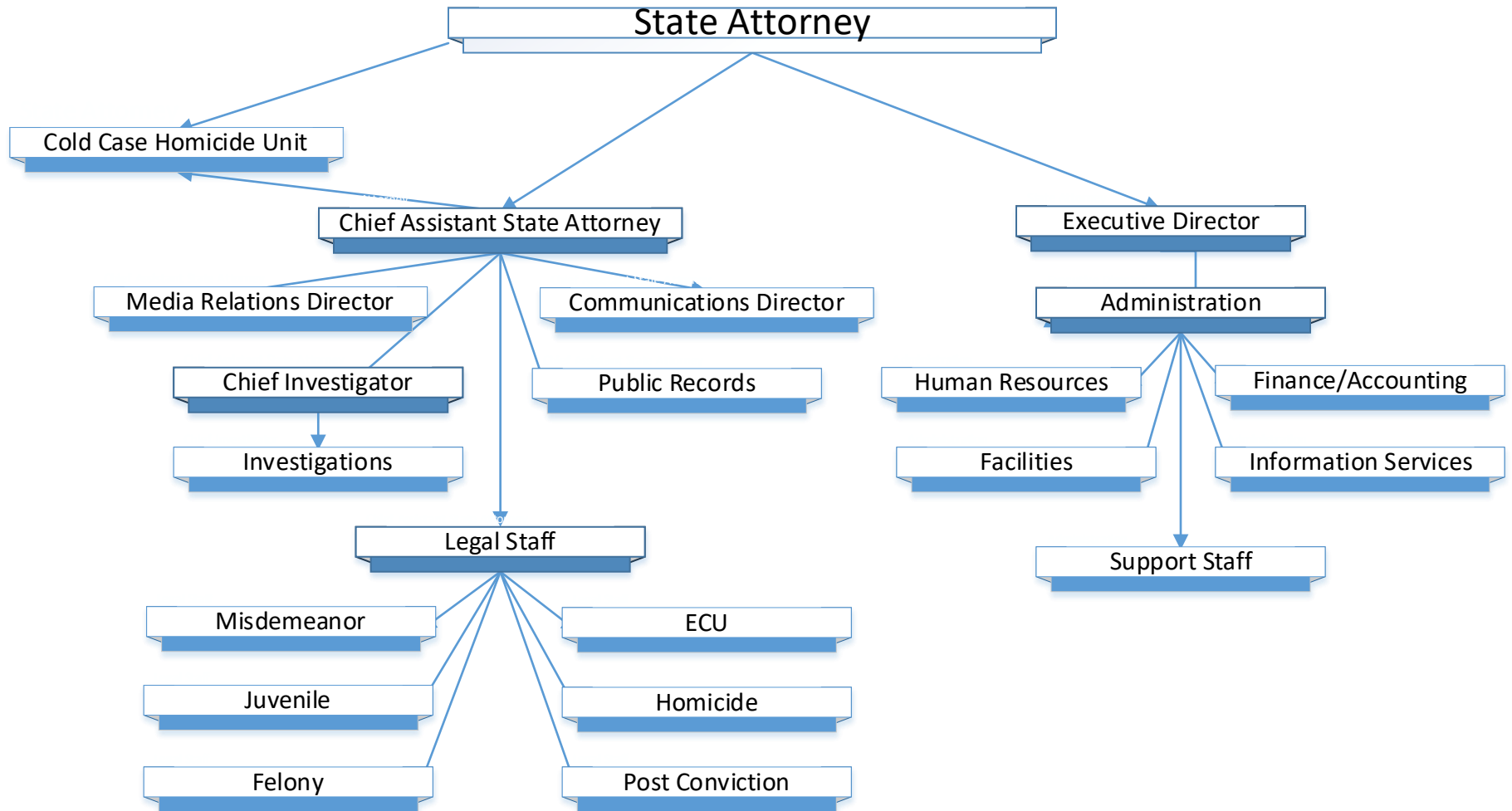


*Phil Archer*  
 Phil Archer, State Attorney



Authorized FTE: 165.00



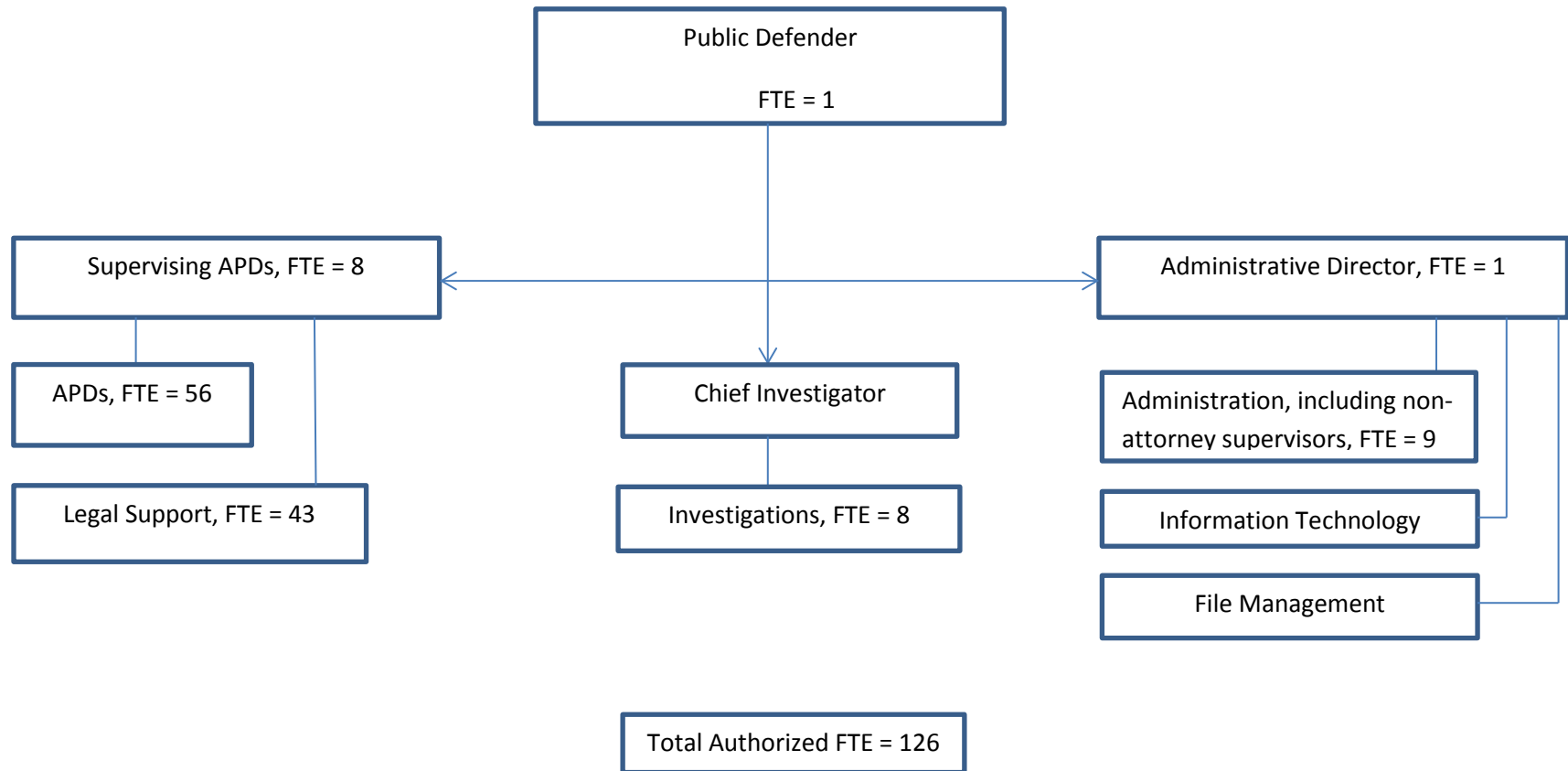


Authorized FTE: 303.00

Office of the Public Defender, First Circuit Judicial Circuit

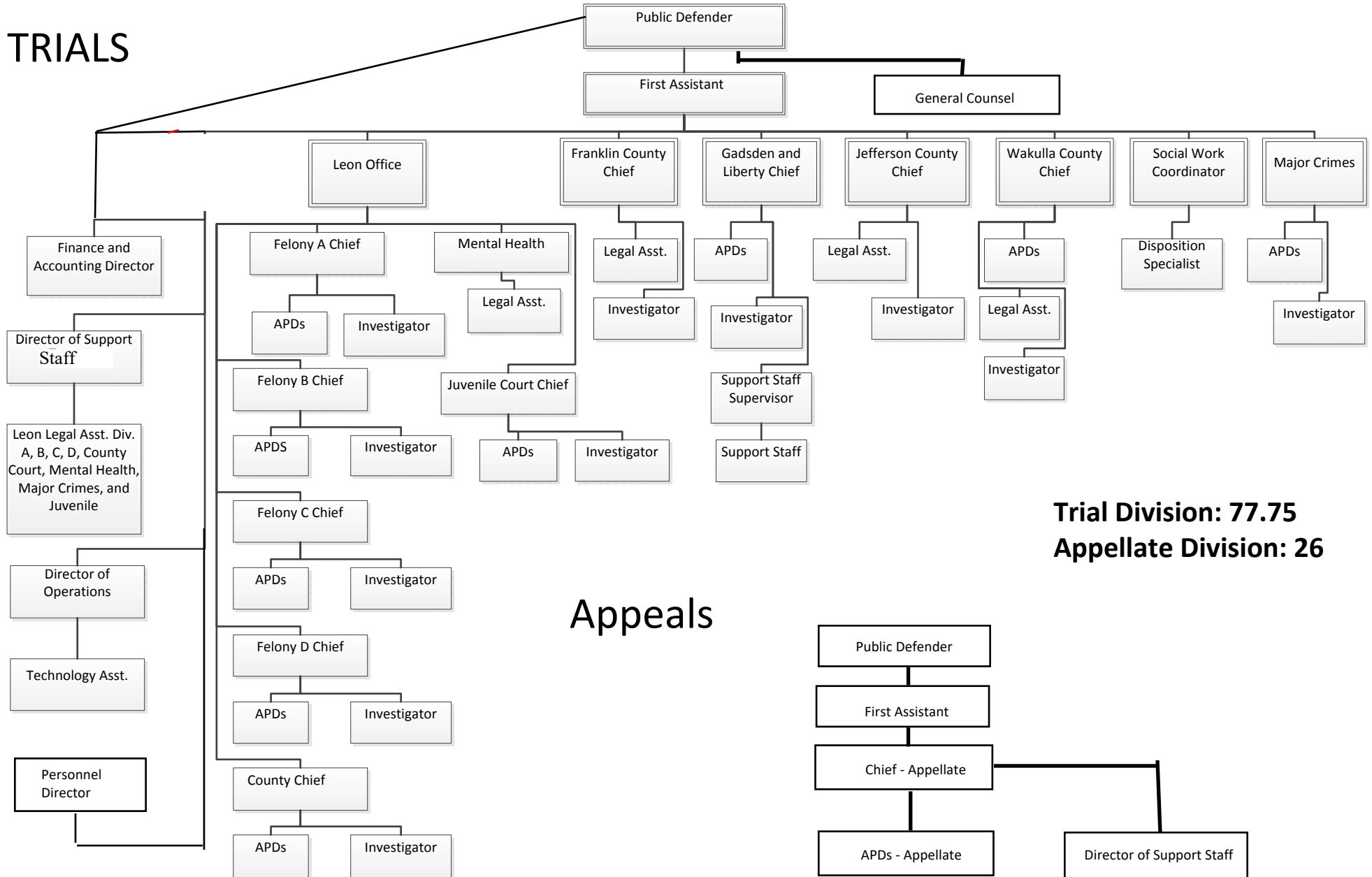
Bruce A. Miller, Public Defender

Organizational Chart, Effective July 1, 2022



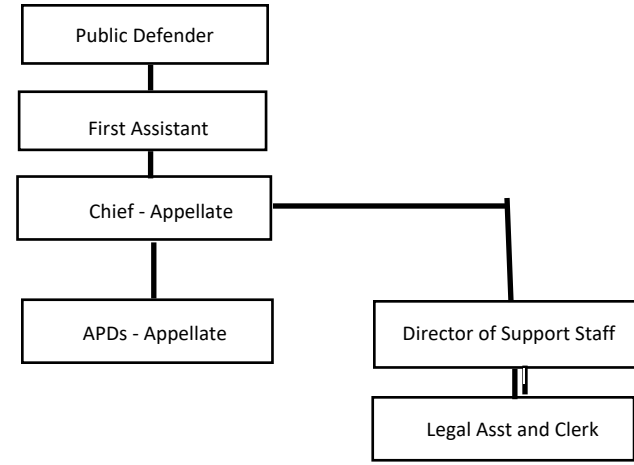
Public Defender, 2<sup>nd</sup> Judicial Circuit – Organization  
 Chart Effective July 1, 2022

TRIALS



**Trial Division: 77.75**  
**Appellate Division: 26**

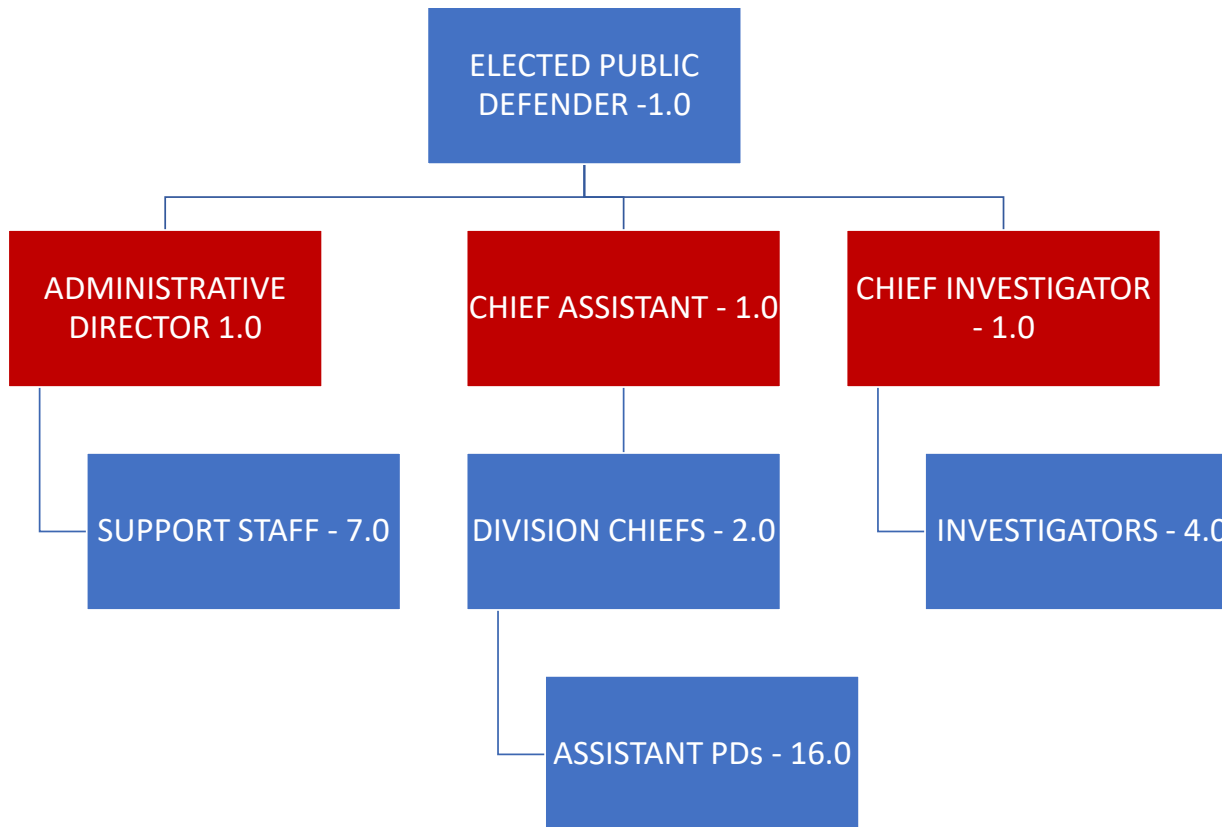
Appeals



# **CLIFF WILSON JR., PUBLIC DEFENDER**

## **THIRD JUDICIAL CIRCUIT**

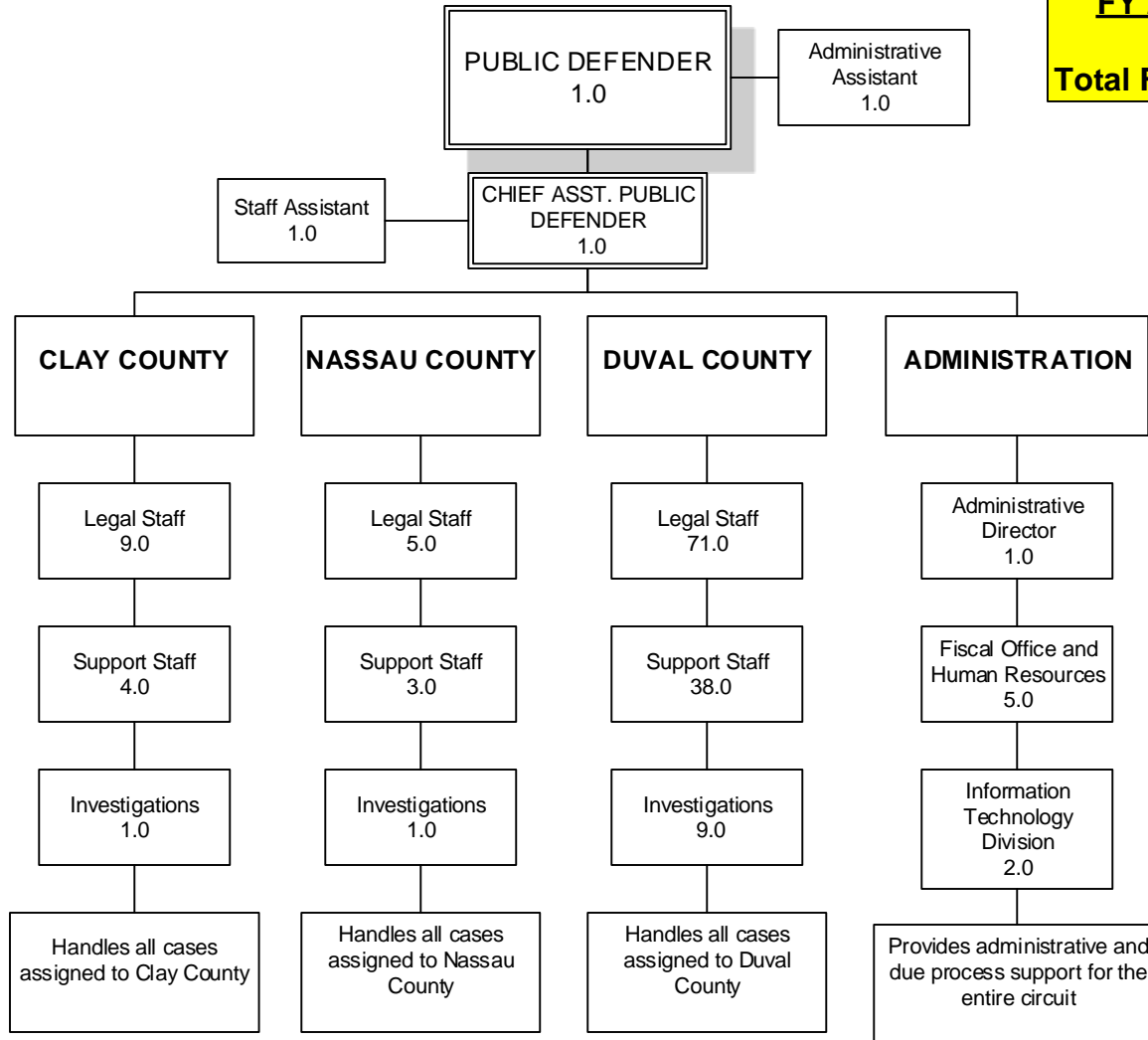
ORGANIZATIONAL CHART 07/01/2022 - TOTAL APPROVED FTEs 33.0



**SCHEDULE X  
ORGANIZATIONAL CHART**

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

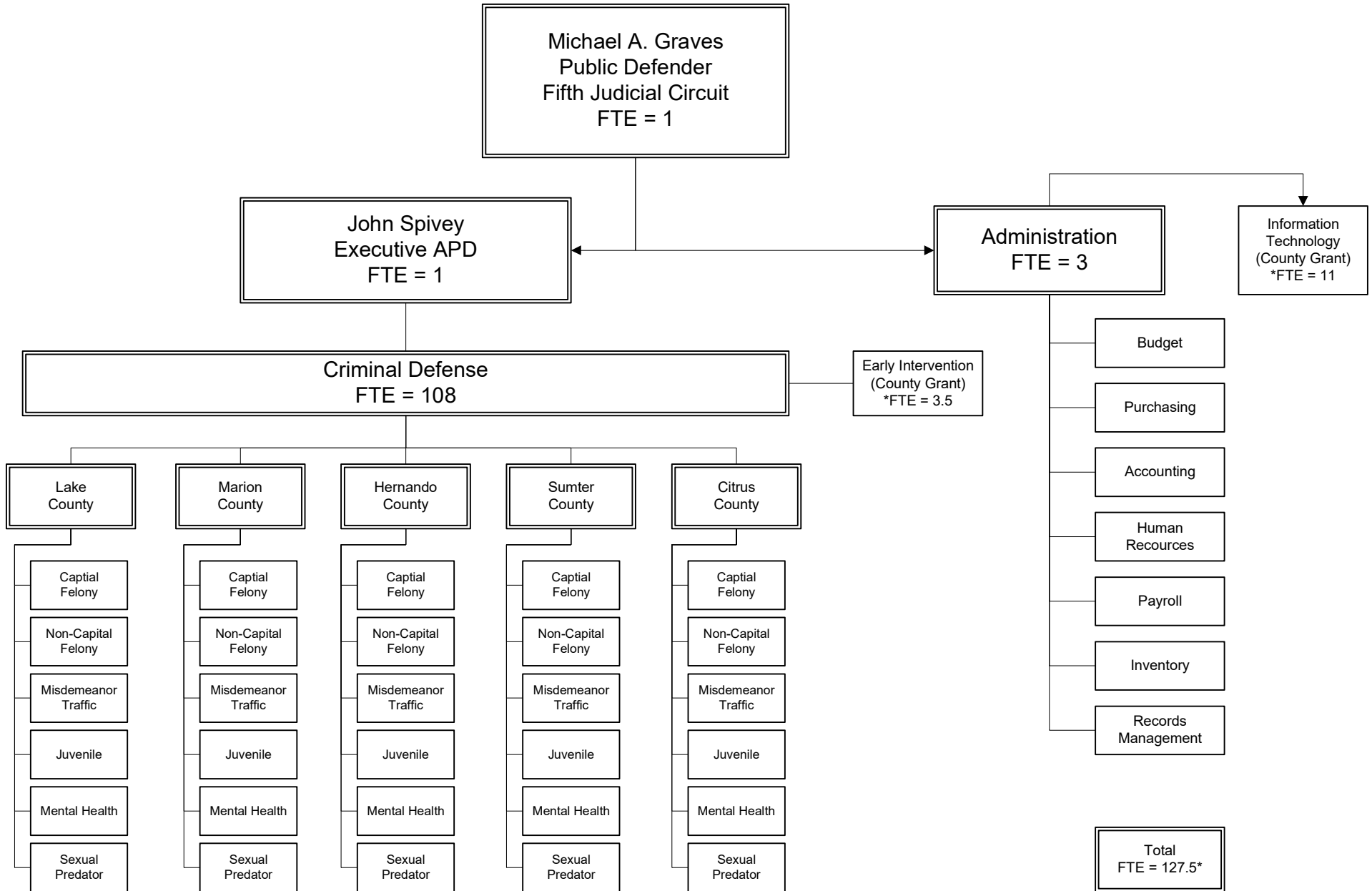
**FY 2022-23**  
**Total FTE's: 156**



Effective Date July 1, 2022

# 2022/2023 Fiscal Year

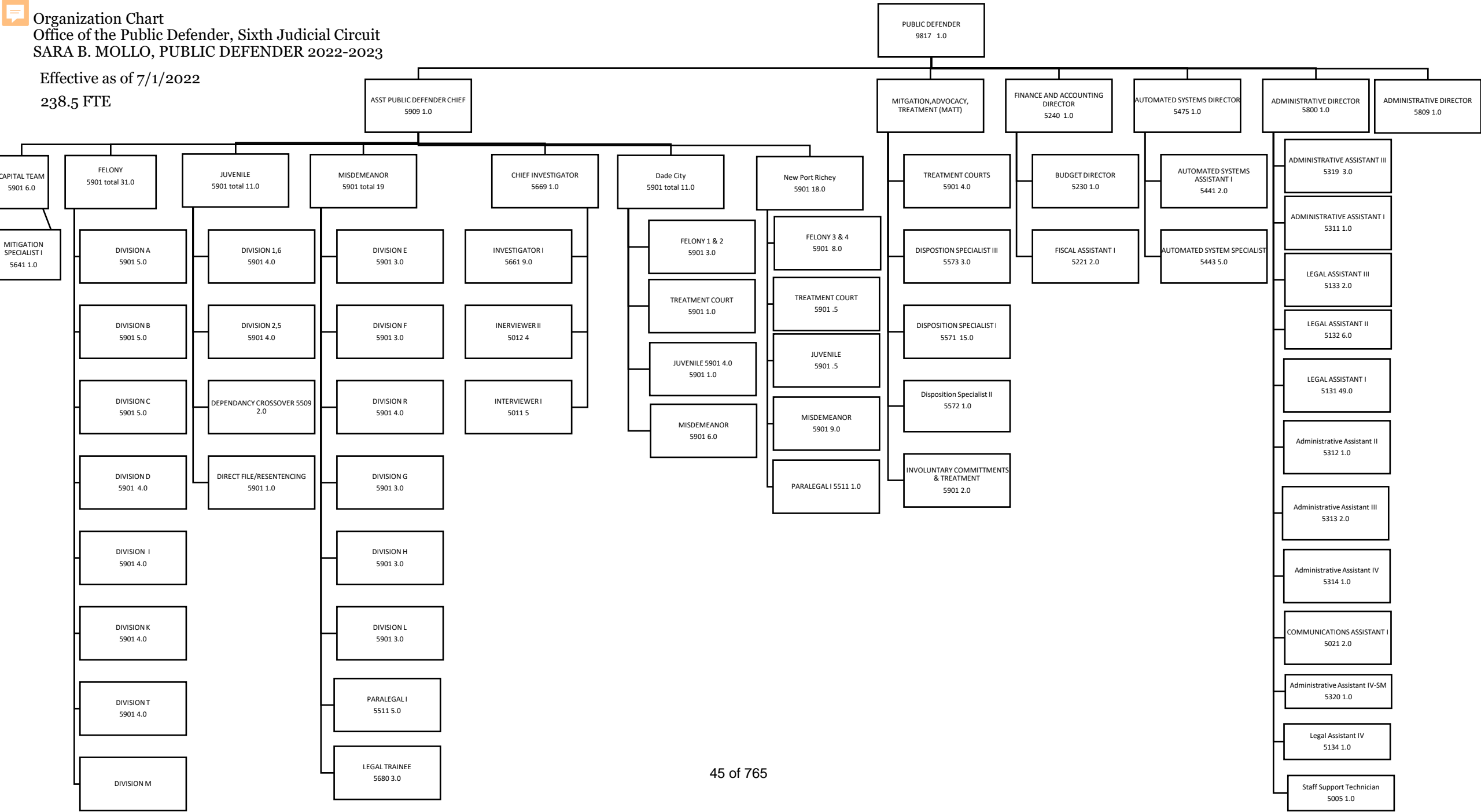
As of July 1, 2022




**Organization Chart**  
 Office of the Public Defender, Sixth Judicial Circuit  
 SARA B. MOLLO, PUBLIC DEFENDER 2022-2023

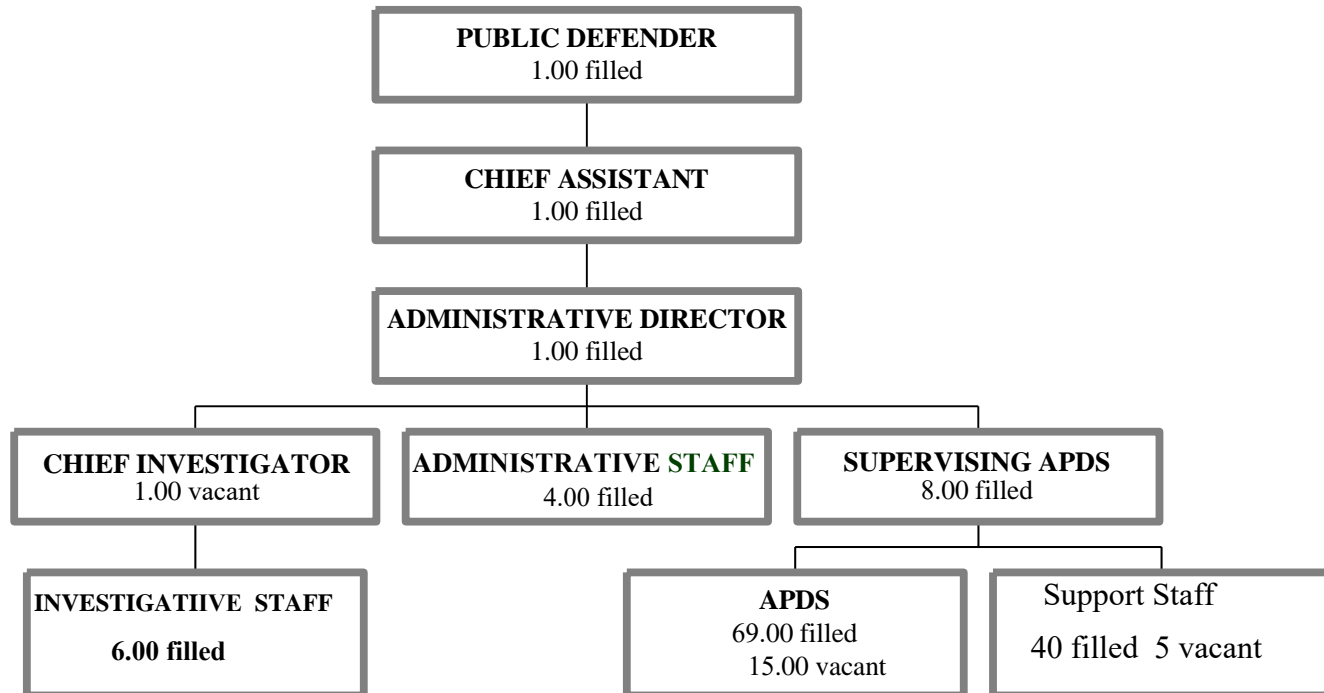
Effective as of 7/1/2022

238.5 FTE



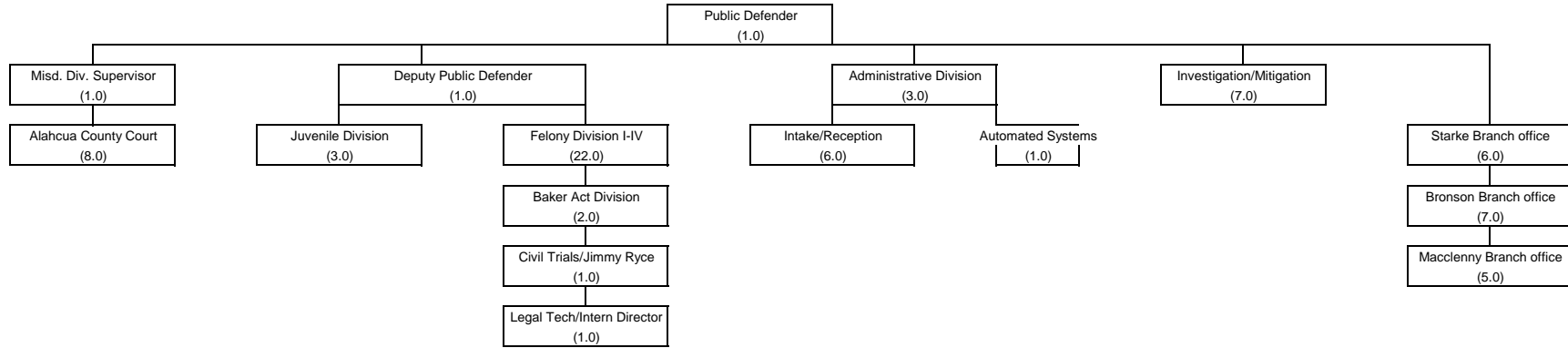
# OFFICE OF PUBLIC DEFENDER SEVENTH JUDICIAL CIRCUIT ORGANIZATIONAL CHART

07/01/2022





**PUBLIC DEFENDER, 8TH CIRCUIT  
ORGANIZATIONAL CHART AS OF JULY 1, 2022 (75.0 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 A. 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.

7/1/2022

**PUBLIC DEFENDER**  
**ROBERT WESLEY**  
9th Judicial Circuit

**First Assistant**  
**APD**

**Support Staff Chief**  
**1 Division Director**

**Admin/Fiscal**  
**Admin.Serv. Dir**  
  
2 Fiscal Asst.

**Osceola**  
**Div. Chief- 1 APD**  
  
Div 71  
2 APD  
  
Div 801  
3 APD  
  
Div 43  
2 APD  
  
Div 10A  
4 APD  
  
Div 11A  
4 APD  
  
Div. 12A  
3 APD  
  
Mental Heath  
1 APD  
  
Paralegal  
2 Paralegal

**BRC**  
**Div. Chief- 1 APD**  
  
ERU  
2 APD

**Juvenile**  
**Div. Chief- 1 APD**  
  
Div 06  
3 APD  
  
Div 08  
2 APD  
  
Mental Health  
1 APD

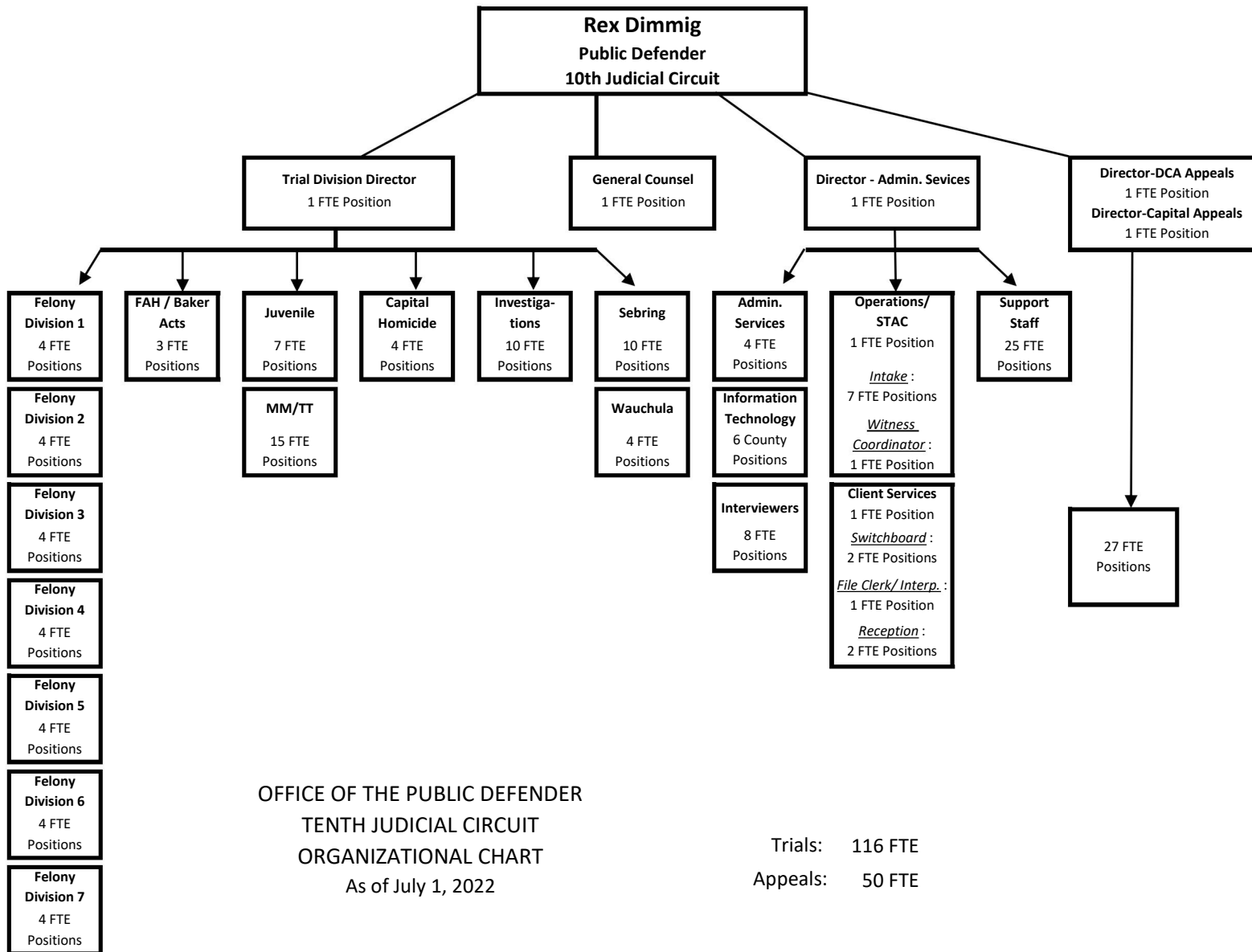
**Felony**  
**Div. Chief- 1 APD**  
  
Div 10  
5 APD  
  
Div 11  
4 APD  
  
Div 12  
6 APD  
  
Div 14  
6 APD  
  
Div 15  
6 APD  
  
Mental Health  
1 APD  
1 Legal Assistant  
  
Major Crimes  
3 APD  
  
Specialty Courts  
  
Div 16  
5 APD  
  
Div 17  
6 APD  
  
Div 20  
5 APD  
  
Div 22  
5 APD  
  
General  
3 APD  
  
Paralegals  
4 Paralegal

**County Court**  
**Div. Chief- 1 APD**  
  
Div 50  
2 APD  
  
Div 61  
2 APD  
  
Div 62  
2 APD  
  
Div 63  
1 APD  
  
FMLA  
2 APD  
  
LWOP  
4 Paralegal  
  
Div 80  
2 APD  
  
Div 81  
1 APD  
  
Div 82  
2 APD  
  
Div 83  
2 APD  
  
Div 84  
1 APD  
  
Div 85  
2 APD

**Investigations & Clerical**  
**1 Chief Investigator**  
  
7 Investigators  
  
Legal Assistant IV  
**Circuit Secretary**  
7 Legal Assistant  
1 OPS  
**County Secretary**  
2 Legal Assistant  
**Scanner**  
1 Legal Assistant  
**Reception**  
2 Legal Assistant  
**Clerk**  
1 Clerk  
**Witness Management**  
2 Legal Assistant  
  
**Osceola Secretary**  
6 Legal Assistant  
**Osceola Reception**  
1 Legal Assistant  
  
**Juvenile Secretary**  
2 Legal Assistant  
**Juvenile Reception**  
  
**BRC**  
2 Legal Assistant

**Social Services**  
  
Clerk  
  
**Disposition Specialists**  
15 Disp. Specialist 2  
OPS

**IT**  
**1 Automated**  
**System Dir.**  
  
2 Temp



OFFICE OF THE PUBLIC DEFENDER  
TENTH JUDICIAL CIRCUIT  
ORGANIZATIONAL CHART  
As of July 1, 2022

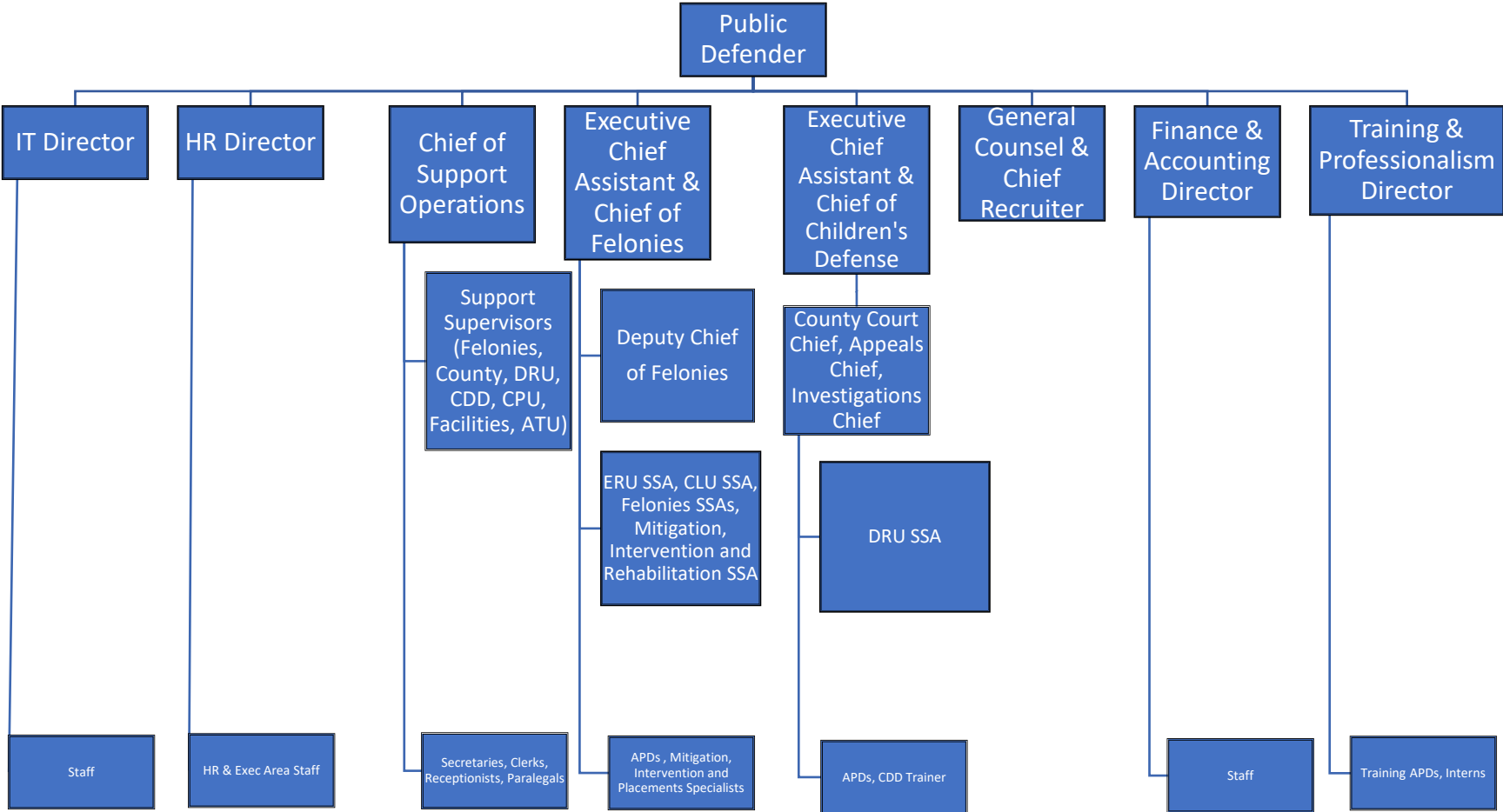
Trials: 116 FTE  
Appeals: 50 FTE



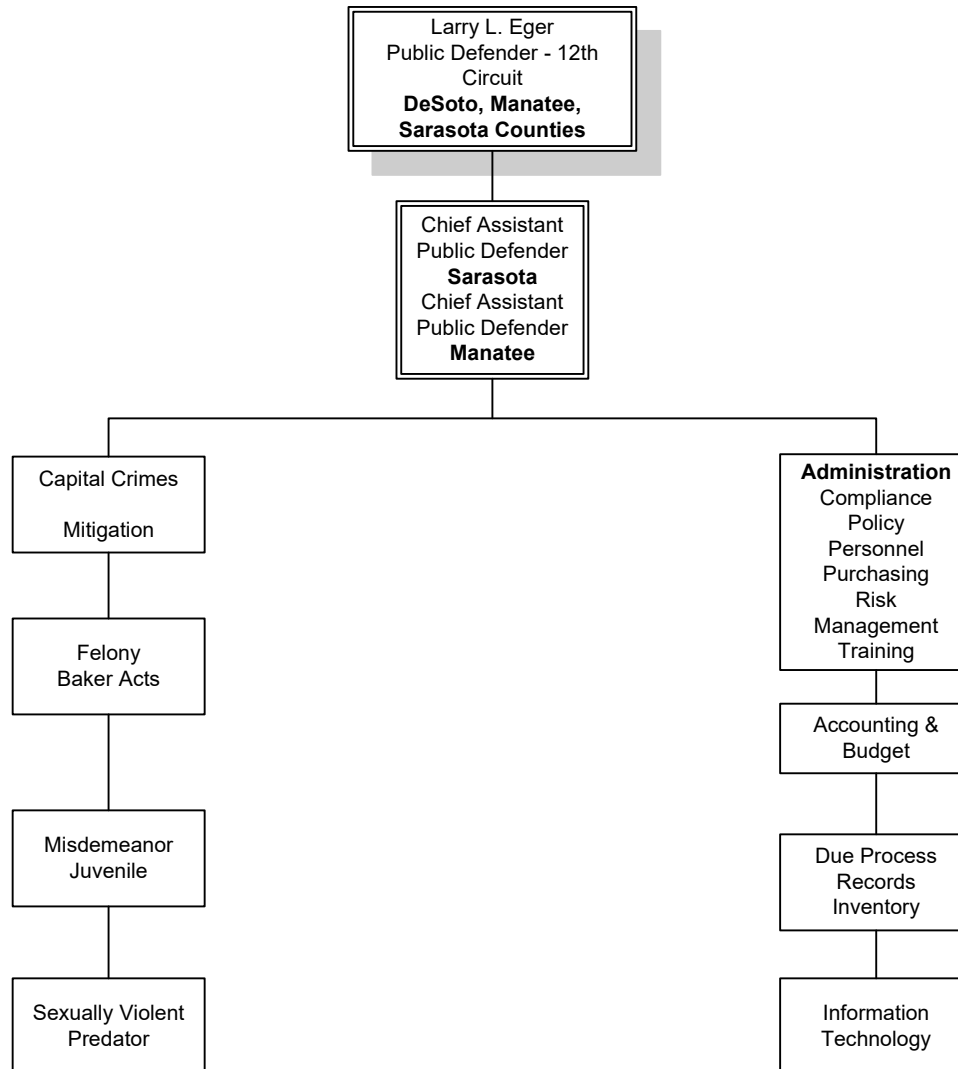
# LAW OFFICES OF THE PUBLIC DEFENDER



Eleventh Judicial Circuit of Florida



**Office of the  
Public Defender  
Twelfth Judicial  
Circuit  
July 1, 2022**

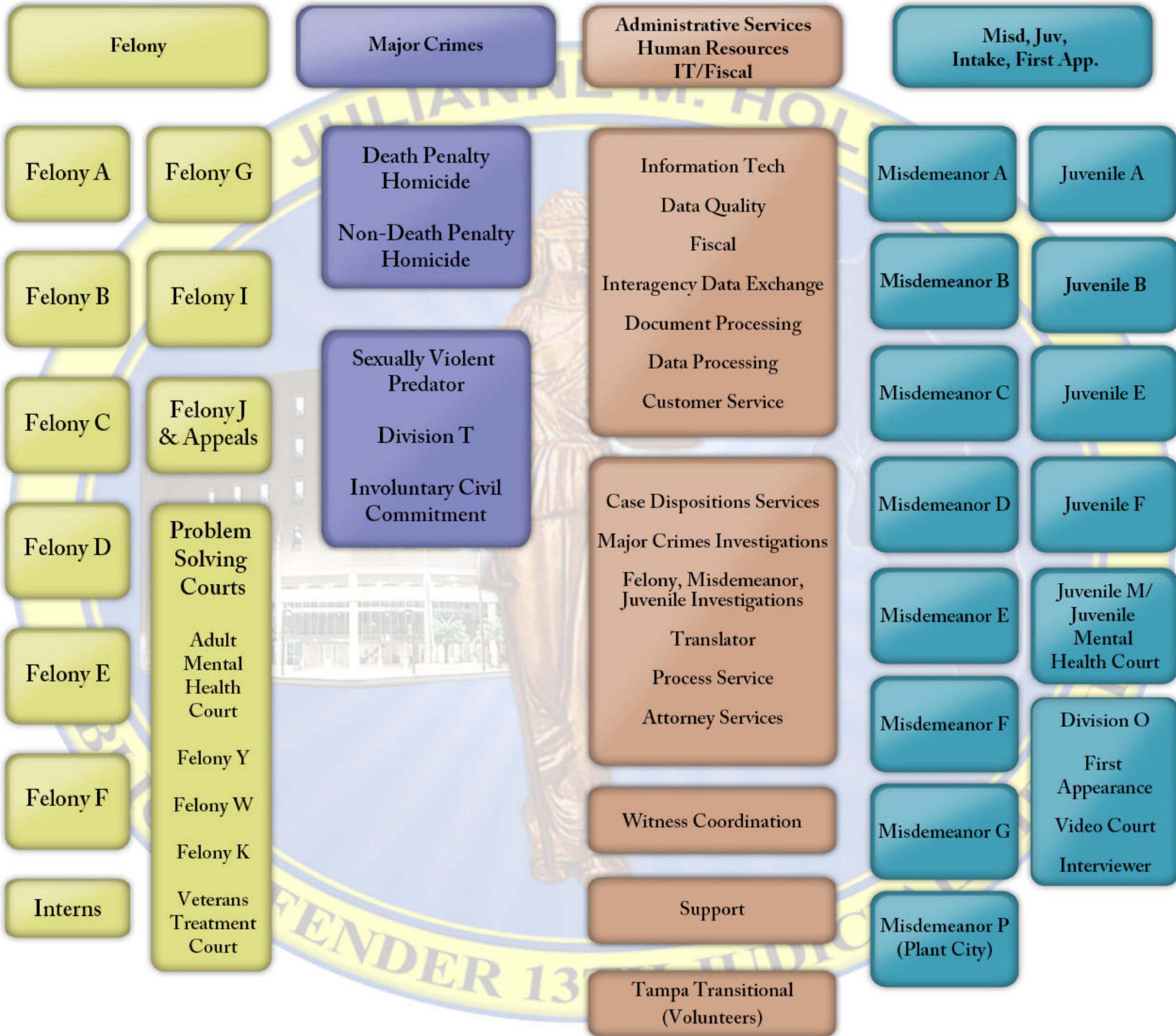


**97.5 FTE Positions  
Appropriated**



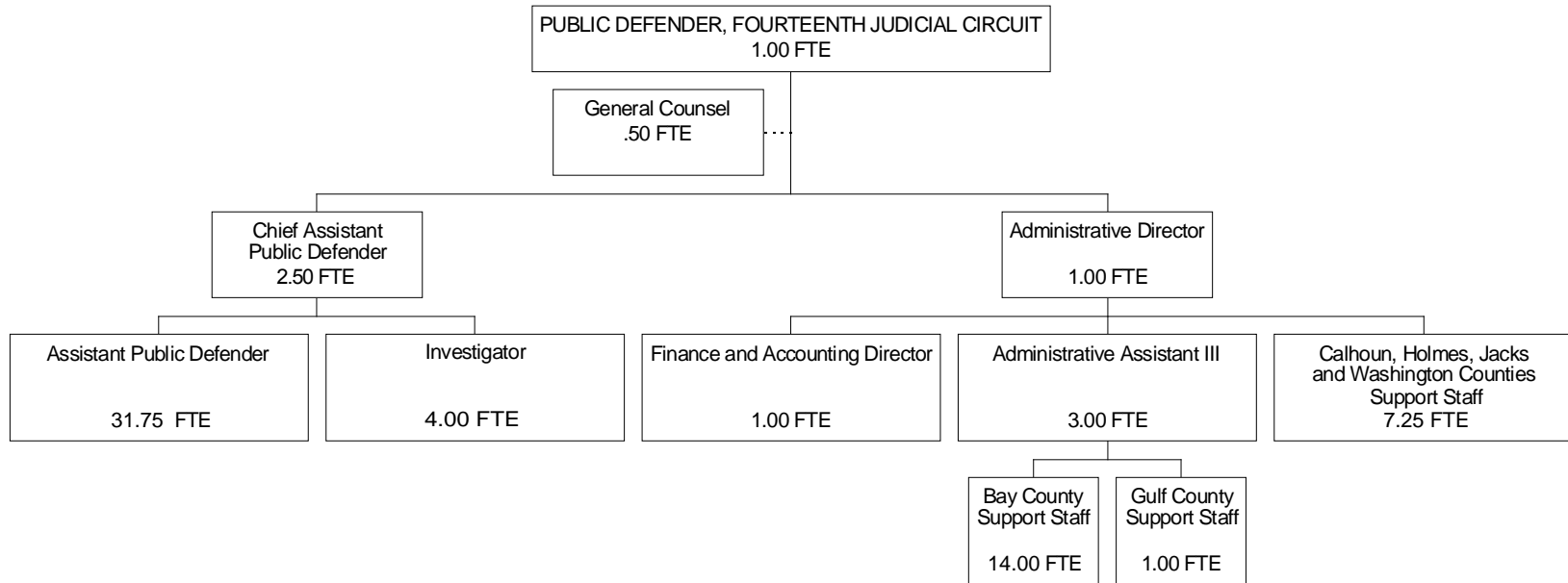


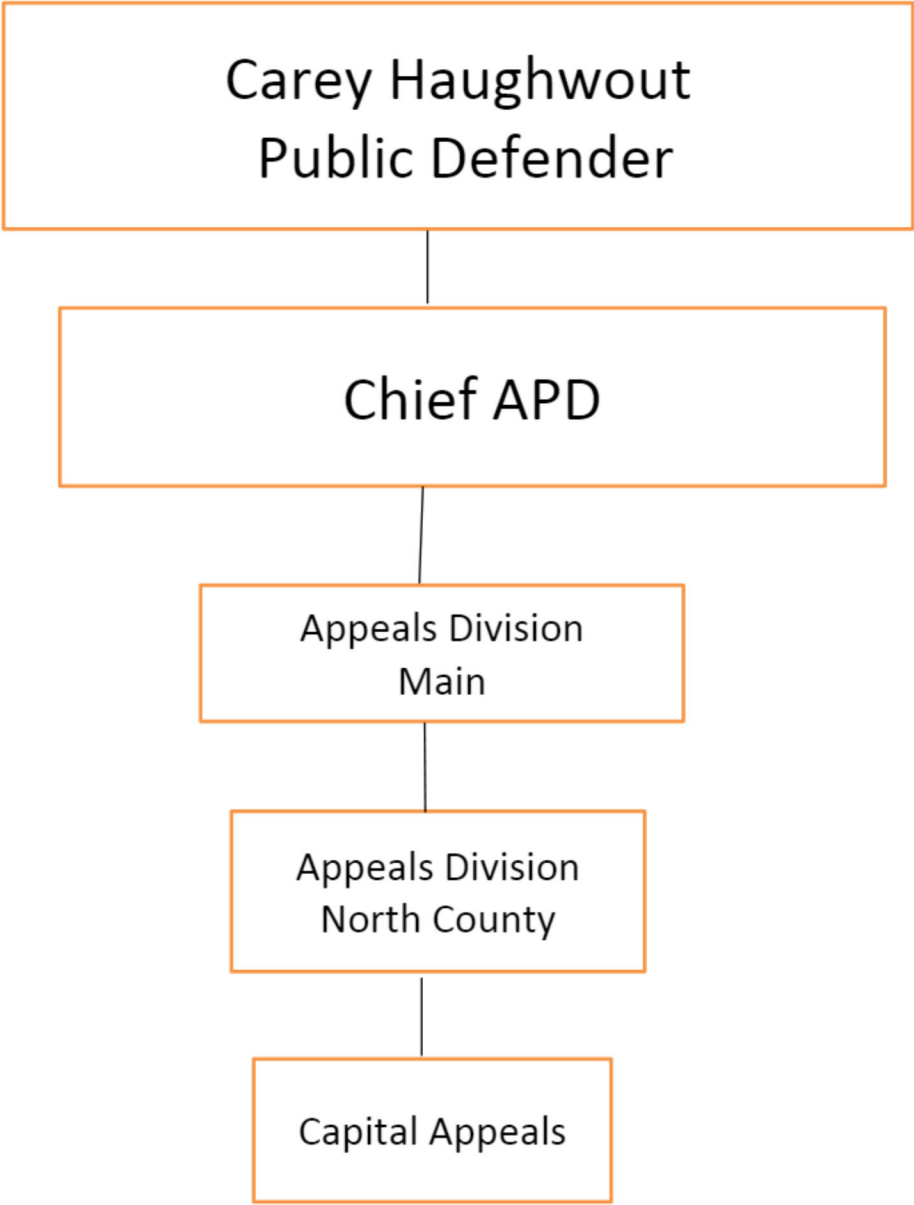
Julianne M. Holt  
Public Defender





**OFFICE OF PUBLIC DEFENDER  
FOURTEENTH JUDICIAL CIRCUIT  
APPROVED FTE 67  
JULY 1, 2022**

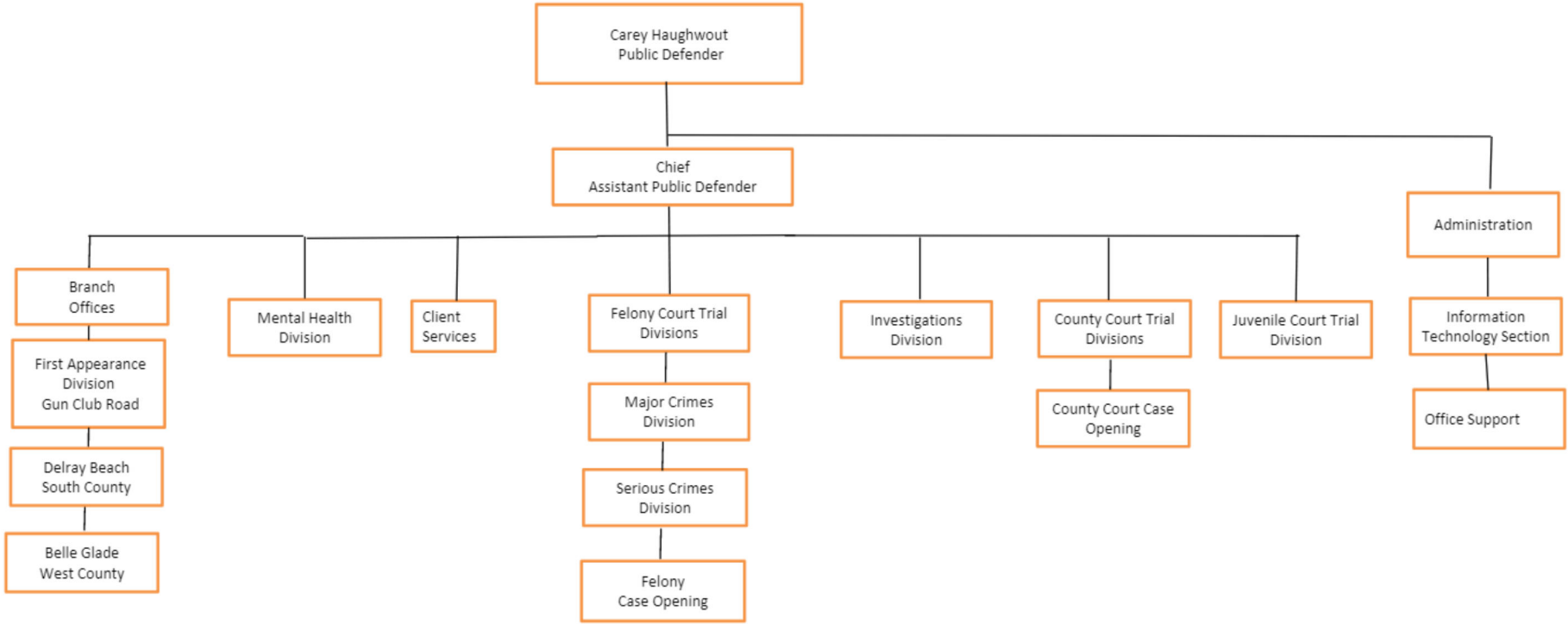




**PUBLIC DEFENDER'S APPELLATE OFFICE, 15TH JUDICIAL CIRCUIT**  
**37.00 FTE POSITIONS STATE FUNDED**

Effective: July 1, 2022



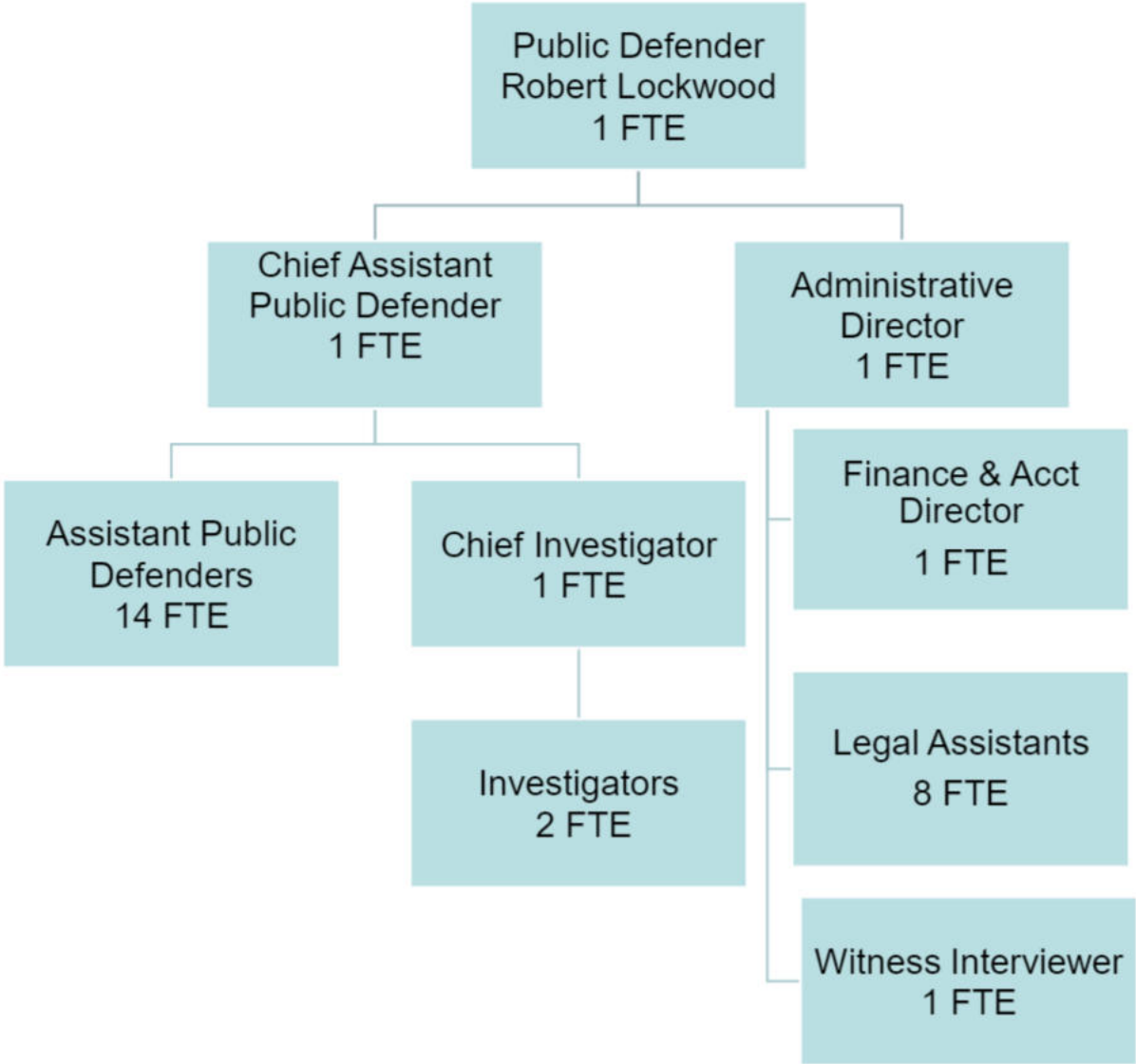


**PUBLIC DEFENDER'S OFFICE, 15TH JUDICIAL CIRCUIT**  
**189.00 FTE POSITIONS STATE FUNDED**  
 Effective July 1, 2022

OFFICE OF THE PUBLIC DEFENDER

SIXTEENTH JUDICIAL CIRCUIT

July 1, 2022



**PUBLIC DEFENDER OFFICE, CIRCUIT 17**

EFFECTIVE JULY 1, 2022

FTE 223

**Gordon Weekes**

Administration Support - 4

Support Staff  
 Felony Secretaries - 18  
 Misdemeanor Secretaries - 3  
 Juvenile Secretaries - 2  
 Appeals/Mental Health Secretary - 1  
 Social Workers - 1  
 Drug Court - 1  
 ERU/Data - 5  
 Receptionists/Clerks - 3  
 Tech/Computers - 3  
 Transcripts/Depos - 1

Executive Chief

General Counsel

Executive Chief

Appeals - 3

Jimmy Ryce Attorney - 1

Client Services - 1

Chief Felony / Repeat Offender Courts / Foreign Language

Chief Felony

Chief Training / Felony

Chief Therapeutic Courts / Felony DV Court

Chief Capital Homicide / Major Crimes

Chief Early Representation Unit

Chief Juvenile

Chief Misdemeanor

Chief Investigator

ROC Attorneys - 1  
 Felony Attorneys - 15  
 Foreign Language Attorneys - 1

Felony Attorneys - 16

Trainers - 1  
 Felony Attorneys - 16

Supervising Attorney - 1  
 Mental Health Attorneys - 5  
 Drug Court Attorneys - 2  
 DV Court Attorneys - 3

Capital Homicide Supervising Attorney - 1  
 Capital Homicide Attorneys - 6  
 Major Crimes Attorneys - 6

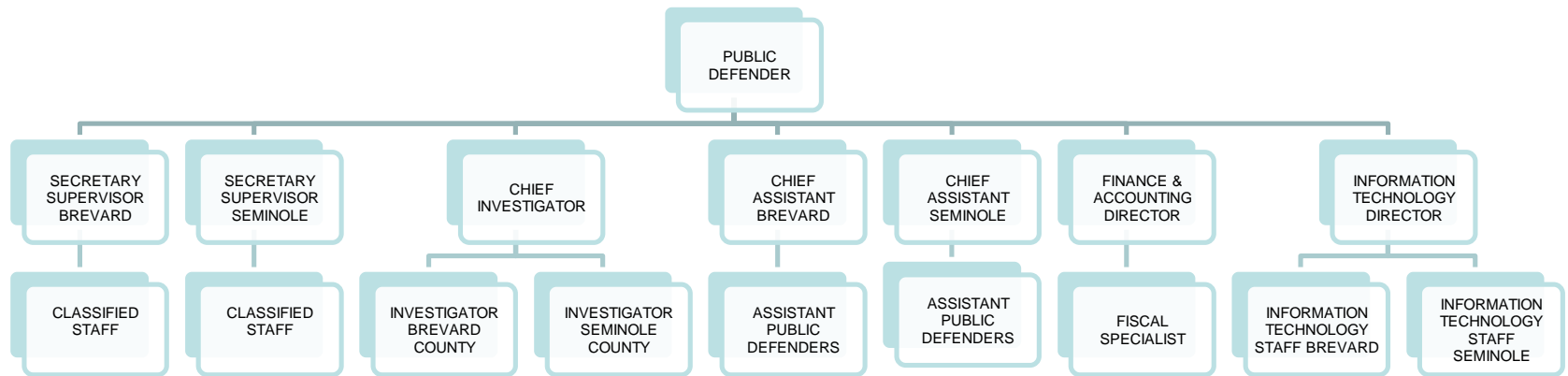
ERU Attorneys - 4  
 ERU Interviewers - 3

Supervising Attorney - 1  
 Direct File Attorney - 1  
 Juvenile Attorneys - 6

Supervising Attorneys - 1  
 Misdemeanor Attorneys - 11  
 Misdemeanor DV Attorneys - 1

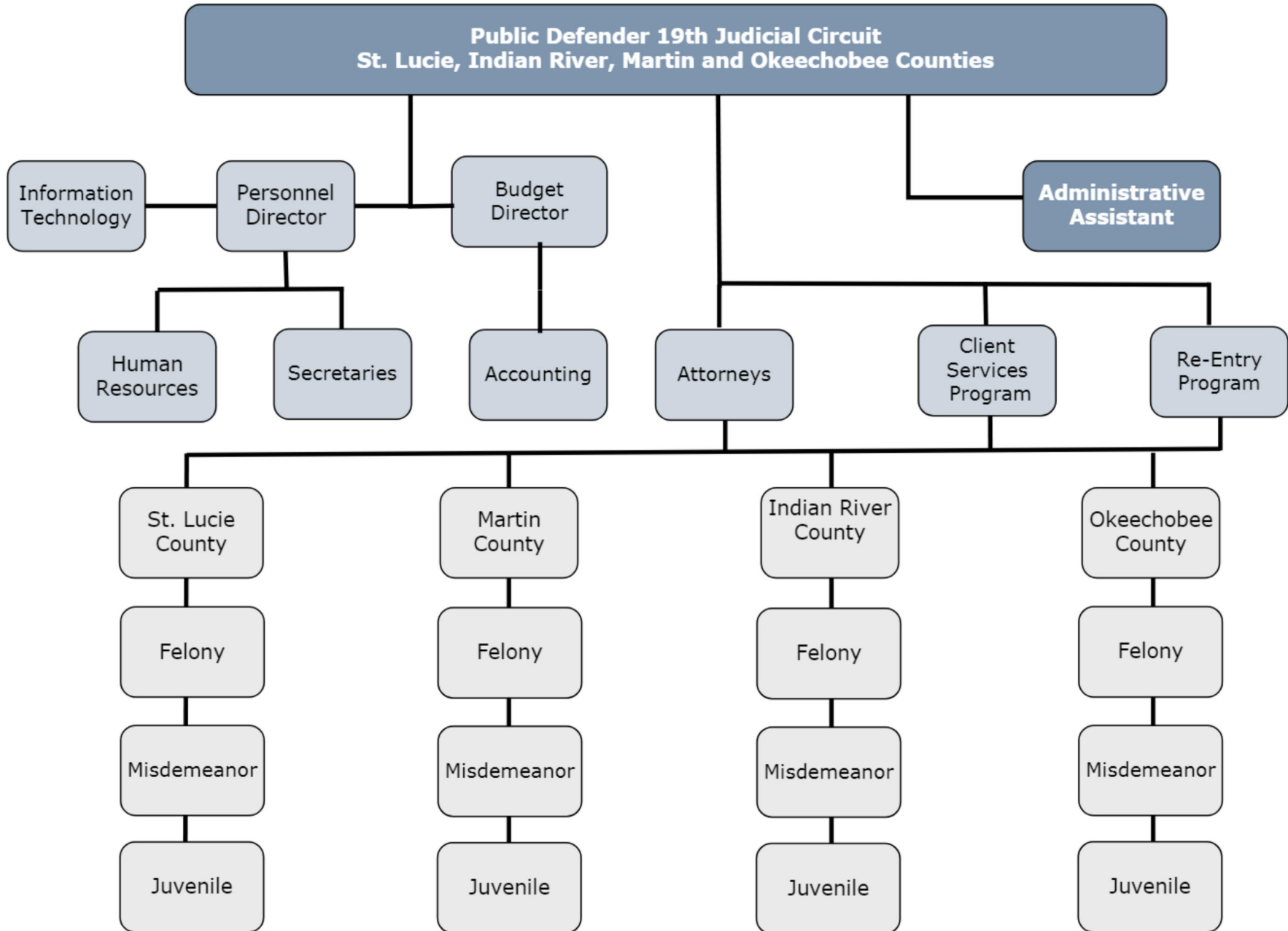
Investigators - 9

# PUBLIC DEFENDER, EIGHTEENTH JUDICIAL CIRCUIT

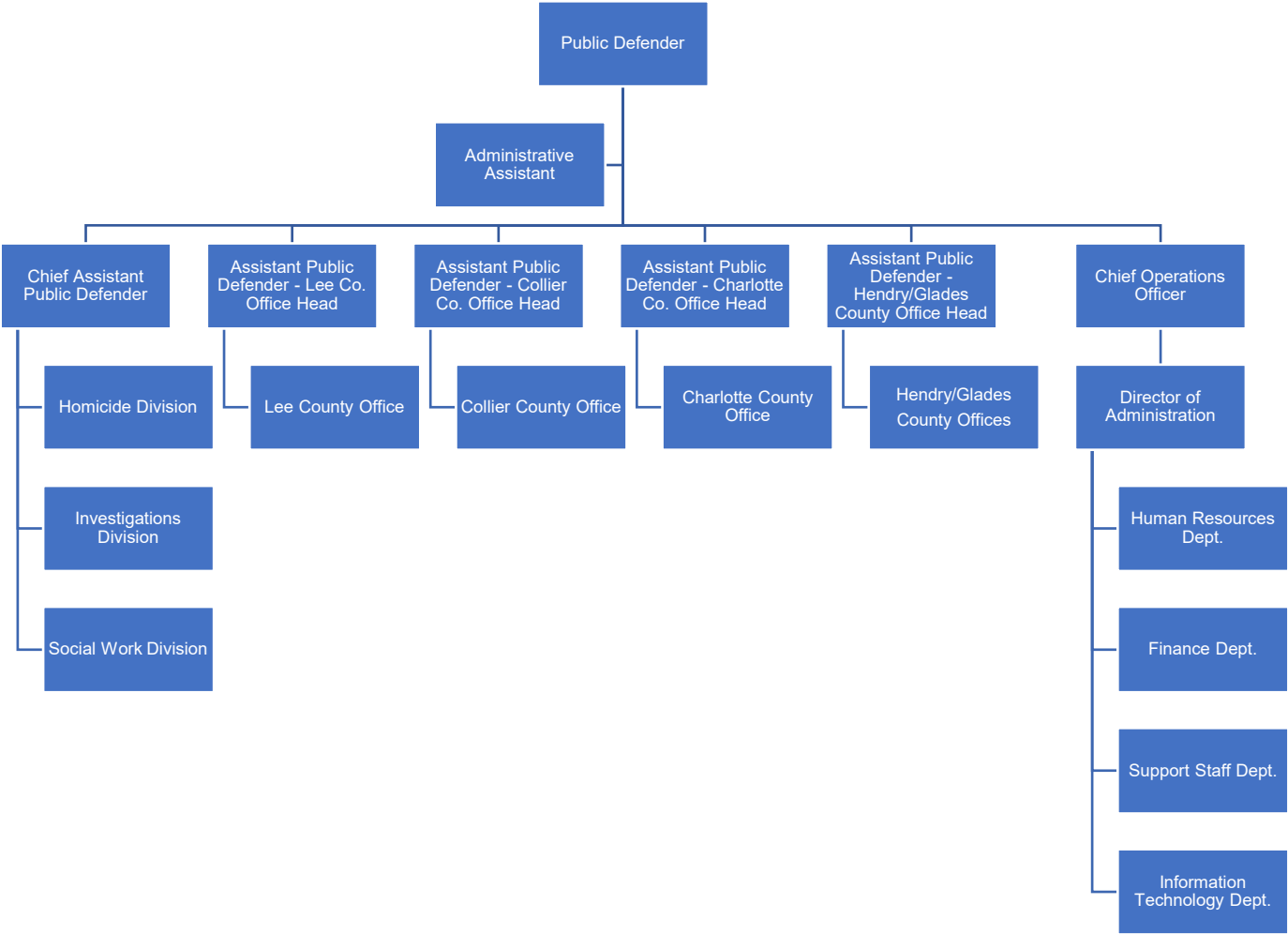


July 1, 2022

113 FTE POSITIONS STATE FUNDED



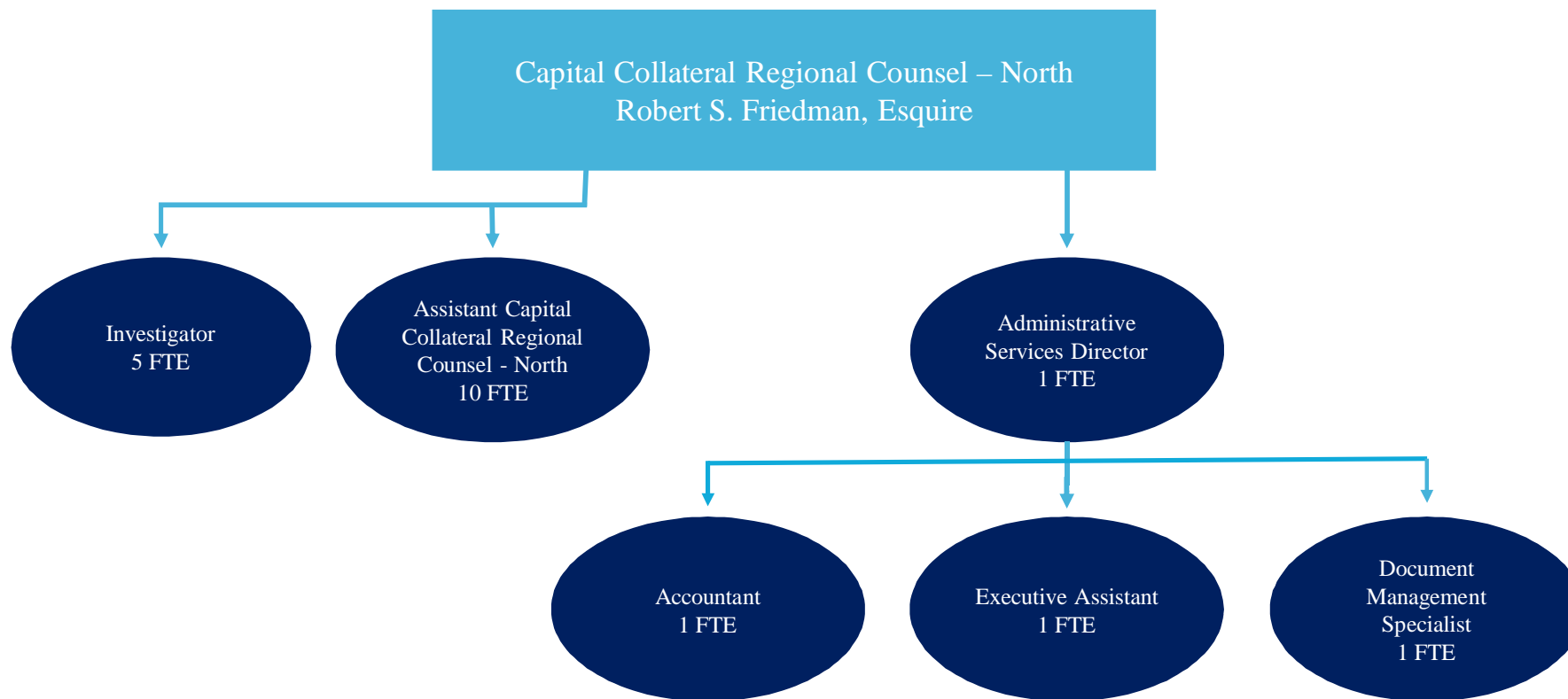
**Law Offices of Kathleen A. Smith**  
**Public Defender - 20th Judicial Circuit**  
**Organization Chart**  
**Effective July 1, 2022**



Authorized FTEs: 141.0

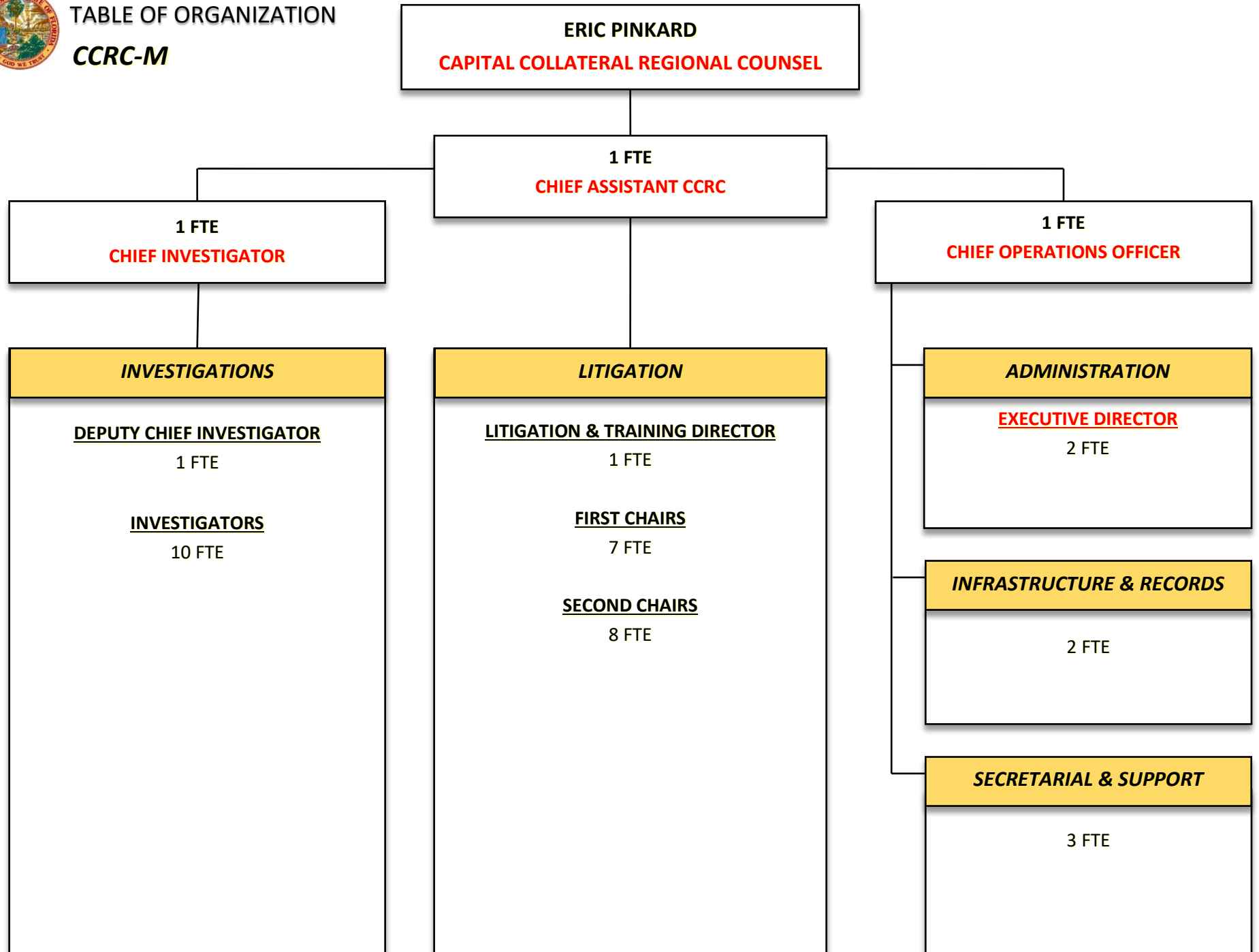
# Capital Collateral Regional Counsel – North

Office Flow Chart FY 2022-2023





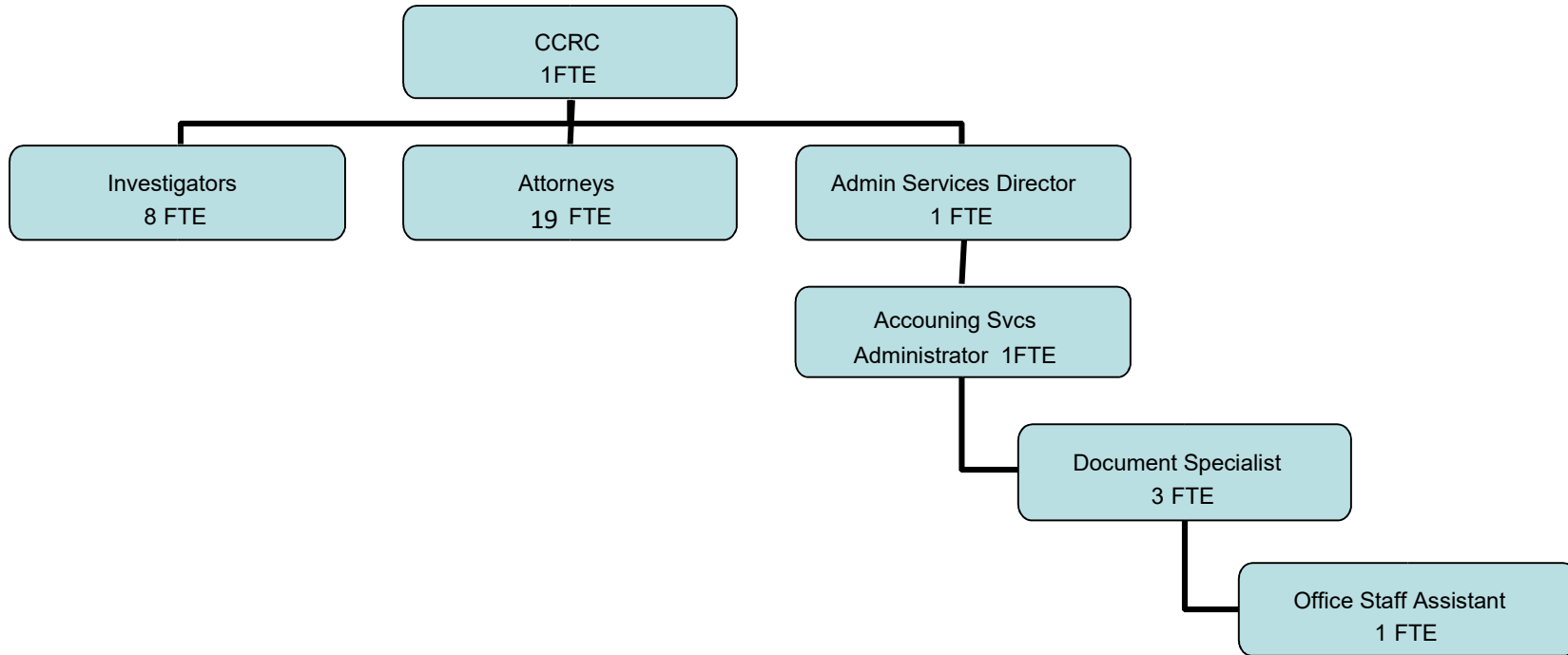
**TABLE OF ORGANIZATION**  
**CCRC-M**



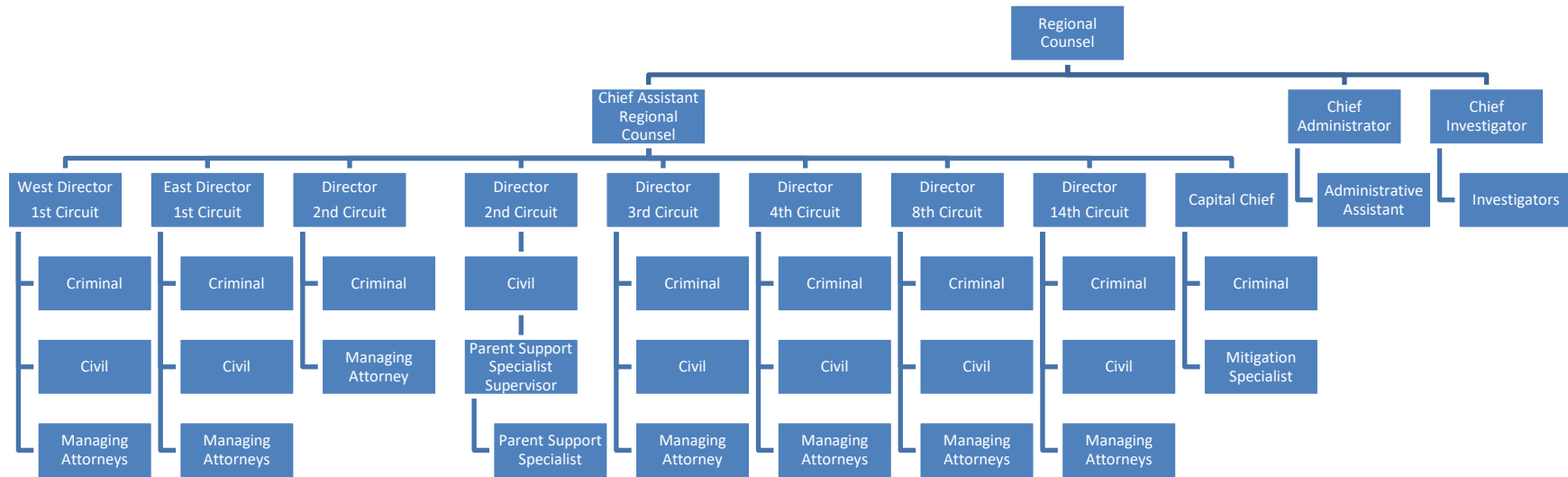


LEGISLATIVE BUDGET REQUEST FY 2023 - 2024

CCRC-South's Organizational Chart



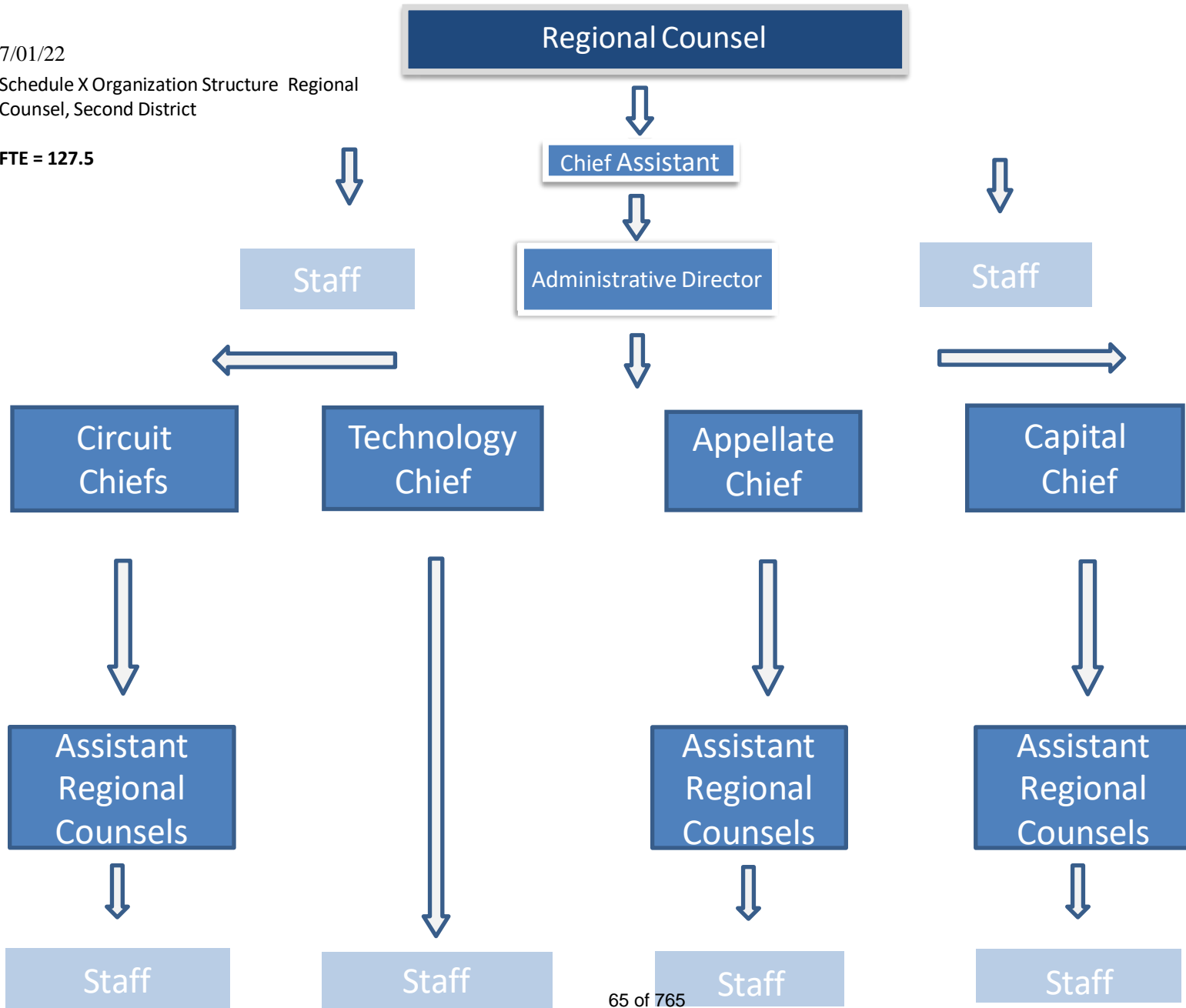
# Office of Criminal Conflict and Civil Regional Counsel 1st Region



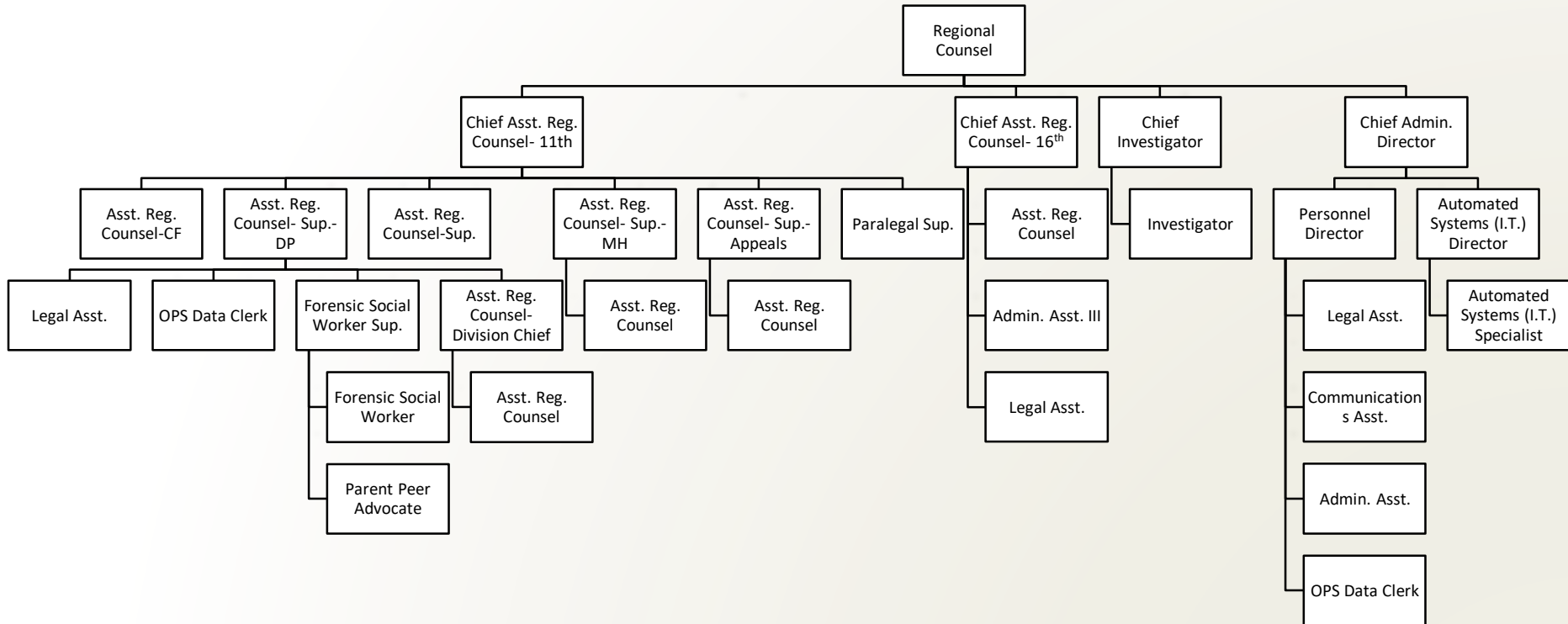
07/01/22

Schedule X Organization Structure Regional Council, Second District

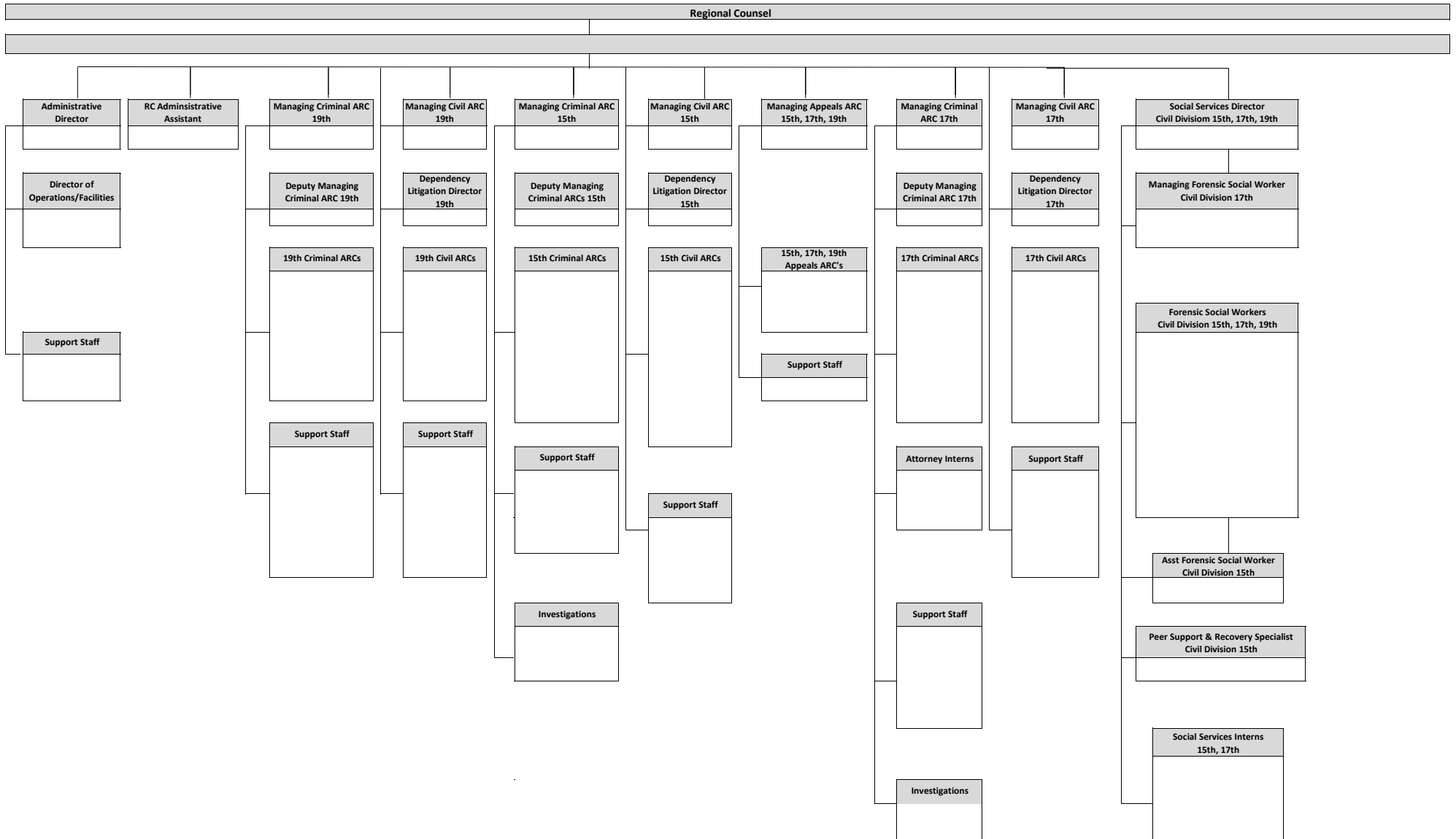
FTE = 127.5



# Criminal Conflict and Civil Reg. Counsel; Third Region of Florida (RC3) Effective 7/1/2022



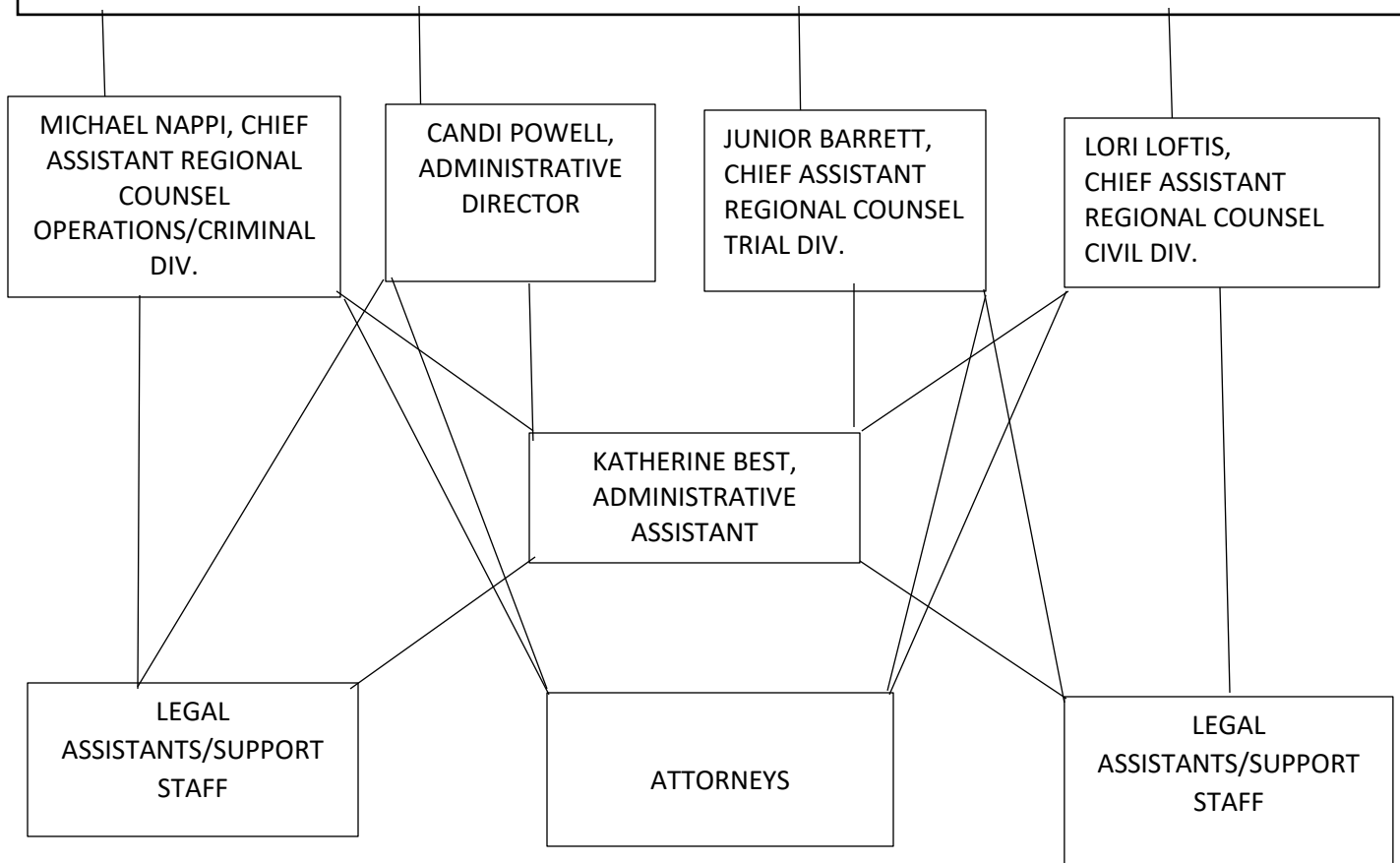
**SCHEDULE X - ORGANIZATION CHART  
CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL, 4TH DISTRICT  
Effective July 1, 2022**



Total FTE = 127.00

# JEFFREY D. DEEN, REGIONAL COUNSEL

## Office of Criminal Conflict and Civil Regional Counsel, Fifth Region (RC5)



- **EFFECTIVE JULY 1, 2022**
- **Authorized FTE Total: 104**



-----  
SECTION III - PASS THROUGH ACTIVITY ISSUE CODES SELECTED:

TRANSFER-STATE AGENCIES ACTIVITY ISSUE CODES SELECTED:

1-8: ACT5000 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	EXPENDITURES	FCO
FINAL BUDGET FOR AGENCY (SECTION I):	1,076,347,316	
TOTAL BUDGET FOR AGENCY (SECTIONS II + III):	1,076,347,334	
	-----	-----
DIFFERENCE:	18-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====



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

**Agency:** Justice Administration

**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 2022 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 2023-2024 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 2023-2024 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	#29 Justice Administration Entities	B	\$1.2M	\$22.7M
b	#33 Judicial Branch	B	\$6.4M	\$11.7M
c				
d				
e				
f				

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

Justice Administration entities are requesting \$22.7 million for workload and another \$11.7 million to staff problem-solving courts and to address workload related to the certification of additional judgeships. All amounts requested by these offices are based on the individual agency's assessment of their funding needs for FY 2023-24.  
 \*\*\*\*\*  
 Please see the following backup document for applicable issue codes.

\* R/B = Revenue or Budget Driver

SCHEDULE XIV - VARIANCE FROM LONG RANGE FINANCIAL OUTLOOK - APPLICABLE ISSUE CODES

Issue Code	Issue Code Description	General Revenue	Trust Fund	Requested Amounts Related to Budget Driver #29	Requested Amounts Related to Budget Driver #33
3000030	Increased Support Staff	361,880		361,880	
3000030	Increased Support Staff	104,102		104,102	
3000030	Increased Support Staff	198,553		198,553	
3000030	Increased Support Staff	980,808		980,808	
3000130	Addt Collateral Caseload	75,868		75,868	
3000140	Pre-Trial Intervention	238,429			238,429
3000190	Sub Abuse and Mental	767,055		767,055	
3000410	Conviction Integrity Unit	280,866		280,866	
3000410	Conviction Integrity Unit	217,320		217,320	
3000590	Early Case Resolution	527,853		527,853	
3000590	Early Case Resolution	1,604,813		1,604,813	
3000590	Early Case Resolution	182,331		182,331	
3000590	Early Case Resolution	182,331		182,331	
3000590	Early Case Resolution	98,973		98,973	
3000620	Investigative Support Costs	349,628		349,628	
3000720	Computer Crimes Div	334,209		334,209	
3000820	Cold Case Unit	344,695		344,695	
3001020	Trial Courts Pandemic	397,061		397,061	
3001060	Wkd Judgeships	715,994			715,994
3001060	Wkd Judgeships	705,172			705,172
3001060	Wkd Judgeships	480,438			480,438
3001060	Wkd Judgeships	694,468			694,468
3001060	Wkd Judgeships	1,841,631			1,841,631
3001060	Wkd Judgeships	196,220			196,220
3001060	Wkd Judgeships	157,960			157,960
3001060	Wkd Judgeships	453,320			453,320
3001250	State Attorney Workload	520,241		520,241	
3001250	State Attorney Workload	457,804			457,804
3001250	State Attorney Workload	1,365,949			1,365,949
3001280	Ex Offender Re-entry	146,938		146,938	
3001300	PD Trial Workload	392,440		392,440	
3001360	CCCRC Workload	118,169		118,169	
3001360	CCCRC Workload	2,520,157		2,520,157	
3001510	Addtl Crim Courts	159,200			159,200
3001540	Addt of Specialty Courts	259,552			259,552
3001550	Speciaty Diversion Courts	647,193			647,193
3001550	Speciaty Diversion Courts	206,993			206,993
3001550	Speciaty Diversion Courts	137,104			137,104
3001550	Speciaty Diversion Courts	729,284			729,284
3001550	Speciaty Diversion Courts	288,119			288,119
3001550	Speciaty Diversion Courts	588,722			588,722
3001600	Staffing for Post Convict	352,166		352,166	
3003020	Domestic Violence Unit	437,994		437,994	
3003070	Crime Analyst	211,855		211,855	
3004400	Crimes Against Elderly	523,718		523,718	
3004400	Crimes Against Elderly	204,808		204,808	
3004500	Prosecution Unit for Veter	182,294			182,294

SCHEDULE XIV - VARIANCE FROM LONG RANGE FINANCIAL OUTLOOK - APPLICABLE ISSUE CODES

Issue Code	Issue Code Description	General Revenue	Trust Fund	Requested Amounts Related to Budget Driver #29	Requested Amounts Related to Budget Driver #33
3004700	Animal Cruelty Prosec	101,592		101,592	
3005190	Forensic Soc Workers	240,865		240,865	
3005610	Mental Health Profession	122,134		122,134	
3009000	Graham Miller/Atwell	139,889		139,889	
3009510	Increase VOCA Authority		40,000	40,000	
3009610	Hate Crimes Prosecution	330,574		330,574	
3009620	Career Criminal Prosecution	210,146		210,146	
3009620	Career Criminal Prosecution	604,910		604,910	
3009700	Public Records Wkld	60,912		60,912	
3009700	Public Records Wkld	459,991		459,991	
3009700	Public Records Wkld	334,363		334,363	
3009700	Public Records Wkld	179,706		179,706	
3009700	Public Records Wkld	210,146		210,146	
3009700	Public Records Wkld	502,386		502,386	
3009700	Public Records Wkld	79,447		79,447	
3009700	Public Records Wkld	182,297		182,297	
3009950	Human Trafficking Crimes	430,830		430,830	
4200020	Victim's Rights Compliance	472,460		472,460	
4200320	Mental Health Disposition	71,736			71,736
4200350	Mental Health, Veterans	387,672			387,672
4200350	Mental Health, Veterans	752,322			752,322
4200350	Mental Health, Veterans	224,072		224,072	
5000180	Crime Analysis and Unit	328,012		328,012	
5000400	Crossover Program Funding	687,033		687,033	
5002010	Strategic Planning Unit	189,874		189,874	
5005020	Cross Jurisdictional Death	1,479,145		1,479,145	
5008010	Body Camera Evid Review	61,591		61,591	
5008010	Body Camera Evid Review	79,447		79,447	
5008010	Body Camera Evid Review	112,736		112,736	
5008010	Body Camera Evid Review	250,818		250,818	
5008010	Body Camera Evid Review	365,612		365,612	
5008010	Body Camera Evid Review	736,731		736,731	
5008010	Body Camera Evid Review	61,590		61,590	
5008010	Body Camera Evid Review	261,328		261,328	
5008010	Body Camera Evid Review	182,297		182,297	
5008010	Body Camera Evid Review	176,084		176,084	
5008010	Body Camera Evid Review	112,736		112,736	
5008010	Body Camera Evid Review	56,194		56,194	
5008010	Body Camera Evid Review	202,473		202,473	
	<b>Totals:</b>	<b>34,384,829</b>	<b>40,000</b>	<b>22,707,253</b>	<b>11,717,576</b>
	Total General Revenue:	34,384,829			
	Total Trust Fund:	40,000			
	<b>Total All Funds:</b>	<b>34,424,829</b>			
	Total Budget Driver #29:			22,707,253	
	Total Budget Driver #33:			11,717,576	
	<b>Total Budget Drivers:</b>			<b>34,424,829</b>	

# **Budget Entity Level Exhibits or Schedules**

**Justice Administrative Commission**

**Budget Entity: 21300800**

*Justice Administrative Commission*

**Schedule I Series**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023- 2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: Justice Administrative Commission**

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

**Name of Person Completing This Form: Nona McCall**

**Telephone #: 850-488-2415**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The Justice Administrative Commission (JAC) only has receipts in this fund because of PALM. These funds are exclusively used so the Department of Revenue (DOR) can pass collected Cost of Prosecution fees/fines to JAC. JAC then “move” the allotted portion of the revenue to the 20 State Attorney circuits. DOR performs the deposit on day 1 (deposit is verified by bank) and JAC Revenue keys a deposit correction to move the revenue to the 20 state attorney circuits on day 2.

Prior to PALM implementation, the 6/30 deposit would not be verified by the bank due to cut-off dates. JAC Financial Services would record a cash in bank FLAIR entry to account for each circuit’s revenue (in there fund not JAC’s fund) and the deposit would be verified on 7/1.

After PALM implementation, the bank is verifying the 6/30 deposit on 6/30 so the Department of Financial Services requires JAC to record it as a deposit in JAC’s fund. It then remains in JAC’s fund because JAC is unable to do a deposit correction since the deposit occurred in the prior year. JAC had to “refund” the cash/revenue to the Judicial Related Offices.

**5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue:** There are no anticipated revenues in this fund therefore there will not be a 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

<b>Department Title:</b>	<b>Budget Period: 2023-2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Justice Administrative Commission
	20-2-058021

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	569.68	(A)		569.68
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>569.68</b>	(F)	<b>0</b>	<b>569.68</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	569.68	(I)		569.68
LESS: Other Accounts Payable (CY Reversions)	-	(J)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>-</b>	(K)	<b>0</b>	<b>-</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

<b>Budget Period: 2023-24</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	Justice Administrative Commission
<b>LAS/PBS Fund Number:</b>	20-2-058021

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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)

Adjustment: CY Certified Forward Reversions  (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 2023- 2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: Justice Administrative Commission**

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

**Name of Person Completing This Form: Nona McCall**

**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 from employees for parking

**Garnishment Fees:** Based on anticipated collections

**Title IV-E Reimbursement – Federal:** DCF will reimburse monthly for the federal portion of eligible Court-Appointed attorneys, due process costs, related direct costs and De Minimis Indirect Cost.

**Transfer of Funds – Indirect:** JAC will transfer the De Minimis Indirect Costs received from the Title IV-E grant.

Description	FY 2022-23	FY 2023-24
Reimbursements - Salary Deduction Cancelation Refund	\$ 15,000	\$ 15,000
Foster Care Citizen Review Board	\$ 300,000	\$ 300,000
Qualified Transportation Benefits Program	\$ 525,000	\$ 681,000
Garnishment Fees	\$ 400	\$ 400
TITLE IV-E REIMBURSEMENT - FEDERAL	\$ 4,355,000	\$ 4,791,000
Transfer of Federal Funds - Indirect	\$ 516,000	\$ 568,000
<b>Combined Estimated Total:</b>	<b>\$ 5,711,400</b>	<b>\$ 6,355,400</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 300,400
Less 8% Service Charge	\$ (24,032)
= Receipts Applicable to 5% Assessment	\$ 276,368
x 5% State Trust Fund Reserve	\$ 13,818

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

FY 2023-24 Receipts Applicable to SCGR	\$ 300,400
x 8% Service Charge	\$ 24,032
FY 2022-23 Receipts Applicable to SCGR	\$ 300,400
x 8% Service Charge	\$ 24,032

**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 /Justice Administrative Commission**

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 339040

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Children and Families FID #2261	001510	2,969,378.09	4,355,000	4,791,000	181011	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/11/22

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Executive Direction and Support Services
	20-2-339040

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	283,995.32	(A)	-	283,995.32
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	668,898.88	(D)	-	668,898.88
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>952,894.20</b>	(F)	<b>-</b>	<b>952,894.20</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	653,494.83	(H)	-	653,494.83
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)	1,231.02	(I)	-	1,231.02
LESS: Other Accounts Payable (SCGR)		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>298,168.35</b>	(K)	<b>-</b>	<b>298,168.35</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2022 - 2023**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 298,168.35 (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 0.00 (D)

ADD Current Compensated Absences Liability \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 298,168.35 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 298,168.35 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023- 2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: Justice Administrative Commission**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Nona McCall**

**Telephone #: 850-488-2415**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The Justice Administrative Commission (JAC) only has receipts in this fund because of PALM. This trust fund are exclusively used so the Department of Revenue (DOR) can pass collected Cost of Prosecution fees/fines to JAC. JAC then “move” the allotted portion of the revenue to the 20 Public Defender circuits. DOR performs the deposit on day 1 (deposit is verified by bank) and JAC Revenue keys a deposit correction to move the revenue to the 20 public defender circuits on day 2.

Prior to PALM implementation, the 6/30 deposit would not be verified by the bank due to cut-off dates. JAC Financial Services would record a cash in bank FLAIR entry to account for each circuit’s revenue (in there fund not JAC’s fund) and the deposit would be verified on 7/1.

After PALM implementation, the bank is verifying the 6/30 deposit on 6/30 so the Department of Financial Services requires JAC to record it as a deposit in JAC’s fund. It then remains in JAC’s fund because JAC is unable to do a deposit correction since the deposit occurred in the prior year. JAC had to “refund” the cash/revenue to the Judicial Related Offices.

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

**General Revenue:** There are no anticipated revenues in this fund therefore there will not be a 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Justice Administrative Commission
	20-2-974021

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	286.03	(A)		286.03
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>286.03</b>	(F)	-	<b>286.03</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	286.03	(I)		286.03
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	-	(K)	-	-

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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**

**Statewide Guardian ad Litem**

**Budget Entity: 21310000**

**Statewide Guardian ad Litem**  
**Schedule I Series**

**SCHEDULE 1 TRUST FUND NARRATIVE  
FY 2023-24 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#: 850-922-7206**

\*\*\*\*\*

**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 DCF and the Guardian ad Litem Program. Total estimated fees to be transferred to GAL in FY 2023-24 is \$109,546

**DCF Reimbursement (Title IV-E) – Revenue Code 001510**

The Guardian ad Litem Program will enter into a reimbursement contract with the Department of Children and Families to reimburse the Program for eligible expenditures under the State of Florida’s Title IV-E grant program. The total estimated Title IV-E reimbursement for FY 2023-24 is \$4,397,042.

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

The Guardian ad Litem Program currently has three cost reimbursement agreements with three non-profit organizations. These non-profits will reimburse the Program for expenditures incurred for the OPS positions authorized in their respective contracts. The reimbursement 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. For Fiscal Year 2023-24 these revenues are coded to revenue code 001100.

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

GAL Foundation of Florida's First Coast = \$26,298

Voices for Children of Tampa Bay = \$19,741

Voices for Children of Tampa Bay = \$19,741

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

GAL currently has three intergovernmental agreements with Boards of County Commissioners who provide funding for specific OPS positions in their local Guardian ad Litem offices. These Counties reimburse the Program for the Other Personal Services (OPS) payroll costs (salaries, taxes and other benefits) associated with the positions described in their contracts. GDTF revenues and expenditures related to County funded OPS positions may increase if additional County governments agree to fund OPS staff in their circuits.

For Fiscal Year 2023-24 these revenues are coded to revenue code 000810. The County agreements are funded by local tax dollars and, as such, they are exempt from the 8% service charge to general revenue (SCGR). An exemption to the SCGR will be needed in FY 2023-24 for each of these County agreements.

GAL currently has OPS cost reimbursement agreements with the following County governments:

Volusia County (Circuit 7) = \$52,695

Monroe County (Circuit 16) = \$78,000

Lee County (Circuit 20) = \$84,403

**TOTAL ESTIMATED RECEIPTS FOR 2022-23**

Transfers from DCF: \$109,546

Title IV-E – DCF	\$4,397,042
Other Grants (OPS):	\$64,964
Reimbursed from Counties (OPS):	\$215,098
<b>Total Estimated Receipts:</b>	<b>\$4,786,650</b>

**TOTAL ESTIMATED RECEIPTS FOR 2023-24**

Fines and Penalties - DCF:	\$109,546
Title IV-E – DCF:	\$4,397,042
Other Grants (OPS):	\$64,964
Reimbursed from Counties (OPS):	\$215,098
<b>Total Estimated Receipts:</b>	<b>\$4,786,650</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$	64,964
Less 8% Service Charge	\$	(5,197)
= Receipts Applicable to 5% Assessment	\$	59,767
x 5% State Trust Fund Reserve	\$	2,988

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

FY 2023-24 Receipts Applicable to SCGR	\$	64,964
x 8% Service Charge	\$	5,197
FY 2022-23 Receipts Applicable to SCGR	\$	64,964
x 8% Service Charge	\$	5,197

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

None applicable.





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Statewide Guardian Ad Litem Office
	20-2-339044

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	448,640.76	(A)	-	448,640.76
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	31,187.84	(D)	-	31,187.84
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>479,828.60</b>	(F)	<b>-</b>	<b>479,828.60</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	2,524.29	(J)	-	2,524.29
<b>Unreserved Fund Balance, 07/01/22</b>	<b>477,304.31</b>	(K)	<b>-</b>	<b>477,304.31</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 477,304.31 (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:** 477,304.31 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 477,304.31 (F)

**DIFFERENCE:** 0.00 (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**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: State Attorney Office, First Judicial Circuit**

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

**Name of Person Completing This Form: Will Moore**

**Telephone #: 850-595-4210**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 01’s estimated receipts are \$217,280 for FY 2022-2023 and \$217,280 for FY 2023-2024.

**Cost of Prosecution:** The estimated revenues in the State Attorney Revenue Trust Fund, Cost of Prosecution, for FY 2022-2023 are \$1,700,000. The estimate revenues for FY 2023-2024 are also \$1,700,000. The estimated revenues were determined based on average monthly deposits during FY 2021-2022.

**Worthless Checks:** The estimated revenues in the State Attorney Revenue Trust Fund, Worthless Checks, for FY 2022-2023 are \$5,000. The estimate revenues for FY 2023-2024 are also \$5,000. The estimated revenues were determined based on average monthly deposits during FY 2021-2022. This revenue source continues to decline each fiscal year.

**Local Ordinance Prosecution:** The estimated revenues in the State Attorney Revenue Trust Fund, Local Ordinance Prosecution, for FY 2022-2023 are \$1,000. The estimate revenues for FY 2023-2024 are also \$1,000. The estimated revenues were determined based on average monthly deposits during FY 2021-2022.

**Criminal History/Background Checks:** The estimated revenues in the State Attorney Revenue Trust Fund, Criminal History Background Checks, for FY 2022-2023 are \$250. The estimate revenues for FY 2023-2024 are also \$250. The estimated revenues were determined based on average monthly deposits during FY 2021-2022.

**Restitution – (HB 409):** Revenues are estimated at \$0.00 in for FY 2022-2023 and FY 2023-2024.

**Prosecution Criminal Use of Personal ID:** The estimated revenues in the State Attorney Revenue Trust Fund, Prosecution of Criminal Use of Personal ID, for FY 2022-2023 are \$1,000. The estimate revenues for FY 2023-2024 are also \$1,000. The estimated revenues were determined based on average monthly deposits during FY 2021-2022.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,924,280
Less 8% Service Charge	\$ (153,942)
= Receipts Applicable to 5% Assessment	\$ 1,770,338
x 5% State Trust Fund Reserve	\$ 88,517

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,924,280
x 8% Service Charge	\$ 153,942
FY 2022-23 Receipts Applicable to SCGR	\$ 1,924,280
x 8% Service Charge	\$ 153,942

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023-2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - First Judicial Circuit
	20-2-058001

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,955,043.38	(A)		2,955,043.38
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	775.44	(D)		775.44
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>2,955,818.82</b>	(F)	<b>0</b>	<b>2,955,818.82</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	58,119.00	(H)		58,119.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: Other Accounts Payable (CY Reversions)	-	(J)		-
LESS: Other Accounts Payable (SCGR)	45,119.71	(J)		45,119.71
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,852,580.11</b>	(K)	<b>0</b>	<b>2,852,580.11</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period: 2023-24</b>
<b>Department Title:</b> Justice Administration
<b>Trust Fund Title:</b> State Attorneys Revenue Trust Fund
<b>Budget Entity:</b> State Attorneys - First Judicial Circuit
<b>LAS/PBS Fund Number:</b> 20-2-058001

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,852,580.11 (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)

Adjustment: CY Certified Forward Reversions \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 2,852,580.11 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,852,580.11 (F)

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

**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, First Judicial Circuit**

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

**Name of Person Completing This Form: Will Moore**

**Telephone #: 850-595-4210**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**FIST – State:** SA01 anticipates selling five vehicles in FY 2023-2024 and it is estimated that the office should receive approximately \$10,000 from that transaction. Actual receipts for FY2022-2023 are \$4,000. No additional receipts are expected.

**FIST – Federal:** SA01 does not anticipate receiving any receipts from FIST Federal. There are no funds remaining in FIST Federal.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 10,000
x 8% Service Charge	\$ 800
FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - First Judicial Circuit
	20-2-316001

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	17,159.99	(A)		17,159.99
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>17,159.99</b>	(F)	-	<b>17,159.99</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: Other Accounts Payable (SCGR)	357.20	(J)		357.20
<b>Unreserved Fund Balance, 07/01/22</b>	<b>16,802.79</b>	(K)	-	<b>16,802.79</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 16,802.79 (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:** 16,802.79 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 16,802.79 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, First Judicial Circuit**

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

**Name of Person Completing This Form: Will Moore**

**Telephone #: 850-595-4210**

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**Revenue Estimating Methodology:**

**Victims of Crime Act (VOCA):** The revenue is a controlled amount pursuant to contract with the Florida Attorney General’s office. The contract amount for FY2022-2023 is \$491,210. The anticipated contract amount for FY2023-2024 is \$570,500.

**County Information Technology:** The estimated revenues relative to the County Information Technology Trust Fund are based on actual salary and benefit reimbursements related to the Information Technology personnel assigned in Escambia, Santa Rosa, Okaloosa and Walton Counties. The positions and corresponding reimbursement amounts within in each County are approved by the Boards of County Commissioners in those Counties. The revenue from which the reimbursements are made are generated from Article V, Revision 7, \$2.00 recording fees shared with Judiciary, Public Defender, and Regional Conflict Counsel offices in the First Judicial Circuit. Provided the \$2.00 recording fees are not sufficient to fully reimburse our Information Technology needs, the Counties are responsible for any difference from their General Revenue funds. The anticipated reimbursements for FY 2022-2023 are \$720,000. The amount anticipated for FY 2023-2024 is \$825,000.

**US Marshals Service MOA:** The estimated revenue related to the US Marshals Services are based on a Memorandum of Agreement between their agency and our office. The current MOA allows for \$6,000 total reimbursement in FY 2022-2023. It is anticipated the MOA will allow for \$6,000 total reimbursement in FY 2023-2024.

**Bureau of ATF MOA:** The estimated revenue related to the Bureau of ATF are based on a Memorandum of Agreement between their agency and our office. The current MOA allows for \$500 total reimbursement in FY 2022-2023. It is anticipated the MOA will allow for \$500 total reimbursement in FY 2023-2024.

**Recovery of Fraudulent Indigency Claims:** Actual Revenues in FY2021-2022 were \$0.00. Estimated revenues in FY2022-2023 and FY2023-2024 are \$0.00.

**5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue:** Revenue receipts 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-1st Judicial Circuit**

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

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

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 491,210.39	\$ 491,210.00	\$ 570,500.00	104133	Sarah Nortelus 9/21/2022
	<b>TOTAL</b>	491,210.39	491,210.00	570,500.00		

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - First Judicial Circuit
	20-2-339012

	Balance as of 6/30/2022		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	589,857.17	(A)			589,857.17
ADD: Other Cash (See Instructions)		(B)			0.00
ADD: Investments		(C)			0.00
ADD: Outstanding Accounts Receivable	253,445.59	(D)			253,445.59
ADD: _____		(E)			0.00
<b>Total Cash plus Accounts Receivable</b>	<b>843,302.76</b>	(F)	<b>0.00</b>		<b>843,302.76</b>
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		0.00
LESS:		(J)			0.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>843,302.76</b>	(K)	<b>0.00</b>		<b>843,302.76</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023 - 2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 843,302.76 (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:** 843,302.76 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 843,302.76 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: State Attorney Office, 2nd Judicial Circuit**  
**Trust Fund Name: State Attorney Revenue Trust Fund, FID# 2058**  
**Name of Person Completing This Form: Mary Dean Barwick**  
**Telephone #: 850-606-6015**

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**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 02’s estimated receipts are \$125,440 for FY 2022-2023 and \$125,440 for FY 2023-2024.

**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 are being maintained. Uncollectable patterns are estimated to continue.

**Misdemeanor Diversion:** This projection is based on several years of historical data. A circuit-wide pilot program was initiated in January of 2018 and cases referred are projected to be consistent with previous years.

**Identity Theft:** 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).

Description	FY 2022-23	FY 2023-24
ARTICLE V TRAFFIC FINES	\$ 125,440	\$ 125,440
COST OF PROSECUTION	\$ 400,000	\$ 400,000

MISDEMEANOR DIVERSION	\$ 275,000	\$ 275,000
\$250 SURCHARGE-PROSECUTE CRIM USE PERSONAL ID	\$ 3,000	\$ 3,000
TRANSFER IN - AUCTION PROCEEDS FROM DMS 2510	\$ 4,000	\$ 4,000
<b>Combined Estimated Total:</b>	<b>\$ 807,440</b>	<b>\$ 807,440</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 804,440
Less 8% Service Charge	\$ (64,355)
= Receipts Applicable to 5% Assessment	\$ 740,085
x 5% State Trust Fund Reserve	\$ 37,004

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

FY 2023-24 Receipts Applicable to SCGR	\$ 804,440
x 8% Service Charge	\$ 64,355
FY 2022-23 Receipts Applicable to SCGR	\$ 804,440
x 8% Service Charge	\$ 64,355

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

None Applicable.

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

**Agency Name: JAC /State Attorney Office-2nd Judicial Circuit**

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

**Fund Name and Number :** State Attorney Revenue Trust Fund 20 2 058002

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 9,648.50	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Second Judicial Circuit
	20-2-058002

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,401,885.60	(A)	-	1,401,885.60
ADD: Other Cash (See Instructions)	406.00	(B)	-	406.00
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	171,696.69	(D)	-	171,696.69
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,573,988.29</b>	(F)	<b>-</b>	<b>1,573,988.29</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	15,690.40	(J)	-	15,690.40
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,558,297.89</b>	(K)	<b>-</b>	<b>1,558,297.89</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Second Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>1,558,297.89</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

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

Adjustment: CY Certified Forward Reversions		(D)
---	--	-----

	(D)
--	-----

	(D)
--	-----

	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>1,558,297.89</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>1,558,297.89</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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

**Name of Person Completing This Form: Mary Dean Barwick**

**Telephone #: 850-606-6015**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The estimates for FY 2022-23 and FY 2023-24 of \$25,000 are based, in part, on pending investigations where the possibility of forfeiture exists.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 25,000
Less 8% Service Charge	\$ (2,000)
= Receipts Applicable to 5% Assessment	\$ 23,000
x 5% State Trust Fund Reserve	\$ 1,150

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

FY 2023-24 Receipts Applicable to SCGR	\$ 25,000
x 8% Service Charge	\$ 2,000
FY 2022-23 Receipts Applicable to SCGR	\$ 25,000
x 8% Service Charge	\$ 2,000

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Second Judicial Circuit
	20-2-316002

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	104,033.47	(A)	-	104,033.47
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>104,033.47</b>	(F)	<b>-</b>	<b>104,033.47</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>104,033.47</b>	(K)	<b>-</b>	<b>104,033.47</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Second Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 104,033.47 (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:** 104,033.47 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 104,033.47 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: State Attorney Office, 2nd Judicial 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:** \$667,000 Estimates are based on the grant contract amount.

**Violence Against Women Act:** \$130,000 Estimates are based on the grant contract amount.

**VAWA STOP Grant:** \$45,000 Estimates based on grant contract amount.

**U.S Marshals Service:** \$5,000 Estimates based on grant contract amount.

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

**IT Reimbursement (All counties):** \$100,500 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:**

None Applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Second Judicial Circuit
	20-2-339008

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	205,033.98	(D)		205,033.98
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>205,033.98</b>	(F)	<b>0.00</b>	<b>205,033.98</b>
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	171,683.93	(H)		171,683.93
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
<b>Unreserved Fund Balance, 07/01/22</b>	<b>33,350.05</b>	(K)	<b>0.00</b>	<b>33,350.05</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 33,350.05 (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:** 33,350.05 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 33,350.05 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Third Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 03’s estimated receipts are \$72,800 for FY 2022-2023 and \$72,800 for FY 2023-2024.

**Cost of Prosecution:** The State Attorney’s Office, Third Judicial Circuit, projects revenue of \$490,000 for Fiscal Year 2022-2023. For Fiscal Year 2023-2024, the revenue projection is \$510,000. These projections are based on actual receipts collected in FY 2021-2022 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. Court operations have returned to pre-pandemic levels. With the increase in cases being handled, the fees collected within this trust fund are also increasing.

**Worthless Checks:** The State Attorney’s Office, Third Judicial Circuit projects revenue of \$250 for FY 2022-2023 and for FY 2023-2024. 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 2022-23 Receipts Applicable to SCGR	\$ 563,050
Less 8% Service Charge	\$ (45,044)
= Receipts Applicable to 5% Assessment	\$ 518,006
x 5% State Trust Fund Reserve	\$ 25,900

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

FY 2023-24 Receipts Applicable to SCGR	\$ 583,050
x 8% Service Charge	\$ 46,644
FY 2022-23 Receipts Applicable to SCGR	\$ 563,050
x 8% Service Charge	\$ 45,044

**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 :** State Attorney Revenue Trust Fund 20 2 058003

<b>Transfers In</b> (Provide Agency and Fund Number Received From)	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 5,393.75	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

<b>Transfers Out (Operating and Non-Operating)</b> (Provide Agency and Fund Number Transferred To)	<b>Transfer Out Expenditure Category</b>	<b>Amount</b>			<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorney Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Third Judicial Circuit
	20-2-058003

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	862,487.20	(A)	-	862,487.20
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	7.40	(D)	-	7.40
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>862,494.60</b>	(F)	<b>-</b>	<b>862,494.60</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	11,928.27	(J)	-	11,928.27
<b>Unreserved Fund Balance, 07/01/22</b>	<b>850,566.33</b>	(K)	<b>-</b>	<b>850,566.33</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Third Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058003

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 850,566.33 (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)

Adjustment: CY Certified Forward Reversions \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 850,566.33 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 850,566.33 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Third Judicial 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 2022-2023 is estimated at \$260,533. This amount includes \$54,408 which is the balance of the VOCA grant that covers July – September 2022 plus the new VOCA grant request for the federal fiscal year beginning October 2022, pro-rated for the 9 months October 2022-June 2023 which is \$206,125. For Fiscal Year 2023-2024, estimated receipts are \$286,412. This amount includes VOCA salary reimbursements at 5 percent over the current base salary which will allow for potential salary increases, as well as increases to retirement and employer health insurance costs which are reimbursable by the 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 2022-2023 calls for \$44,952 to be reimbursed to this agency for IT salary expenditures. This agency estimates that the same amount will be available in Fiscal Year 2023-2024.

**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

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 266,980.37	\$ 260,533.00	\$ 286,412.00	104133	Sarah Nortelus 9/21/2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Third Judicial Circuit
	20-2-339013

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	169,567.33	(A)		169,567.33
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	87,219.74	(D)		87,219.74
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>256,787.07</b>	(F)	<b>0.00</b>	<b>256,787.07</b>
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	0.00
LESS: _____		(J)		0.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>256,787.07</b>	(K)	<b>0.00</b>	<b>256,787.07</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Third Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339013

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 256,787.07 (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:** 256,787.07 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 256,787.07 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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

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

**Telephone #: 904-255-2947**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, SA 04's estimated receipts are \$357,280 for FY 2022-2023 and \$357,280 for FY 2023-2024.

**Cost of Prosecution:** The State Attorney's Office for the Fourth Judicial Circuit is projecting cost of prosecution revenues for FY 2022-2023 to be \$1,100,000 and for FY 2023-2024 to 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. This revenue is projected to decrease in the current year due to the COVID-19 pandemic.

Cost of prosecution revenue for the past seven fiscal years:

FY 2021 – 2022=\$ 1,149,124.79

FY 2020 – 2021=\$1,066,359.74

FY 2019 –2020=\$1,168,724.75

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

**Worthless Checks:** The State Attorney's Office for the Fourth Judicial Circuit is projecting worthless check revenues for FY 2022-2023 to be \$1,500 and for FY 2023-2024 to be \$1,500.

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 21 %.

Worthless check revenue for the past seven fiscal years:

FY 2021 – 2022 =\$1,040.90

FY 2020 – 2021=\$1,383.58

FY 2019 –2020=\$1,864.79

FY 2018-2019 = \$2,340.97

FY 2017-2018 = \$3,470.07

FY 2016-2017 = \$5,490.35

FY 2015-2016 = \$4,912.97

**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. In the future, revenue is expected to decrease to zero.



**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,458,780
Less 8% Service Charge	\$ (116,702)
= Receipts Applicable to 5% Assessment	\$ 1,342,078
x 5% State Trust Fund Reserve	\$ 67,104

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,358,780
x 8% Service Charge	\$ 108,702
FY 2022-23 Receipts Applicable to SCGR	\$ 1,458,780
x 8% Service Charge	\$ 116,702

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fourth Judicial Circuit
	20-2-058004

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,668,604.87	(A)	-	1,668,604.87
ADD: Other Cash (See Instructions)	152.00	(B)	-	152.00
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	36.35	(D)	-	36.35
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,668,793.22</b>	(F)	<b>-</b>	<b>1,668,793.22</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	150,000.00	(H)	-	150,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	32,791.52	(J)	-	32,791.52
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,486,001.70</b>	(K)	<b>-</b>	<b>1,486,001.70</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

	<b>Budget Period: 2023-24</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fourth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058004

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>1,486,001.70</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved FCO Certified Forward per LAS/PBS		(D)
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Adjustment: CY Certified Forward Reversions		(D)
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		(D)
--	--	-----

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

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>1,486,001.70</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>1,486,001.70</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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

**Name of Person Completing This Form: Nike Campbell, 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 2022-2023 and \$200,000 FY 2023-2024 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 2022-2023 to be \$0.00 and FY 2023-2024 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 2022-2023 and FY 2023-2024 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 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 200,000
x 8% Service Charge	\$ 16,000
FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fourth Judicial Circuit
	20-2-316004

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,947,859.01	(A)	-	1,947,859.01
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,947,859.01</b>	(F)	<b>-</b>	<b>1,947,859.01</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	8,182.66	(J)	-	8,182.66
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,939,676.35</b>	(K)	<b>-</b>	<b>1,939,676.35</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fourth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316004

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,939,676.35 (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:** 1,939,676.35 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,939,676.35 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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

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

**Telephone #: 904-255-2947**

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**Revenue Estimating Methodology:**

**Stop Violence against Women VAWA:** The revenue amounts under Contract No. LN098 are anticipated to be \$141,038 for FY 2022-2023 and \$141,038 for FY 2023-2024.

**Stop Violence against Women VAWA:** The revenue amounts under Contract No. 20STO56 are anticipated to be \$42,242 for FY 2022-2023 and \$42,242 for FY 2023-2024.

**Victims against Crime Act VOCA:** The revenue amounts under Contract No. VOCA 2020 00568 are anticipated to be \$605,296 for FY 2022-2023 and \$1,028,879.74 for FY 2023-2024.

**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 \$262,387 in FY 2022-23 and \$262,387 in FY 2023-2024.

**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 2022-2023 and FY2023-2024. 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 2022-2023, this office is slated to receive \$79,470.

**National Sexual Assault Kit Initiative (SAKI) – Multidisciplinary Approach (SAKI):** The revenue amounts under Contract No. 15PBJA-21-GG-04314-SAKI are anticipated in FY 2022 – FY 2023 to be \$729,488.

**National Sexual Assault Kit Initiative (SAKI) – Lawfully Owned DNA:** The revenue amounts under Contract No. 15PBJA-21-GG-04334-SAKI are anticipated to be \$148,496 in FY 2022 -2023.

**KEYS 2DRIVE:** The estimated revenue amounts in FY 2021 – FY 2022 are anticipated to be \$60,000 and in FY 2022 – FY 2023 is \$60,000.

**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 2021 – FY 2023 will be \$5,000.

**Prosecuting Cold Case Using DNA:** The revenue amounts under Contract 2020-DN-BX-0158 are anticipated to be \$150,800 in FY 2022-23.

**National Sexual Assault Kit Initiative (SAKI) – Investigation and Prosecution of Cold Case Sexual Assaults:**

The revenue amounts under Contract No. 15PBJA-21-GG-04305-SAKI are anticipated to be \$224,152 in FY 2022 - 2023.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 154,470
Less 8% Service Charge	\$ (12,358)
= Receipts Applicable to 5% Assessment	\$ 142,112
x 5% State Trust Fund Reserve	\$ 7,106

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

FY 2023-24 Receipts Applicable to SCGR	\$ 75,000
x 8% Service Charge	\$ 6,000
FY 2022-23 Receipts Applicable to SCGR	\$ 154,470
x 8% Service Charge	\$ 12,358

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

None Applicable



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fourth Judicial Circuit
	20-2-339007

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,711,437.50	(A)	-	1,711,437.50
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	425,355.25	(D)	-	425,355.25
ADD:		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>2,136,792.75</b>	(F)	<b>-</b>	<b>2,136,792.75</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	932.38	(J)	-	932.38
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,135,860.37</b>	(K)	<b>-</b>	<b>2,135,860.37</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

**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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 5<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Bridget Kiefer/Kathy LaCorte**

**Telephone #: 352-671-5909**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 05’s estimated receipts are \$240,800 for FY 2022-2023 and \$240,800 for FY 2023-2024.

**Worthless Checks:** Worthless check revenue projections are based on FY 2021-2022 performance. Revenues have steadily decreased over the past few years. The State Attorney’s Office 5<sup>th</sup> Judicial Circuit projections have been adjusted accordingly. Projected receipts for FY2022-2023 will be \$1,430 and for FY 2023-2024 it will be \$1,573.

**Cost of Prosecution:** The State Attorney’s Office 5<sup>th</sup> Judicial Circuit cannot predict if a defendant will pay their cost of prosecution fee. The backlog of cases improved significantly in FY 2021-2022, and we anticipate the fees collected to stabilize. In FY2022-2023 the projected receipts will be \$1,632,509 and in FY 2023-2024 to be around \$1,795,760 for this circuit.

**Restitution-Criminal Use of Personal ID:** Receipts for this funding category have been declining in the past couple of fiscal years to less than half what they were in FY 2020-2021. Perhaps it is due to society being more diligent and educated about protecting their identity. As a result, the projected receipts for FY2022-2023 will be \$6,266 and FY 2023-2024 will be \$6,893.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,874,739
Less 8% Service Charge	\$ (149,979)
= Receipts Applicable to 5% Assessment	\$ 1,724,760
x 5% State Trust Fund Reserve	\$ 86,238

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

FY 2023-24 Receipts Applicable to SCGR	\$ 2,038,133
x 8% Service Charge	\$ 163,051
FY 2022-23 Receipts Applicable to SCGR	\$ 1,874,739
x 8% Service Charge	\$ 149,979

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

None applicable.

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

**Agency Name: JAC /State Attorney Office-5th Judicial Circuit**

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

**Fund Name and Number :** State Attorney Revenue Trust Fund 20 2 058005

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 5,278.00	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

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



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fifth Judicial Circuit
	20-2-058005

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,532,450.34	(A)	-	3,532,450.34
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	24.50	(D)	-	24.50
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,532,474.84</b>	(F)	<b>-</b>	<b>3,532,474.84</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	682.60	(H)	-	682.60
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	42,544.21	(J)	-	42,544.21
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,489,248.03</b>	(K)	<b>-</b>	<b>3,489,248.03</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fifth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058005

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,489,248.03 (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)

Adjustment: CY Certified Forward Reversions   (D)

  (D)

  (D)

  (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 3,489,248.03 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,489,248.03 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 5<sup>th</sup> Judicial Circuit**

**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 the last several fiscal years nor are there any expected revenues in the future. The balance in this fund is \$1.07 and this was transferred to SA11.

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Civil RICO Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fifth Judicial Circuit
	20-2-095001

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1.07	(A)		1.07
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1.07</b>	(F)	<b>0</b>	<b>1.07</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	-	(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1.07</b>	(K)	<b>0</b>	<b>1.07</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023-3024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Civil RICO Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fifth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-095001

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 5<sup>th</sup> Judicial Circuit**

**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 the last several fiscal years nor are there any expected revenues in the future. The balance in this fund is \$.03 and this was transferred to SA11.

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fifth Judicial Circuit
	20-2-316005

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.03	(A)	-	0.03
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>0.03</b>	(F)	<b>-</b>	<b>0.03</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>0.03</b>	(K)	<b>-</b>	<b>0.03</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, Judicial Circuit 5**

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

**Name of Person Completing This Form: Bridget Kiefer/Kathy LaCorte**

**Telephone #: 352-671-5909**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Victims of Crime Act (VOCA):** We anticipate applying for the VOCA grant for FY 23-24 requesting an increase over the amount applied for in FY 22-23 to cover increased salary expenditures. We are pending approval by the Office of the Attorney General for FY 22-23 in the amount of \$361,670. We estimate that we will be requesting \$390,604 in federal funds for the VOCA grant for FY 2023-2024.

**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 a fractional portion of an ASA will be paid to The State Attorney’s Office 5<sup>th</sup> Judicial Circuit each year. Our contracts with other counties and municipalities range from \$50 to \$100 per case prosecuted by The State Attorney’s Office 5<sup>th</sup> Judicial Circuit. We anticipate the reimbursement from the prosecution of Local Ordinance cases for our circuit to be remain stable. The estimate for FY2022-2023 is \$26, 175 and for FY 2023-2024 at \$28,973.

**Information Technology:** Each county is responsible for reimbursing the employer salary costs for the IT employees throughout The State Attorney’s Office 5<sup>th</sup> Judicial Circuit. The cost for each county is based on a percentage of cases handled for that county. For FY2022-2023, the requested reimbursement is \$1,020,656. For FY 2023-2024 we anticipate requesting a reimbursement of \$1,122,722 which includes planned salary increases for the IT staff.

**Civil Citation Diversion Prosecution Program:** This program was designed to help cut court costs, cost of prosecution fees, surcharges, and possible cost of probation if sentenced. We have seen a decline in the number of cases referred to this program in the last two years. We believe this trend will change in FY 2023-2024 and expect reimbursement for FY 2023-2024 to be \$15,400 which is a slight increase over the FY 2022-2023 estimate of \$14,000.

**Early Intervention Program-Marion County and Lake County:** The early intervention program is a county agreement created to reduce inmate population. The funding provided is sourced from income of a revenue nature that is received from taxes and fees that are levied by Marion and Lake County, a Political Subdivision of the State of Florida, and is intended for the exclusive use by the State Attorney and Public Defender. Funding from Lake County in the amount of \$112,510 and Marion County in the amount of \$102,000 is requested for FY 2022-2023. We anticipate requesting funding for Lake County in the amount of \$123,761 and Marion County in the amount of \$112,200 for FY 2023-2024.

**Body Camera Review Program-Marion County and Lake County:** The Body Cam Review program is a county agreement created to provide funding for OPS positions for the purpose of reviewing of body camera video in a timely manner to assist in the prosecution of the related cases. We will be requesting funding from Lake County in the amount of \$67,650 and Marion County in the amount \$35,870 for FY 2023-2024 to cover the costs of these positions. Revenues for FY2022-2023 are expected in the amount of \$32,609 from Marion County and \$61,500 from Lake County.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,133,166
Less 8% Service Charge	\$ (90,653)
= Receipts Applicable to 5% Assessment	\$ 1,042,513
x 5% State Trust Fund Reserve	\$ 52,126

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,246,483
x 8% Service Charge	\$ 99,719

FY 2022-23 Receipts Applicable to SCGR	\$ 1,133,166
x 8% Service Charge	\$ 90,653

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

None applicable.

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

**Agency Name: JAC /State Attorney Office-5th Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339014

<b>Transfers In</b> (Provide Agency and Fund Number Received From)	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 444,999.61	\$ 361,670.00	\$ 390,604.00	104133	Sarah Nortelus 9/21/2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fifth Judicial Circuit
	20-2-339014

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	852,155.25	(A)		852,155.25
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	340,375.56	(D)		340,375.56
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1,192,530.81</b>	(F)	-	<b>1,192,530.81</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	387.56	(J)		387.56
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,192,143.25</b>	(K)	-	<b>1,192,143.25</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney Office, 6<sup>th</sup> Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, SA 06's estimated receipts are \$451,920 for FY 2022-2023 and \$451,920 for FY 2023-2024.

**Worthless Checks:** Revenue declined in FY2021-22 by 36.92% to \$4,951 from \$7,848 in FY2020-21. This steady decline is due to the drastically reduced use of paper checks and the increasing use of electronic transactions. Revenue is expected to decrease by 40% in FY 2022-23 to \$2,971 and continue to decrease with revenue projected to be \$1,782 in FY 2023-24.

**Cost of Prosecution:** Cost of Prosecution revenue decreased in FY2021-22 to \$1,285,897 resulting in a 19.11% decrease from FY2020-21 revenues at \$1,589,615. Based on a 5-year average, revenue is estimated to increase to \$1,383,562 in FY2022-23 and remain steady in FY2023-24 at \$1,383,562.

**Prosecution of Criminal Use of Personal Identification:** Revenue 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). Revenue decreased by 69.79% mostly due to the decline in trials due to the COVID pandemic in FY2021-22 to \$90 from \$292 in FY 2020-21. Based on trends, revenue is expected to remain steady in FY2022-23 at \$90 and in FY2023-24 at \$100.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,838,453
Less 8% Service Charge	\$ (147,076)
= Receipts Applicable to 5% Assessment	\$ 1,691,377
x 5% State Trust Fund Reserve	\$ 84,569

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,837,264
x 8% Service Charge	\$ 146,981
FY 2022-23 Receipts Applicable to SCGR	\$ 1,838,453
x 8% Service Charge	\$ 147,076

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

None applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Sixth Judicial Circuit
	20-2-058006

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	8,455,726.39	(A)		8,455,726.39
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	113.47	(D)		113.47
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>8,455,839.86</b>	(F)	-	<b>8,455,839.86</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	140,000.00	(H)		140,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	39,089.43	(J)		39,089.43
<b>Unreserved Fund Balance, 07/01/22</b>	<b>8,276,750.43</b>	(K)	-	<b>8,276,750.43</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Sixth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058006

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>8,276,750.43</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	_____ (D)
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Approved FCO Certified Forward per LAS/PBS	_____ (D)
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Adjustment: CY Certified Forward Reversions	_____ (D)
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_____ (D)
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_____ (D)
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_____ (D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>8,276,750.43</b> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>8,276,750.43</b> (F)
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<b>DIFFERENCE:</b>	<b>0.00</b> (G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

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

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

**Name of Person Completing This Form: Robin Shaw**

**Telephone #: 727-464-6216**

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**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 the circuit collects that amount in collections, for maximum of \$75,000 per year. Revenue for FY2021-22 was \$75,000. Revenue for FY 2022-23 is estimated to be \$75,000 and the same for FY2023-24.

**VOCA - Victim of Crime Act Grant:** This reimbursable grant is between this circuit and the Department of Legal Affairs, Office of the Attorney General which is the pass-through agency for the Victims of Crime Act. Revenue for FY 2021-22 was \$39,712.88. Revenue for FY2022-23 is expected to be \$69,972 as the circuit received an annual VOCA Grant funding (VOCA-2021-State Attorney's office-00631). Revenue for FY 2023-24 is expected to increase to \$79,095 with an annual VOCA Grant funding request.

**CHILD WELFARE LEGAL SERVICES:** This is an agreement between this circuit and Florida Department of Children and Families to provide Dependency Proceedings and Ancillary Services in Pinellas and Pasco Counties. Revenues for FY 2021-22 were \$4,389,357. Revenue is expected to remain the same in FY 2022-23 at \$4,389,357 and FY2023-24, respectively. This contract includes provisions for increases for fund legislative raises and increases in retirement and health insurance.

**VETERANS TREATMENT COURT:** This is an 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 Court will reimburse costs up to \$4,583.33 each month to be used solely for aiding the Court with this program. Revenue for FY 2021-22 was \$50,417. Revenue for FY 2022-23 and FY 2023-24 is expected to be \$55,000 per year.

**MORTON PLANT MEASE HEALTH CARE - REIMBURSEMENT:** This is an agreement with Morton Plant Mease Health Care to provide healthcare service through the Mobile Medical Clinic operated in the Pasco County community. The first year for this agreement was FY2021-22. Morton Plant Mease Health Care will reimburse costs up to \$20,000. Revenue for FY 2021-22 was \$13,700. Revenue for FY2022-23 is expected to be \$20,000. Estimated revenue for FY2023-24 is expected increase to \$32,460 once a new agreement is entered into with Morton Plant Mease Health Care.

**PINELLAS MENTAL HEALTH COURT:** This is a reimbursable grant with Pinellas County. Pinellas County is the pass-through entity for the federal award from the Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA). It provides for planning and implementation of a new Pinellas County Mental Health Court. It is a three-year agreement with 25% reimbursement for a Prosecution Support Specialist starting the final quarter of year 1. The funding starts on or after May 2022 and ending in September 2024 for a total award of \$47,522. Revenue for the first year in FY22-23 will be \$8,120. Revenue for FY23-24 is estimated to be \$19,701 and FY24-25 is expected to be \$19,701.

**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-6th Judicial Circuit**

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

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

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 48,239.89	\$ 69,972.00	\$ 79,095.00	104133	Sarah Nortelus 9/21/2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Sixth Judicial Circuit
	20-2-339002

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,484,530.94	(A)	-	3,484,530.94
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	53,002.03	(D)	-	53,002.03
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,537,532.97</b>	(F)	<b>-</b>	<b>3,537,532.97</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	78,000.00	(H)	-	78,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,459,532.97</b>	(K)	<b>-</b>	<b>3,459,532.97</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Sixth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="3,459,532.97"/>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="3,459,532.97"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="3,459,532.97"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 7<sup>th</sup> Judicial 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**

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**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 07’s estimated receipts are \$238,000 for FY 2022-2023 and \$238,000 for FY 2023-2024.

Revenues are expected to increase with more driving activity post pandemic. These increases will be used to fund the compression issues created by the increase in the minimum wage to \$13 per hour this year and eventual increase to \$15 per hour. The office will require additional Rate and Authority to implement these increases which will be requested in this budget year.

**Cost of Prosecution:** Revenue estimates are \$1,600,000 for FY 2022-23 and \$1,900,000 for FY 2023-24. These estimates are based on historical data, current contracts, new collection methodologies and evaluation of current criminal justice trends within the Seventh Circuit. The office continues 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 counties in the circuit are experiencing population growth with Flagler County being one of the fastest growing counties in the country. Also, the office is in the process of either beginning or expanding several Diversion Programs which will generate additional Cost of Prosecution funds. These increases will be used to fund the compression issues created by the increase in minimum wage to \$13 per hour this year and



eventual increase to \$15 per hour. The office require additional Rate and Authority to implement these increases, which will be requested in this budget year.

**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 FY2022-23 are \$5,445 and for FY2023-24 they are \$5,500.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,843,445
Less 8% Service Charge	\$ (147,476)
= Receipts Applicable to 5% Assessment	\$ 1,695,969
x 5% State Trust Fund Reserve	\$ 84,798

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

FY 2023-24 Receipts Applicable to SCGR	\$ 2,143,500
x 8% Service Charge	\$ 171,480
FY 2022-23 Receipts Applicable to SCGR	\$ 1,843,445
x 8% Service Charge	147,476

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Seventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058007

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,643,897.41	(A)		2,643,897.41
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	24.21	(D)		24.21
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>2,643,921.62</b>	(F)	-	<b>2,643,921.62</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	50,000.00	(H)		50,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	36,401.81	(J)		36,401.81
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,557,519.81</b>	(K)	-	<b>2,557,519.81</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Seventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058007

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,557,519.81 (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)

Adjustment: CY Certified Forward Reversions \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 2,557,519.81 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,557,519.81 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 7<sup>th</sup> Judicial 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:**

There were no proceeds in FY 2021-22. The fund balance is \$1,610.48. 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Seventh Judicial Circuit
	20-2-316007

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,610.48	(A)		1,610.48
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1,610.48</b>	(F)	-	<b>1,610.48</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,610.48</b>	(K)	-	<b>1,610.48</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Seventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316007

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 7<sup>th</sup> Judicial 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. Receipts for FY21-22 were \$365,490. We have been told that additional funds are available for the 2022/23 budget year. We are requesting additional funds for total receipts of \$375,000 in FY2022/23 and FY2023/24, to accommodate the increase in minimum wage to \$13 per hour this year and for the eventual increase to \$15 per hour. We will also be requesting additional Rate and Authority for these increases.

**VIOLENCE AGAINST WOMEN ACT VIA DCF 2261**

This is a Federal pass through grant to this agency. This grant has been renewed and additional funds are expected. Receipts for FY21-22 were \$139,748. For FY 22-23 we anticipate the same and we have requested additional funds in FY 23-24 for total receipts of \$171,325 to accommodate the increase in minimum wage to \$13 per hour this year and for the eventual increase to \$15 per hour. This office will also be requesting additional Rate and Authority to cover the increase.

**VIOLENCE AGAINST WOMEN STOP GRANT VIA FCASV**

This is a Federal pass through grant to this agency. This grant has been renewed and additional funds are expected. Receipts for FY21-22 were \$42,404. For FY 22-23 we anticipate the same and we have requested additional funds in FY 23-24 for total receipts of \$50,000 to accommodate the increase in minimum wage to \$13 per

hour this year and for the eventual increase to \$15 per hour. This office will also be requesting additional Rate and Authority to cover the increase.

**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

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	366,657.89	375,000.00	375,000.00	104133	Sarah Nortelus 9/21/2022
Department of Children and Families FID #2261	001510	119,784.00	171,325.00	171,325.00	100995	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/12/22
<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Seventh Judicial Circuit
	20-2-339010

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,146,373.95	(A)	-	1,146,373.95
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	75,415.07	(D)	-	75,415.07
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,221,789.02</b>	(F)	-	<b>1,221,789.02</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,221,789.02</b>	(K)	-	<b>1,221,789.02</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Seventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339010

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>1,221,789.02</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS)Adjustments :**

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

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

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

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

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>1,221,789.02</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>1,221,789.02</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Eighth Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 08’s estimated receipts are \$139,440 for FY 2022-2023 and \$139,440 for FY 2023-2024.

**Cost of Prosecution:** The revenue amount for FY 2021-22 was \$435,062. We anticipate the collections to increase by approximately 7% for the next two years \$465,516 in FY 2022-23 and \$498,102 in FY 2023-24.

**Worthless Checks:** The revenue amount in FY 2021-22 was \$895. The office anticipates the collections to remain the same in FY 2022-23 and FY 2023-24.

**Restitution:** The revenue amount in FY 2021-22 was \$1,730. We anticipate the collections to increase by approximately 5% to \$1,817 in FY 2022-23 and remain the same in FY 2023-24.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 605,851
Less 8% Service Charge	\$ (48,468)
= Receipts Applicable to 5% Assessment	\$ 557,383
x 5% State Trust Fund Reserve	\$ 27,869

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

FY 2023-24 Receipts Applicable to SCGR	\$ 638,437
x 8% Service Charge	\$ 51,075
FY 2022-23 Receipts Applicable to SCGR	\$ 605,851
x 8% Service Charge	\$ 48,468

**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-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 :** State Attorney Revenue Trust Fund 20 2 058008

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 17,756.00	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eighth Judicial Circuit
	20-2-058008

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,638,103.30	(A)	-	1,638,103.30
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	14.18	(D)	-	14.18
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,638,117.48</b>	(F)	<b>-</b>	<b>1,638,117.48</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	13,330.68	(J)	-	13,330.68
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,624,786.80</b>	(K)	<b>-</b>	<b>1,624,786.80</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eighth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058008

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,624,786.80 (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)

Adjustment: CY Certified Forward Reversions  (D)

(D)

(D)

(D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 1,624,786.80 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,624,786.80 (F)

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

**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 8<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Michelle Signer**

**Telephone #: 352-384-3008**

\*\*\*\*\*

**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 Eight Judicial Circuit is projecting no additional revenue for FY 2022-2023 or FY 2023-2024 in FIST (State).

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eighth Judicial Circuit
	20-2-316008

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	19,345.74	(A)		19,345.74
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>19,345.74</b>	(F)	-	<b>19,345.74</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>19,345.74</b>	(K)	-	<b>19,345.74</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eighth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316008

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 19,345.74 (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:** 19,345.74 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 19,345.74 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Eight Judicial 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 2021-22 is \$565,694 and it is anticipated to increase by approximately 5% to \$593,979 in FY 2022-23 and remain the same in FY 2023-24.

**Prosecution of Local Ordinances:** The projected revenue amounts are based on current contracts with the Alachua County (\$2,550/annually), 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, Levy County (\$250/annually) and Town of Brooker (\$200/annually) This is a total of \$7,900/annually for FY 2022-23 and it is anticipated to remain the same in FY 2023-24.

**UF Law School Intern Program:** The revenue amounts are based on the current contract of \$15,000/annually for FY 2022-23 and it is anticipated to remain the same FY 2023-24.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 7,900
Less 8% Service Charge	\$ (632)
= Receipts Applicable to 5% Assessment	\$ 7,268
x 5% State Trust Fund Reserve	\$ 363

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

FY 2023-24 Receipts Applicable to SCGR	\$ 7,900
x 8% Service Charge	\$ 632
FY 2022-23 Receipts Applicable to SCGR	\$ 7,900
x 8% Service Charge	\$ 632

**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-8th Judicial Circuit**

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

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

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 556,813.68	\$ 593,979.00	\$ 593,979.00	104133	Sarah Nortelus 9/21/2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eighth Judicial Circuit
	20-2-339015

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	377,654.52	(A)		377,654.52
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	122,435.56	(D)		122,435.56
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>500,090.08</b>	(F)	-	<b>500,090.08</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	284.00	(J)		284.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>499,806.08</b>	(K)	-	<b>499,806.08</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eighth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339015

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>499,806.08</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

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

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

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

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>499,806.08</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>499,806.08</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Ninth Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 09’s estimated receipts are \$346,640 for FY 2022-2023 and \$346,640 for FY 2023-2024.

**Cost of Prosecution:** The State Attorney’s Office, Ninth Judicial Circuit projects revenue of \$1,269,561 for Fiscal Year 2022-23. For Fiscal Year 2023-2024, the revenue projection is \$1,269,561. These projections are based solely on actual receipts collected in FY2021-2022 with consideration for the number of cases that are currently handled. However, due to Covid-19 and the decrease in Cost of Prosecution revenues due to early case resolution and other case dispositive activities, we anticipate a continued reduction in revenues that cannot be determined.

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-Trail 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 2022-23 and FY 2023-24 are projected at \$2,221.

**Adult Civil Citation Program:** The revenue for FY 2022-23 and FY 2023-24 are projected at \$2,000.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,616,201
Less 8% Service Charge	\$ (129,296)
= Receipts Applicable to 5% Assessment	\$ 1,486,905
x 5% State Trust Fund Reserve	\$ 74,345

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,616,201
x 8% Service Charge	\$ 129,296
FY 2022-23 Receipts Applicable to SCGR	\$ 1,616,201
x 8% Service Charge	\$ 129,296

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

None applicable.

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

**Agency Name: JAC /State Attorney Office-9th Judicial Circuit**

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

**Fund Name and Number :** State Attorney Revenue Trust Fund 20 2 058009

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #251C	001520	\$ 3,872.00	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-9th Judicial Circuit
	20-2-058009

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	7,819,559.08	(A)	-	7,819,559.08
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	35.26	(D)	-	35.26
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>7,819,594.34</b>	(F)	<b>-</b>	<b>7,819,594.34</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	78,000.00	(H)	-	78,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	34,704.01	(J)	-	34,704.01
<b>Unreserved Fund Balance, 07/01/22</b>	<b>7,706,890.33</b>	(K)	<b>-</b>	<b>7,706,890.33</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Ninth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058009

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 7,706,890.33 (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)

Adjustment: CY Certified Forward Reversions \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 7,706,890.33 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 7,706,890.33 (F)

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

**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE

## FY 2023-24 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Ninth Judicial 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 2022-23 and 2023-24 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 2022-23 and 2023-24 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.

Description	FY 2022-23	FY 2023-24
FINES, FORFEITURES, JUDGEMENTS AND PENALTIES	\$ 230,050	\$ 230,050
FINES, FORFEITURES FROM FEDERAL PROGRAMS	\$ 296,217	\$ 296,217
<b>Combined Estimate Totals:</b>	<b>\$ 526,267</b>	<b>\$ 526,267</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 230,050
Less 8% Service Charge	\$ (18,404)
= Receipts Applicable to 5% Assessment	\$ 211,646
x 5% State Trust Fund Reserve	\$ 10,582

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

FY 2023-24 Receipts Applicable to SCGR	\$ 230,050
x 8% Service Charge	\$ 18,404
FY 2022-23 Receipts Applicable to SCGR	\$ 230,050
x 8% Service Charge	\$ 18,404

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Ninth Judicial Circuit
	20-2-316009

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	684,785.12	(A)		684,785.12
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>684,785.12</b>	(F)	-	<b>684,785.12</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>684,785.12</b>	(K)	-	<b>684,785.12</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Ninth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316009

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 684,785.12 (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:** 684,785.12 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 684,785.12 (F)

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

**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE

## FY 2023-24 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Ninth Judicial 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 2022-23 and 2023-24 estimated revenues are based on the actual contracted amount for FY 2022-23. The contractual agreement for FY 2023-24 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.

**Prosecution of Insurance Fraud:** FY 2022-23 and 2023-24 estimated revenues are based on current proviso in the GAA (reference Line Item 824). 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 2023-24 this revenue amount will be continued.

**Prosecution of Local Ordinance:** This office has two Local Ordinance contracts – one with the City of Orlando for \$2,000 annually and with Orange County Board of County Commissioners for \$59,387 per year. The 2022-23 and 2023-24 estimated revenues for the City of Orlando and Orange County Board of County Commissioners are based on current contracted amounts. The contractual agreements for FY 2023-24 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.

**Sales Tax Collection Recovery Diversion (FACIL):** The Office of the State Attorney, 9th Judicial Circuit has entered into an agreement with the Florida Association of Centers for Independent Living, Inc. (“FACIL”), whereby the State Attorney’s Office will receive \$75,000 annually to develop, implement and administer a Tax Collection Enforcement Diversion Program. The revenue

amounts are fixed at \$18,750/qtr. x 4 = \$75,000 annually. The assumption is that revenues will remain constant. In the event that the contract is not renewed, all expenditures for sales tax recover will cease for that year.

**MOU Metropolitan Bureau of Investigation (MBI):** The Office of the State Attorney, 9<sup>th</sup> Judicial Circuit has entered into an agreement with the Orange County Sheriff’s Office (OCSO), whereby the State Attorney’s Office will receive non- federal forfeitures funds. The MBI Governing Board agreed to designate the Orange County Sheriff’s Office (OCSO) as it fiduciary. OCSO DAG’s for all federal forfeitures on behalf of MBI and receives and retains all federal forfeiture funds. OCSO then transfers to MBI an equal amount of General Fund monies (non-federal forfeiture funds) so they may distribute to the member agencies the share agreed upon in the MOU. These General Funds which MBI receives from OCSO and disburses to the member agencies MAY NOT be deposited in federal forfeiture accounts and SHOULD NOT be reported on the ESAC reports. These General Funds are to be deposited into non-federal forfeiture accounts and spent at the discretion of each individual agency.

<b>Description</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
VICTIMS OF CRIME - VOCA GRANT VIA DLA 2261	\$ 520,359	\$ 520,359
LOCAL ORDINANCE PROSECUTION FEES	\$ 61,387	\$ 61,387
PROSECUTE INSURANCE FRAUD VIA DFS 2393	\$ 451,632	\$ 451,632
TAX COLLECTION DIVERSION PROGRAM FACIL	\$ 75,000	\$ 75,000
MOU METRO BUREAU OF INVEST - REIMBURSEMENT	\$ 31,000	\$ 31,000
<b>Combined Estimate Totals:</b>	<b>\$ 1,139,378</b>	<b>\$ 1,139,378</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 61,387
x 8% Service Charge	\$ 4,911
FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Ninth Judicial Circuit
	20-2-339005

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,757,805.21	(A)	-	4,757,805.21
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	117,791.99	(D)	-	117,791.99
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>4,875,597.20</b>	(F)	<b>-</b>	<b>4,875,597.20</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>4,875,597.20</b>	(K)	<b>-</b>	<b>4,875,597.20</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Ninth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339005

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 4,875,597.20 (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:** 4,875,597.20 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 4,875,597.20 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, 10<sup>th</sup> Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, SA 10's estimated receipts are \$212,240 for FY 2022-2023 and \$212,240 for FY 2023-2024.

**Worthless Checks:** The State Attorney's Office, 10<sup>th</sup> Circuit, estimates that revenues will not increase for the 2022-23 and 2023-24 fiscal years for the Worthless Checks Trust Fund. There has been a consistent decrease in collections. It is projected to remain the same for the two fiscal years in the amount of \$400.

Worthless Checks Funds collected 21-22      \$424

Worthless Checks Funds estimated 22-23      \$400

Worthless Checks Funds estimated 23-24      \$400

**Cost of Prosecution:** The revenue collections for the Cost of Prosecution Trust Fund show a decrease in collections for the 20-21 and 21-22 fiscal years. The decreases are attributed to the COVID-19 pandemic which had an effect on the criminal justice system and the Cost of Prosecution collections. It is estimated that



the 22-23 fiscal year and the 23-24 fiscal years recover somewhat from the pandemic but an increase for those years is not predicted.

**Cost of Prosecution Trust Fund**

19-20 Collections	\$3,451,476		actual
20-21 Collections	\$2,942,835	15% decrease	actual
21-22 Collections	\$2,656,097	10% decrease	actual
22-23 Collections	\$2,650,000	estimated	
23-24 Collections	\$2,650,000	estimated	

**Surcharge Criminal Use of Personal ID Information:** The State Attorney’s Office, 10<sup>th</sup> Circuit, has collected minimal funds for the surcharge of \$250 allowed to be collected under Statute 817.568 (12)(b) for the criminal use of personal identification. The estimates for future years are shown below with a 25% increase per year.

20-21 Collections	\$2,704		actual
21-22 Collections	\$4,654	72% increase	actual
22-23 Collections	\$5,818	25% increase	estimated
23-24 Collections	\$7,273	25% increase	estimated

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 2,862,640
Less 8% Service Charge	\$ (229,011)
= Receipts Applicable to 5% Assessment	\$ 2,633,629
x 5% State Trust Fund Reserve	\$ 131,681

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

FY 2023-24 Receipts Applicable to SCGR	\$ 2,862,640
x 8% Service Charge	\$ 229,011

FY 2022-23 Receipts Applicable to SCGR	\$ 2,862,640
x 8% Service Charge	\$ 229,011

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

None applicable.

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

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

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

**Fund Name and Number :** State Attorney Revenue Trust Fund 20 2 058010

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 6,900.00	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Tenth Judicial Circuit
	20-2-058010

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,815,541.00	(A)	-	4,815,541.00
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	184,684.42	(D)	-	184,684.42
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>5,000,225.42</b>	(F)	<b>-</b>	<b>5,000,225.42</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	19,632.29	(H)	-	19,632.29
Approved "B" Certified Forwards	89,253.20	(H)	-	89,253.20
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)	-	(I)	-	-
LESS: Other Accounts Payable (SCGR)	65,060.54	(J)	-	65,060.54
<b>Unreserved Fund Balance, 07/01/22</b>	<b>4,826,279.39</b>	(K)	<b>-</b>	<b>4,826,279.39</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Tenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058010

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 4,915,494.09 (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 (89,253.20) (D)

Approved FCO Certified Forward per LAS/PBS  (D)

Adjustment: CY Certified Forward Reversions  (D)

A/P not C/F Operating Categories 38.50 (D)

(D)

(D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 4,826,279.39 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 4,826,279.39 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, 10<sup>th</sup> Judicial 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, 10<sup>th</sup> Circuit is under contract with the Department of Revenue to provide legal services in Child Support Title IV-D cases in Polk, Hardee and Highlands Counties. The revenue for the FY 2022-23 is \$1,782,342 which is the contract amount with the Department of Revenue including forecasted administered funds. The projected contract amount and revenue for FY 2023-24 is \$1,782,342.

**IT COUNTY REIMBURSEMENT – POLK COUNTY:** The State Attorney’s Office, 10<sup>th</sup> 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:

FY 22-23	Projected IT Reimbursement	\$621,448
FY 23-24	No increase projected	\$621,448

**IT COUNTY REIMBURSEMENT – HIGHLANDS COUNTY:** The State Attorney’s Office, 10<sup>th</sup> 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 revenue projections are calculated as follows:

FY 22-23	Projected IT Reimbursement	\$86,634
FY 23-24	No increase projected	\$86,634

**Victims of Crime Act (VOCA):** The State Attorney's Office, 10<sup>th</sup> Circuit no longer has a VOCA grant.

**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-10th Judicial Circuit**

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

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

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Revenue FID #2610	001903	\$1,447,076.00	\$ 1,782,342.00	\$1,782,342.00	102877	Ashley Lewis 9/29/22

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



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Tenth Judicial Circuit
	20-2-339006

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	133,528.78	(A)		133,528.78
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	70,297.00	(D)		70,297.00
ADD: Reduce Accounts Receivable		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>203,825.78</b>	(F)	-	<b>203,825.78</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	188,324.15	(H)		188,324.15
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>15,501.63</b>	(K)	-	<b>15,501.63</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 15,501.63 (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:** 15,501.63 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 15,501.63 (F)

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

**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE FORM

## FY 2023-2024 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit/Office Name: State Attorney, 11th Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, SA 11's estimated receipts are \$837,200 for FY 2022-2023 and \$837,200 for FY 2023-2024.

**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 2021-22 were \$1,218,657. Based on anticipated collections, we estimate collections of approximately \$1,800,00 for FY 2022-2023 and \$2,000,000 for FY 2023-2024.

**Worthless Checks:** Actual collections for FY 2021-2022 were \$0. We estimate collections of approximately \$150 for FY 2022-2023 and \$150 for FY 2023-2024.

**Prosecution of Criminal Use of Personal ID:** Actual collections for FY 2021-2022 were \$6,920. We estimate collections of approximately \$15,000 for FY 2022-2023 and \$15,000 for FY 2023-2024.

**Local Ordinance Prosecution:** Actual collections for FY 2021-2022 were \$8,168. We estimate collections of approximately \$125,000 for FY 2022-2023 and \$125,000 for FY 2023-2024

.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 3,062,350
Less 8% Service Charge	\$ (244,988)
= Receipts Applicable to 5% Assessment	\$ 2,817,362
x 5% State Trust Fund Reserve	\$ 140,868

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

FY 2023-24 Receipts Applicable to SCGR	\$ 2,962,350
x 8% Service Charge	\$ 236,988
FY 2022-23 Receipts Applicable to SCGR	\$ 3,062,350
x 8% Service Charge	\$ 244,988

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eleventh Judicial Circuit
	20-2-058011

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,931,342.98	(A)	-	4,931,342.98
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	448,834.57	(D)	-	448,834.57
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>5,380,177.55</b>	(F)	<b>-</b>	<b>5,380,177.55</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating) SWFS Adj: #B2100001 - SCGR		(I)	-	-
LESS: Other Accounts Payable (SCGR)	41,936.64	(J)	-	41,936.64
<b>Unreserved Fund Balance, 07/01/22</b>	<b>5,338,240.91</b>	(K)	<b>-</b>	<b>5,338,240.91</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eleventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058011

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 5,338,240.91 (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)

Adjustment: CY Certified Forward Reversions \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 5,338,240.91 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 5,338,240.91 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney Office, 11th Judicial 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 2022-2023 Estimated Revenue = \$30,933,634

    CSE – Federal Quasi-Judicial = \$ 375,000

    Transfer in – State Funds = \$10,055,036

    Transfer in – Federal Funds = \$19,518,598

    Transfer in – Federal Indirect Costs = \$ 985,000

FY 2023-2024 Estimated Revenue = \$38,159,405

    CSE – Federal Quasi-Judicial = \$ 375,000

    Transfer in – State Funds = \$12,288,456

    Transfer in – Federal Funds = \$23,854,061

    Transfer in – Federal Indirect Costs = \$ 1,641,888

**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:**

Statewide Financial Service adjustment # B2100004 in the amount of \$4,113 in accounts receivable.



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

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

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

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

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Revenue FID #2261	001510	\$ 220,058.00	\$ 375,000.00	\$ 375,000.00	102877	Ashley Lewis 9/29/22
Department of Revenue FID #2261	001510	\$ 15,992,848.00	\$ 19,518,598.00	\$ 23,854,061.00	102877	Ashley Lewis 9/29/22
Department of Revenue FID #2261	001510	\$ 879,599.00	\$ 985,000.00	\$ 1,641,888.00	102877	Ashley Lewis 9/29/22
Department of Revenue FID #2261	001500	\$ 8,292,997.00	\$ 10,055,036.00	\$ 12,288,456.00	102877	Ashley Lewis 9/29/22
<b>Transfers Out (Operating and Non-Operating)</b> <small>(Provide Agency and Fund Number Transferred To)</small>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Child Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eleventh Judicial Circuit
	20-2-084008

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,340,206.31	(A)		4,340,206.31
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	2,709,754.50	(D)	4,113.25	2,713,867.75
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>7,049,960.81</b>	(F)	<b>4,113.25</b>	<b>7,054,074.06</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	585,739.82	(H)		585,739.82
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)	-	-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>6,464,220.99</b>	(K)	<b>4,113.25</b>	<b>6,468,334.24</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023-2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Child Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eleventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-084008

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 6,464,220.99 (A)  
GLC 539XX for proprietary and fiduciary funds

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

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

SWFS Adjustment # B2100004 Accounts Receivable 4,113.25 (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:** 6,468,334.24 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 6,468,334.24 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney Office, 11<sup>th</sup> Judicial 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 \$50,000 per quarter in FY 2022-23. We anticipate collections of \$57,500 per quarter in FY 2023-2024.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 230,000
x 8% Service Charge	\$ 18,400
FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Civil RICO Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eleventh Judicial Circuit
	20-2-095001

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	30,612.22	(A)		30,612.22
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	155,339.25	(D)		155,339.25
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>185,951.47</b>	(F)	-	<b>185,951.47</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	1,632.77	(H)		1,632.77
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>184,318.70</b>	(K)	-	<b>184,318.70</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023-2024</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Civil RICO Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eleventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-095001

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>184,318.70</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

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

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

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

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

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

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

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>184,318.70</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>184,318.70</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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

**Name of Person Completing This Form: Sharon Savoldy**

**Telephone #: 305-547-0548**

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**Revenue Estimating Methodology:**

Revenue estimates are based on our anticipated share of South Florida Financial Crimes Task Force (SFFCSF) seizures and other forfeiture awards. We anticipate continued funding in FY 2022-2023 and in FY 2023-2024, as a result of seizures currently in the pipeline and anticipated by the SFFCSF.

Description	FY 2022-23	FY 2023-24
FINES, FORFEITURES, JUDGEMENTS AND PENALTIES	\$ 35,000	\$ 35,000
FINES, FORFEITURES FROM FEDERAL PROGRAMS	\$ 50,000	\$ 50,000

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 35,000
x 8% Service Charge	\$ 2,800
FY 2022-23 Receipts Applicable to SCGR	\$ 35,000
x 8% Service Charge	\$ 2,800

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

None applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eleventh Judicial Circuit
	20-2-316011

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,046,565.79	(A)	-	1,046,565.79
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,046,565.79</b>	(F)	<b>-</b>	<b>1,046,565.79</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	30,000.00	(H)	-	30,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	2,255.49	(J)	-	2,255.49
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,014,310.30</b>	(K)	<b>-</b>	<b>1,014,310.30</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023-2024</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eleventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316011

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,014,310.30 (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:** 1,014,310.30 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,014,310.30 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

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

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

**Name of Person Completing this Form: Sharon Savoldy**

**Telephone #: 305-547-0548**

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**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 FY 2022-2023 - \$1,835,223 and for FY 2023-2024 - \$1,877,000:

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

FY 2022-23= \$350,000                      FY 2023-24 = \$360,000

**VAWA/SV** funded by Department of Health

FY 2022-23= \$65,000                      FY 2023-24 = \$70,000

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

FY 2022-23= \$475,000                      FY 2023-24= \$500,000

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

FY 2022-23= \$75,000                      FY 2023-24 = \$75,000

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

FY 2022-23= \$688,353                      FY 2023-24 = \$690,000

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

FY 2022-23= \$181,870                      FY 2023-24 = \$182,000

**2. City and County Funds:** The following grant programs are funded by Miami-Dade County, City of Coral Gables, City of Miami and other local municipalities. The following amounts are anticipated for FY 2022-2023 - \$3,405,000 and FY 2023-2024 \$3,600,000:

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

FY 2022-23= \$570,000                      FY 2023-24 = \$600,000

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

FY 2022-23= \$470,000                      FY 2023-24 = \$490,000

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

FY 2022-23= \$92,000                      FY 2023-24 = \$100,000

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

FY 2022-23= \$290,000                      FY 2023-24 = \$310,000

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

FY 2022-23= \$278,000                      FY 2023-24 = \$300,000

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

FY 2022-23= \$570,000                      FY 2023-24 = \$590,000

**North-End Strike Force** funded by the City of Miami

FY 2022-23= \$250,000                      FY 2023-24 = \$270,000

**Gun Violence Reduction** funded by the City of Miami Gardens

FY 2022-23= \$185,000                      FY 2023-24 = \$190,000

**Rapid Response Net** funded by The Children's Trust

FY 2022-23= \$140,000                      FY 2023-24 = \$160,000

**Northside Gun Violence Initiative** funded by Miami-Dade County

FY2022-23=\$560,000                      FY2023-24=\$590,000

3. **Federal Funds:** The following grant program funding is received directly from Federal agencies or funded through pass-through agencies. The following amounts are anticipated for FY 2022-2023 - \$1,855,000 and FY 2023-2024 - \$570,000:

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

FY 2022-23= \$115,000

FY 2023-24 =\$120,000

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

FY 2022-23= \$440,000

FY 2023-24 =\$450,000

**Minor Victims of Sex Trafficking** funded by U.S. Attorney's Office, Department of Justice: Office of Justice Programs

FY 2022-23= 1,300,000

FY 2023-24 =\$0

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eleventh Judicial Circuit
	20-2-339004

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,157,900.29	(A)	-	1,157,900.29
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	614,989.14	(D)	-	614,989.14
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,772,889.43</b>	(F)	<b>-</b>	<b>1,772,889.43</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	347,796.86	(H)	-	347,796.86
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,425,092.57</b>	(K)	<b>-</b>	<b>1,425,092.57</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eleventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339004

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,425,092.57 (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:** 1,425,092.57 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,425,092.57 (F)

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

**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

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**Circuit/Office Name: State Attorney Office, 12<sup>th</sup> Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, SA 12's estimated receipts are \$196,000 for FY 2022-2023 and \$196,000 for FY 2023-2024.

**Cost of Prosecution:** Revenue estimate for Cost of Prosecution for FY 2022-23 is based on a monthly average over the past six months (January 2022 through June 2022) of \$88,295 per month multiplied by 12 for a projection total of \$1,059,540. We anticipate no reduction or expansion of programs or collections in FY 2023-24, therefore, the projection remains the same.

**Worthless Check:** Revenue estimate for Worthless Check for FY 2022-23 is 0. Due to the drastic decline in worthless check cases and non-existent revenue, this program was ended. We do not anticipate restarting the program in FY 2023-24, therefore, the projection remains the same.

**Fraud Surcharge/Restitution:** Revenue estimate for Fraud Surcharge for FY 2022-23 is based on a monthly average over the past six months (January 2022 through June 2022) of \$384 per month multiplied by 12 for a projection total of \$4,608. We anticipate no reduction or expansion of programs or collections in FY 2023-24, therefore, the projection remains the same.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,255,540
Less 8% Service Charge	\$ (100,443)
= Receipts Applicable to 5% Assessment	\$ 1,155,097
x 5% State Trust Fund Reserve	\$ 57,755

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,255,540
x 8% Service Charge	\$ 100,443
FY 2022-23 Receipts Applicable to SCGR	\$ 1,255,540
x 8% Service Charge	\$ 100,443

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Twelfth Judicial Circuit
	20-2-058012

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,177,706.75	(A)		3,177,706.75
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	46,705.94	(D)		46,705.94
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>3,224,412.69</b>	(F)	-	<b>3,224,412.69</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	28,640.00	(H)		28,640.00
Approved "B" Certified Forwards	157,281.19	(H)		157,281.19
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	26,198.91	(J)		26,198.91
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,012,292.59</b>	(K)	-	<b>3,012,292.59</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period: 2023-24</b>
<b>Department Title:</b> Justice Adminitstration
<b>Trust Fund Title:</b> State Attorneys Revenue Trust Fund
<b>Budget Entity:</b> State Attorneys - Twelfth Judicial Circuit
<b>LAS/PBS Fund Number:</b> 20-2-058012

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,169,573.78 (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 (157,281.19) (D)

Approved FCO Certified Forward per LAS/PBS   (D)

Adjustment: CY Certified Forward Reverions   (D)

  (D)

  (D)

  (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 3,012,292.59 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,012,292.59 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney Office, 12<sup>th</sup> Judicial 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 \$154,435 for FY 2022-23 and project \$154,435 for FY 2023-24 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 \$133,812 for FY 2022-23 and project \$133,812 for FY 2023-24 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 \$429,871 for FY 2022-23 and project \$429,871 for FY 2023-24 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 \$139,726 for FY 2022-23 and project \$139,726 for FY 2023-24 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 \$155,480 for FY 2022-23 and project \$155,480 for FY 2023-24 with anticipation of the grant continuing.

**VOCA Grant:** This reimbursable grant administered through the attorney general's office is estimated to receive revenue of \$161,726 for FY 2022-23 and project \$161,726 for FY 2023-24 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

<b>Transfers In</b> (Provide Agency and Fund Number Received From)	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 145,282.83	\$ 161,726.00	\$ 161,726.00	104133	Sarah Nortelus 9/21/2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Twelfth Judicial Circuit
	20-2-339003

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	756,372.35	(A)		756,372.35
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	256,253.22	(D)		256,253.22
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1,012,625.57</b>	(F)	-	<b>1,012,625.57</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	46,686.00	(H)		46,686.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>965,939.57</b>	(K)	-	<b>965,939.57</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023 - 2024**

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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>965,939.57</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS)Adjustments :**

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

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

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

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

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

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

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>965,939.57</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>965,939.57</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

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

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

**Name of Person Completing This Form: Robin Menendez**

**Telephone #: 813-274-1932**

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**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, SA 13's estimated receipts are \$354,480 for FY 2022-2023 and \$354,480 for FY 2023-2024.

**Cost of Prosecution:** SARTF Cost of Prosecution revenue projections are based on FY 2021-2022 actual receipts. Receipts for this time period were \$1,233,348.22. Revenue estimates for FY 2022-2023 are the same amount, \$1,233,348.22. Estimates for FY 2023-2024 are also \$1,233,348.22.

The Service Charges to General Revenue for FY 2022-2023 and FY 2023-2024 are projected to be \$98,667.86 for each year ( $\$1,233,348.22 \times 8\%$ ).

**Fraud Surcharge/Restitution:** SARTF Fraud Surcharge/Restitution revenue projections are based on FY 2021-2022 actual receipts. Receipts for this time period were \$5,573.78. Revenue estimates for FY 2022-2023 are the same amount, \$5,573.78. Estimates for FY 2023-2024 are also \$5,573.78.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,610,092
Less 8% Service Charge	\$ (128,807)
= Receipts Applicable to 5% Assessment	\$ 1,481,285
x 5% State Trust Fund Reserve	\$ 74,064

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,610,092
x 8% Service Charge	\$ 128,807
FY 2022-23 Receipts Applicable to SCGR	\$ 1,610,092
x 8% Service Charge	\$ 128,807

**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 :** State Attorney Revenue Trust Fund 20 2 058013

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 22,264.00			310346	Connie Tompkins / 10-10-2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Thirteenth Judicial Circuit
	20-2-058013

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,781,445.65	(A)	-	3,781,445.65
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	36.06	(D)	-	36.06
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,781,481.71</b>	(F)	<b>-</b>	<b>3,781,481.71</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	29,742.69	(J)	-	29,742.69
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,751,739.02</b>	(K)	<b>-</b>	<b>3,751,739.02</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Thirteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058013

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,751,739.02 (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)

Adjustment: CY Certified Forward Reversions \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 3,751,739.02 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,751,739.02 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, 13<sup>th</sup> Judicial 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 November of 2021, for FY 2021-2022.

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 2022-2023 and FY 2023-2024.

This fund is exempt 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, 13<sup>th</sup> Circuit, for the purpose of PIP Insurance Fraud Prosecution. In SB 2500 Enrolled, page 151, of the 2021-2022 General Appropriations Act, the Florida Legislature grants funding to the Office of the State Attorney, 13<sup>th</sup> Judicial Circuit. The estimate is based on the Department of Financial Services transfer authority of \$159,198 in FY 2021-2022.

FY 2021-2022 total revenue was \$169,807.56 (\$160,394.40 revenue + \$9,413.16 remaining 6% release from FY 2020-2021 = \$169,807.56). FY 2022-2023 anticipated revenue is \$159,198 as indicated in FY 2022-2023 HB 5001. FY 2023-2024 anticipated revenue is \$159,198.

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, 13<sup>th</sup> Circuit, for the purpose of Workers’ Compensation Insurance Fraud Prosecution. In SB 2500 Enrolled, page 151, of the 2021-2022 General Appropriations Act, the Florida Legislature grants funding to the Office of the State Attorney, 13<sup>th</sup> Judicial Circuit. The estimate is based on the Department of Financial Services transfer authority of \$161,053 in FY 2021-2022.

FY 2021-2022 total revenue was \$172,141.03 (\$163,537.56 revenue + \$8,603.47 remaining 6% release from FY 2020-2021 = \$172,141.03). FY 2022-2023 anticipated revenue is \$161,053 as indicated in FY 2022-2023 HB 5001. FY 2023-2024 anticipated revenue is \$161,053.

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 2022-2023 and FY 2023-2024 (\$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 2022-2023 and FY 2023-2024 amount is anticipated to be \$600.

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 2022-2023 and FY 2023-2024.

The revenue from the City of Plant City is also subject to an 8% service charge and is thereby reduced by that amount (\$48) per year for both FY 2022-2023 and FY 2023-2024.

Summary:

	<u>Hillsborough Cty.</u>	<u>Plant City</u>	<u>Total</u>
Revenue (Annual)	\$24,000.00	\$600.00	\$24,600.00
Less Service Charge (Annual)	<u>-\$1,920.00</u>	<u>-\$48.00</u>	<u>\$1,968.00</u>
Net Rev after Svc. Chg. (Annual)	\$22,080.00	\$552.00	\$22,632.00

Revenue from Hillsborough County for FY 2021-2022 was \$24,000. Revenue from Plant City for FY 2021-2022 was \$300.00.



**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 should continue unchanged at \$75,000 annually for FY 2022-2023. Anticipated revenue should also continue unchanged at \$75,000 annually for FY 2023-2024. FY 2021-2022 revenue was \$75,000.

There is no service charge associated with this fund.

**FIU/MacArthur Grant:** On January 1, 2020, a Subaward between the Office of the State Attorney, 13<sup>th</sup> 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 on December 31, 2020. Exemption from Service Charge for this grant was established via approval of Budget Amendment Request, EOG Request #O0048.

Revenue for FY 2021-2022 was \$0.00.

Anticipated revenue for FY 2022-2023 is \$0.00.

Anticipated revenue for FY 2023-2024 is \$0.00.

**IT Reimbursement Hillsborough County:** Florida Statute 29.008 requires county funding of court-related functions. In part, this includes providing computer network systems and the salaries and benefits of information technology (IT) staff (reference s. 29.008(1) (f) 2. F.S.). In State FY 2019-2020 (County Fiscal Year beginning October 1, 2019), Hillsborough County allocated \$1,199,882 for IT salaries and benefits reimbursement to the Office of the State Attorney, Thirteenth Judicial Circuit.

Funding for State FY 2021-2022 (County Fiscal Year beginning October 1, 2021) was increased to \$1,253,350 during Hillsborough County two-year budget review.

Funding for State FY 2022-2023 (County Fiscal Year beginning October 1, 2022), revenue is anticipated to be \$1,253,350.

Funding for State FY 2023-2024 (County Fiscal Year beginning October 1, 2023), revenue is anticipated to be \$1,253,350.

Exemption from Service Charge was established via approval of Budget Amendment Request, EOG Request Number O0047.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 24,300
Less 8% Service Charge	\$ (1,944)
= Receipts Applicable to 5% Assessment	\$ 22,356
x 5% State Trust Fund Reserve	\$ 1,118

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

FY 2023-24 Receipts Applicable to SCGR	\$ 24,300
x 8% Service Charge	\$ 1,944
FY 2022-23 Receipts Applicable to SCGR	\$ 24,300
x 8% Service Charge	\$ 1,944

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

None applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Thirteenth Judicial Circuit
	20-2-339016

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,347,164.13	(A)	-	3,347,164.13
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	24,750.00	(D)	-	24,750.00
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,371,914.13</b>	(F)	<b>-</b>	<b>3,371,914.13</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	480.00	(J)	-	480.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,371,434.13</b>	(K)	<b>-</b>	<b>3,371,434.13</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Thirteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339016

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,371,434.13 (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:** 3,371,434.13 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,371,434.13 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: State Attorney’s Office, 14<sup>th</sup> Circuit**

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

**Name of Person Completing This Form: Laurie Hughes**

**Telephone #: 850-872-4473**

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**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 14’s estimated receipts are \$129,920 for FY 2022-2023 and \$129,920 for FY 2023-2024.

**Cost of Prosecution:** Revenues are projected at \$698,215 for FY 2022-2023 and FY 2023-2024, which is calculated based on an average of revenue from the last three fiscal years.

**Worthless Check Fees:** Revenues are projected at \$152 for FY 2022-2023 and FY 2023-2024, which is calculated based on an average of revenue for the last three fiscal years.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 828,287
Less 8% Service Charge	\$ (66,263)
= Receipts Applicable to 5% Assessment	\$ 762,024
x 5% State Trust Fund Reserve	\$ 38,101

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

FY 2023-24 Receipts Applicable to SCGR	\$ 828,287
x 8% Service Charge	\$ 66,263
FY 2022-23 Receipts Applicable to SCGR	\$ 828,287
x 8% Service Charge	\$ 66,263

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fourteenth Judicial Circuit
	20-2-058014

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,394,853.35	(A)	-	4,394,853.35
ADD: Other Cash (See Instructions)	280.00	(B)	-	280.00
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	13.22	(D)	-	13.22
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>4,395,146.57</b>	(F)	<b>-</b>	<b>4,395,146.57</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	32,049.00	(H)	-	32,049.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	19,500.34	(J)	-	19,500.34
<b>Unreserved Fund Balance, 07/01/22</b>	<b>4,343,597.23</b>	(K)	<b>-</b>	<b>4,343,597.23</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

<b>Budget Period:</b>	<b>2023-24</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fourteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058014

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 4,343,597.23 (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)

Adjustment: CY Certified Forward Reversions \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 4,343,597.23 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 4,343,597.23 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: State Attorney’s Office, 14<sup>th</sup> Judicial 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 FY 2022-2023 and FY 2023-2024 are based upon a signed contract in the amount of \$369,779 for FY 2021-2022. The contract period is October 1 through September 30, and we anticipate this contract will be renewed for at least that amount. We have requested \$373,094 in our 2022-2023 VOCA grant application, but that has not been approved as of this date.

**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 \$13,408 per year. Estimated revenues for FY 2022-2023 and FY 2023-2024 are calculated on an average of the previous three years.

**COURT INFORMATION TECHNOLOGY:** Revenues for FY 2022-2023 and FY 2023-2024 are based upon a signed contract for reimbursement of salary and benefits in the amount of \$94,794. The contract was executed in October 2021 for a three-year term.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 13,408
Less 8% Service Charge	\$ (1,073)
= Receipts Applicable to 5% Assessment	\$ 12,335
x 5% State Trust Fund Reserve	\$ 617

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

FY 2023-24 Receipts Applicable to SCGR	\$ 13,408
x 8% Service Charge	\$ 1,073
FY 2022-23 Receipts Applicable to SCGR	\$ 13,408
x 8% Service Charge	\$ 1,073

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

None Applicable.

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

**Agency Name: JAC /State Attorney Office-14th Judicial Circuit**

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

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

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 344,987.84	\$ 369,779.00	\$ 369,779.00	104133	Sarah Nortelus 9/21/2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fourteenth Judicial Circuit
	20-2-339017

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	932,688.73	(A)	-	932,688.73
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	68,703.82	(D)		68,703.82
ADD:		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1,001,392.55</b>	(F)	<b>-</b>	<b>1,001,392.55</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	414.00	(J)		414.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,000,978.55</b>	(K)	<b>-</b>	<b>1,000,978.55</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fourteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339017

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,000,978.55 (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:** 1,000,978.55 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,000,978.55 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts, the percentage share is determined. FY 21/22 actual collection was \$325,584 which increased over FY 20/21. Over the past 5 years SA15 went from a low of \$281,292 to a high of \$353,586. SA 15’s estimated receipts are \$345,520 for FY 2022-2023 and \$345,520 for FY 2023-2024.

**Cost of Prosecution:** The receipts for FY 21/22 were \$2,524,500. It is projected that the collections will likely continue at this rate for the next fiscal year. The overall collection estimate is \$2.7 and \$ 2.8 million respectively, annually.

**Worthless Check Fees:** Collections for FY 21/22 totaled approximately \$895. For FY 22/23 there will most likely be a limited use of paper checks again and this fee will eventually reduce itself and result in a final closure of the program in a few more years. The overall collection estimate is \$1,000 annually.

**Criminal Use of ID:** Fee collection for Identity Fraud/Theft cases (FS 817.568). The Office handles approximately 35 cases per year. Collections for FY 21/22 totaled \$12,243. Collections are increasing year to year. It is estimated that this will total \$13,000 FY22/23 and \$15,000 by FY 23/24. The increase is based on the \$4000 increase in this last fiscal year.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 3,046,520
Less 8% Service Charge	\$ (243,722)
= Receipts Applicable to 5% Assessment	\$ 2,802,798
x 5% State Trust Fund Reserve	\$ 140,140

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

FY 2023-24 Receipts Applicable to SCGR	\$ 3,146,520
x 8% Service Charge	\$ 251,722
FY 2022-23 Receipts Applicable to SCGR	\$ 3,046,520
x 8% Service Charge	243,722

**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 :** State Attorney Revenue Trust Fund 20 2 058015

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 13,350.00	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fifteenth Judicial Circuit
	20-2-058015

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	6,366,273.80	(A)		6,366,273.80
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	152,035.15	(D)		152,035.15
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>6,518,308.95</b>	(F)	-	<b>6,518,308.95</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	18,000.00	(H)		18,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	71,879.10	(J)		71,879.10
<b>Unreserved Fund Balance, 07/01/22</b>	<b>6,428,429.85</b>	(K)	-	<b>6,428,429.85</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fifteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058015

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="6,428,429.85"/> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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Adjustment: CY Certified Forward Reversions	<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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="6,428,429.85"/> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="6,428,429.85"/> (F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Judicial 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 and Sober Home Task Force. This collaboration results in a share of proceeds received from the Palm Beach Sheriff’s office. FY 21/22 collections were \$150,316. 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 21/22 was \$10,380. For FY 22/23 there are 10 more DEA cases that may settle. At this point our only estimates are based on prior receipts and upcoming cases.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 80,000
x 8% Service Charge	\$ 6,400
FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fifteenth Judicial Circuit
	20-2-316015

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	462,771.50	(A)		462,771.50
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>462,771.50</b>	(F)	-	<b>462,771.50</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	25,000.00	(H)		25,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>437,771.50</b>	(K)	-	<b>437,771.50</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fifteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316015

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>437,771.50</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS)Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved 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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>437,771.50</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>437,771.50</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: State Attorney, Judicial 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:** The contract for VOCA FY 21/22 is \$646,152 under contract VOCA-2021-State Attorney’s Office-00588. Revenue for FY 21/22 totaled \$540,116.14 with a certified receivable due of \$ 113,695.78 for a total 653,811.92. The contract for FY 23/24 will probably be a continuation of the FY22/23 funding with no increase unless at renewal time they may adjust staff salaries to meet the new minimum wage for Florida agencies.

**VAWA:** The revenue amount is fixed under contract agreement with the Florida Department of Children and Families. FY 21/22 contract # 20-8038-SAO (LN197) was amended to increase to \$153,005 with an additional increase of \$38,251.32 for a 3-month extension. FY 21/22 collections equaled approximately \$127,504.10 with outstanding receivables of \$25,500.82 totaling \$153,004.92. An increase to match the new minimum wage mandates will be negotiated upon renewal.

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

**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. Collections for FY21-22 totaled \$75,000. FY 23/24 this total should also be \$75,000.

**Prosecution of Insurance Fraud:** The Prosecution of Insurance Fraud has proviso language in the FY 22/23 General Appropriations Act. The revenue estimate is based on the Department of Financial Services transfer authority to transfer up to \$167,633. Collections in FY 21-22 totaled \$169,398.01.



**Prosecution of Workers' Comp Fraud:** The Prosecution of Workers' Compensation Insurance Fraud has Proviso language in the FY 2022/23 General Appropriations Act. The revenue estimate is based on the Department of Financial Services transfer authority to transfer up to \$186,068. Collections for FY 21-22 totaled \$187,159.64.

**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 #20STO062, to receive \$38,556 through June 30, 2021 which has been extended year to year. In FY 21/22 the revenue equaled \$32,130 with receivables of an additional \$6,426 totaling \$38,556. The contract for FY 2023/24 has not been approved yet but it is likely to increase to address the new minimum wage mandates for employees estimating approximately \$44,000.

**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 2022-23 Receipts Applicable to SCGR	\$	12,000.00
Less 8% Service Charge	\$	(960.00)
= Receipts Applicable to 5% Assessment	\$	11,040.00
x 5% State Trust Fund Reserve	\$	552.00

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

FY 2023-24 Receipts Applicable to SCGR	\$	12,000.00
x 8% Service Charge	\$	960.00
FY 2022-23 Receipts Applicable to SCGR	\$	12,000.00
x 8% Service Charge	\$	960.00

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

None applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Fifteenth Judicial Circuit
	20-2-339018

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	906,349.63	(A)	-	906,349.63
ADD: Other Cash (See Instructions)	1,000.00	(B)	-	1,000.00
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	147,622.60	(D)	-	147,622.60
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,054,972.23</b>	(F)	<b>-</b>	<b>1,054,972.23</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	152,000.00	(H)	-	152,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	160.00	(J)	-	160.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>902,812.23</b>	(K)	<b>-</b>	<b>902,812.23</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Fifteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339018

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>902,812.23</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved 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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>902,812.23</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>902,812.23</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, 16<sup>th</sup> Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 16’s estimated receipts are \$67,200 for FY 2022-2023 and \$67,200 for FY 2023-2024.

**Worthless Check Fees:** The amounts are based upon the current year revenues. The estimated revenue for FY2022-23 is \$75,000 and for FY2023-24 is \$110,000.

**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 2022-23 and FY2023-24.

**Cost of Prosecution:** The estimates are based upon the average of the past two years actual receipts of \$129,813 in FY2020-21 and \$180,343 in FY2021-22. The estimated revenue is \$155,054 for FY2022-23 and FY2022-24.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 297,254
Less 8% Service Charge	\$ (23,780)
= Receipts Applicable to 5% Assessment	\$ 273,474
x 5% State Trust Fund Reserve	\$ 13,674

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

FY 2023-24 Receipts Applicable to SCGR	\$ 332,254
x 8% Service Charge	\$ 26,580
FY 2022-23 Receipts Applicable to SCGR	\$ 297,254
x 8% Service Charge	\$ 23,780

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Sixteenth Judicial Circuit
	20-2-058016

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	656,755.28	(A)	-	656,755.28
ADD: Other Cash (See Instructions)	100.00	(B)	-	100.00
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	6.84	(D)	-	6.84
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>656,862.12</b>	(F)	<b>-</b>	<b>656,862.12</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	6,708.83	(J)	-	6,708.83
<b>Unreserved Fund Balance, 07/01/22</b>	<b>650,153.29</b>	(K)	<b>-</b>	<b>650,153.29</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Sixteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058016

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>650,153.29</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved FCO Certified Forward per LAS/PBS		(D)
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Adjustment: CY Certified Forward Reversions		(D)
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		(D)
--	--	-----

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

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

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>650,153.29</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>650,153.29</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 16<sup>th</sup> Judicial Circuit**

**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:**

There were no revenues in FY 2021-22. 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Sixteenth Judicial Circuit
	20-2-316016

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,934.82	(A)		2,934.82
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>2,934.82</b>	(F)	-	<b>2,934.82</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,934.82</b>	(K)	-	<b>2,934.82</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Sixteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316016

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,934.82 (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:** 2,934.82 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,934.82 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, 16<sup>th</sup> Judicial 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. Anticipated receipts for FY2022-23 and FY 2023-24 are \$164,554

**Stop Violence Against Women (VAWA):** The amounts are based upon a contract which states the maximum amount payable. Anticipated receipts for FY2022-23 and FY2023-24 are \$27,110.

**Local Ordinance Prosecution:** We anticipate the same level of receipts as FY2021-22, which was \$117,071. Anticipated receipts for FY2022-23 and FY2023-24 are \$100,000.

**Coalition Against Sexual Violence:** The amounts are based upon a contract which states the maximum amount payable. Anticipated receipts for FY2022-23 and FY2023-24 are \$89,000 each fiscal year.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 100,000
Less 8% Service Charge	\$ (8,000)
= Receipts Applicable to 5% Assessment	\$ 92,000
x 5% State Trust Fund Reserve	\$ 4,600

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

FY 2023-24 Receipts Applicable to SCGR	\$ 100,000
x 8% Service Charge	\$ 8,000
FY 2022-23 Receipts Applicable to SCGR	\$ 100,000
x 8% Service Charge	\$ 8,000

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

None Applicable.

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

**Agency Name: JAC /State Attorney Office-16th Judicial Circuit**

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

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339019

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 78,974.22	\$ 164,554.00	\$ 164,554.00	104133	Sarah Nortelus 9/21/2022
Department of Children and Families FID #2261	001510	44,591.97	89,000.00	89,000.00	100995	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/12/22
<b>Transfers Out (Operating and Non-Operating)</b> <i>(Provide Agency and Fund Number Transferred To)</i>	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Sixteenth Judicial Circuit
	20-2-339019

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,165,344.78	(A)	-	1,165,344.78
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	67,923.98	(D)	-	67,923.98
ADD:		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,233,268.76</b>	(F)	<b>-</b>	<b>1,233,268.76</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	2,135.42	(J)	-	2,135.42
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,231,133.34</b>	(K)	<b>-</b>	<b>1,231,133.34</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Sixteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339019

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,231,133.34 (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 Descriptions   (C)

SWFS Adjustment # and Descriptions   (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:** 1,231,133.34 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,231,133.34 (F)

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

**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: Office of the State Attorney, 17<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Jared Brooks**

**Telephone #: 954-831-7834**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 17’s estimated receipts are \$532,560 for FY 2022-2023 and \$532,560 for FY 2023-2024.

**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. However, 2 additional conditions will lead to increased revenue in FY2022-2023, FY2023-2024: A scheduled increase in COP is set to take effect October 2022, and a resumption of ‘normalized’ post-pandemic collections in 2022.

Projections for FY 2023-24 are based on the receipts from FY 2021-2022, as well as an expectation of increased revenue in 2022-23, 2023-2024 per above 2 conditions.

FY 2021-22 Receipts: \$898,652

FY 2022-23 Receipts: \$1,350,000

FY 2023-24 Receipts: \$1,800,000

**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 2023-24 are based on the receipts from FY 2021-22.

FY 2021-22 Receipts \$44

FY 2022-23 Receipts \$44

FY 2023-24 Receipts \$44

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$	1,882,604
Less 8% Service Charge	\$	(150,608)
= Receipts Applicable to 5% Assessment	\$	1,731,996
x 5% State Trust Fund Reserve	\$	86,600

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

FY 2023-24 Receipts Applicable to SCGR	\$	2,332,604
x 8% Service Charge	\$	186,608
FY 2022-23 Receipts Applicable to SCGR	\$	1,882,604
x 8% Service Charge	\$	150,608

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Seventeenth Judicial Circuit
	20-2-058017

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,175,177.19	(A)	-	3,175,177.19
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	28,627.94	(D)	-	28,627.94
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,203,805.13</b>	(F)	<b>-</b>	<b>3,203,805.13</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	32,166.28	(J)	-	32,166.28
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,171,638.85</b>	(K)	<b>-</b>	<b>3,171,638.85</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Seventeenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058017

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="3,171,638.85"/> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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Adjustment: CY Certified Forward Reversions	<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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="3,171,638.85"/> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="3,171,638.85"/> (F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Office of the State Attorney, 17<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Jared Brooks**

**Telephone #: 954-831-7834**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The State Attorney 17<sup>th</sup> Circuit has entered into an Equitable Sharing Agreement with the Department of Justice and anticipates receiving forfeiture funds in fiscal year 2022-23. The receipt of these funds is based on Task Force Involvement and asset availability.

In Fiscal Year 2021-22, no funds were received.

The State Attorney’s Office, Seventeenth Judicial Circuit estimates that \$100,000 could be received in FY 2022-23 and FY 2023-24.

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Seventeenth Judicial Circuit
	20-2-316017

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	294,836.74	(A)		294,836.74
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>294,836.74</b>	(F)	-	<b>294,836.74</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>294,836.74</b>	(K)	-	<b>294,836.74</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023-2024</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Seventeenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316017

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 294,836.74 (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:** 294,836.74 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 294,836.74 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Office of the State Attorney, 17<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Jared Brooks**

**Telephone #: 954-831-7834**

\*\*\*\*\*

**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 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 FY2021-22 \$612,716 based on the current VOCA contract

Receipts FY2022-23 is estimated at \$690,240 based on the current VOCA application

Receipts FY2023-24 is estimated at \$690,240 based on the current VOCA application

**STOP VIOLENCE AGAINST WOMEN (VAWA):** The State Attorney Office, 17<sup>th</sup> Circuit has entered into a contract with the Department of Children and Families (DCF). In addition, the DCF 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 FY2021-22 of \$205,884

Receipts FY2022-23 is estimated at \$257,576 based on the current VAWA contract

Receipts FY2023-24 is estimated at \$257,576 based on the current VAWA contract



**FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE (FCASV):** The State Attorney Office, 17<sup>th</sup> Circuit has entered 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 FY2021-22 \$42,783 based on current FCASV contract

Receipts FY2022-23 is estimated at \$42,783 based on the current FCASV contract

Receipts FY2023-24 is estimated at \$42,783 based on the current FCASV contract

**PROSECUTION OF INSURANCE FRAUD:** The current fiscal year appropriation is \$167,633 as specified in the Conference Report on House Bill 5001. The revenue estimate is based on the Department of Financial Services transfer authority.

Receipts FY2021-22 \$165,348

Receipts FY2022-23 is estimated at \$167,633

Receipts FY2023-24 is estimated at \$167,633

**WORKER'S COMPENSATION FRAUD:** The current fiscal year appropriation is \$186,068 as specified in the Conference Report on House Bill 5001. The estimate is based on the Department of Financial Services transfer authority.

Receipts FY2021-22 of \$164,958

Receipts FY2022-23 is estimated at \$186,068

Receipts FY2023-24 is estimated at \$186,068

**PARI-MUTUEL ENFORCEMENT:** The current fiscal year appropriation is \$268,947 as specified in the Conference Report on House Bill 5001. The estimate is based on the Florida Gaming Control Commission transfer authority.

Receipts FY2021-22 of \$246,424

Receipts FY2022-23 is estimated at \$268,947

Receipts FY2023-24 is estimated at \$268,947

**TAX RECOVERY ENFORCEMENT DIVERSION PROGRAM:** Estimated receipts of \$75,000 for FY 2022-23 is based on the contractual agreement in accordance with F.S. 413.4021.

Receipts FY2021-22 \$75,000

Receipts FY2022-23 is estimated at \$75,000

Receipts FY2023-24 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 17<sup>th</sup> Circuit employs ten staff members in the Information Technology Unit who 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 \$825,671.

Receipts FY2021-22 \$666,739

Receipts FY2022-23 is estimated at \$825,671

Receipts FY2023-24 is estimated at \$825,671

**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 17<sup>th</sup> 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 \$333,440.

Receipts FY2021-22: \$112,970.

Receipts FY2022-23 is estimated at \$333,440

Receipts FY2023-24 is estimated at \$333,440

**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 FY2022-23 and FY2023-24.

**INNOCENCE PROJECT OF FLORIDA (IP):** The State Attorney's Office, 17<sup>th</sup> Circuit has entered into a contract with the Innocence Project of Florida. This

collaborative endeavor investigates post-conviction cases by screening, investigating and litigating post-conviction cases where innocent individuals have been incarcerated.

Receipts FY2021-22 \$31,080

Receipts FY2022-23 is estimated at \$31,080 based on the current IP contract

Receipts FY2023-24 is estimated at \$31,080 based on the current IP contract, and a continuation of the contract to FY2023-2024

**INNOCENCE PROJECT OF FLORIDA, UPHOLDING THE RULE OF LAW:** The State Attorney's Office, 17<sup>th</sup> Circuit has entered into a contract with the Innocence Project of Florida to review cases that employed forensic methods that now lack current scientific validity

Receipts FY2021-22 \$54,696

Receipts FY2022-23 is estimated at \$118, 992 based on the current IP URL contract

Receipts FY2023-24 is estimated at \$109,392 based on the current IP URL contract and the continuation/extension of the current contract to FY2023-2024

**HATE CRIMES:** The State Attorney's Office, 17<sup>th</sup> Circuit has received funding from the Department of Justice Bureau of Justice Assistance Program to educate the Public and Law Enforcement Agencies in efforts to prevent, and improve responses and prosecution of Hate Crimes.

Receipts FY2021-22 \$41,705

Receipts FY2022-23 is estimated at \$100,000 based on the current Hate Crimes contract

Receipts FY2023-24 is estimated at \$100,000 based on the current Hate Crimes contract

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 32,710
x 8% Service Charge	\$ 2,617

FY 2022-23 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

<b>Transfers In</b> (Provide Agency and Fund Number Received From)	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Florida Gaming Control Commission FID #2520	001500		268,947	268,947	100614	Christine Hutton 10/5/2022
Dept of Business & Prof Regulation FID #2021	001500	268,947			100614	Eric Thiele 9/21/22
Department of Financial Services FID #2393	001500	169,371.75	174,689.00	174,689.00	100522	Mikaela Boatright A01 Sarah Goodman 10/5/22 A02/A03
Department of Financial Services FID #2795	001500	188,535.65	195,891.00	195,891.00	100526	Mikaela Boatright A01 Sarah Goodman 10/5/22 A02/A03
Department of Legal Affairs FID #2261	001510	589,587.23	690,240.00	690,240.00	104133	Sarah Nortelus 9/21/2022
Department of Children and Families FID #2261	001510	205,884.00	257,576.00	257,576.00	100995	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/12/22
<b>Transfers Out (Operating and Non-Operating)</b> (Provide Agency and Fund Number Transferred To)	<b>Transfer Out Expenditure Category</b>				<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Seventeenth Judicial Circuit
	20-2-339011

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,188,380.12	(A)		3,188,380.12
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	269,855.55	(D)		269,855.55
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>3,458,235.67</b>	(F)	-	<b>3,458,235.67</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards	-	(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	654.20	(J)		654.20
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,457,581.47</b>	(K)	-	<b>3,457,581.47</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Seventeenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339011

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,457,581.47 (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:** 3,457,581.47 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,457,581.47 (F)

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

**\*SHOULD EQUAL ZERO.**

**BUDGET REQUEST SCHEDULE 1 NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Judicial Circuit 18**

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

**Name of Person Completing This Form: Ashley Wood**

**Telephone #: 321-617-7228**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, SA 18's estimated receipts are \$295,680 for FY 2022-2023 and \$295,680 for FY 2023-2024.

**Cost of Prosecution-COP:** Based on the revenues for FY 2021-2022, \$1,231,453.41 and the revenue for FY 2020-2021, \$1,466,631.37. There is a decrease of 16%. The projected revenue for FY 2022-2023 and FY 2023-2024 would be \$1,034,420.86

**Worthless Check Fees:** Based on FY 2021-2022, the Worthless Check fees have seen an increase and is projected for FY 2022-2023 and FY 2023-2024 at \$1552.00.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,331,653
Less 8% Service Charge	\$ (106,532)



=Receipts Applicable to 5% Assessment	\$ 1,225,121
x 5% State Trust Fund Reserve	\$ 61,256

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,331,653
x 8% Service Charge	\$ 106,532
FY 2022-23 Receipts Applicable to SCGR	\$ 1,331,653
x 8% Service Charge	\$ 106,532

**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 :** State Attorney Revenue Trust Fund 20 2 058018

<b>Transfers In</b> (Provide Agency and Fund Number Received From)	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 3,682.25	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

<b>Transfers Out (Operating and Non-Operating)</b> (Provide Agency and Fund Number Transferred To)	<b>Transfer Out Expenditure Category</b>	<b>Amount</b>			<b>Transfer In Revenue Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Eighteenth Judicial Circuit
	20-2-058018

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,777,148.53	(A)		3,777,148.53
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	30.08	(D)		30.08
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>3,777,178.61</b>	(F)	-	<b>3,777,178.61</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	36,412.60	(H)		36,412.60
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	30,653.44	(J)		30,653.44
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,710,112.57</b>	(K)	-	<b>3,710,112.57</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period: 2023-24</b>
<b>Department Title:</b> Justice Administration
<b>Trust Fund Title:</b> State Attorneys Revenue Trust Fund
<b>Budget Entity:</b> State Attorneys - Eighteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b> 20-2-058018

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,710,112.57 (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)

Adjustment: CY Certified Forward Reversions   (D)

  (D)

  (D)

  (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 3,710,112.57 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,710,112.57 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney, Judicial Circuit 18**

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

**Name of Person Completing This Form: Ashley Wood**

**Telephone #: 321-617-7228**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Victims of Crimes Act- VOCA:** The revenue amounts are fixed under the grant contract and are estimated to be at \$557,465.00 for FY 2022/2023 and \$570,467.28 for FY 2023/2024.

**Violence Against Women Act- VAWA:** The revenue for FY 2022/2023 and FY 2023/2024 will be \$0. The Office of the State Attorney, 18<sup>th</sup> Judicial Circuit will be terminating the contract ending June 2022.

**Local Ordinance Prosecution:** The Office of the State Attorney, 18<sup>th</sup> Judicial Circuit has contracts with twenty-two local law enforcement agencies in Brevard and Seminole Counties. The revenue varies with the number of cases presented to this office. We had a 22.37% decrease in revenues for FY 2021/2022, \$5600.00, to FY 2020/2021, \$7600.00. However, we believe this is an anomaly due to the pandemic over the last two years, prior to the pandemic we were showing a 0.82% decrease each year. Previous years show a decrease of 0.82%. For FY 2022/2023 our estimate is \$5554.00 and for FY 2023/2024, our estimate is \$5508.00.

**Teen Court:**

The Office of the State Attorney, 18<sup>th</sup> 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 \$133,299.67 for FY 2022/2023 and \$137,298.67 for FY 2023/2024.

**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 2022-23 Receipts Applicable to SCGR	\$ 5,554
Less 8% Service Charge	\$ (444)
= Receipts Applicable to 5% Assessment	\$ 5,110
x 5% State Trust Fund Reserve	\$ 255

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

FY 2023-24 Receipts Applicable to SCGR	\$ 5,508
x 8% Service Charge	\$ 441
FY 2022-23 Receipts Applicable to SCGR	\$ 5,554
x 8% Service Charge	\$ 444

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

None Applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b> Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eighteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339009

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,167,460.20	(A)	-	1,167,460.20
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	173,422.82	(D)	-	173,422.82
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,340,883.02</b>	(F)	<b>-</b>	<b>1,340,883.02</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	264.00	(J)	-	264.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,340,619.02</b>	(K)	<b>-</b>	<b>1,340,619.02</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Eighteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339009

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,340,619.02 (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:** 1,340,619.02 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,340,619.02 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: State Attorney, Judicial 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 July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 19’s estimated receipts are \$159,040 for FY 2022-2023 and \$159,040 for FY 2023-2024.

**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 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; the evaluation of current criminal justice activity trends; and the effects of the COVID-19 virus. Based on receipts from previous fiscal years, and current trends we are seeing, we estimate collections at **\$1,351,952** for FY 2022-23 and **\$1,351,952** for FY 2023-24.

**Restitution in accordance with Florida Statutes 817.68/Personal ID Fraud:**

Unfortunately, we continue have very little historical data on which to base our receipts. To date, we have only received several partial receipts attributable to restitution. Based on the number of cases we have in this circuit, we are projecting **\$2,205** in receipts for FY2022-23 and FY2023-24.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,501,816
Less 8% Service Charge	\$ (120,145)
= Receipts Applicable to 5% Assessment	\$ 1,381,671
x 5% State Trust Fund Reserve	\$ 69,084

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,501,816
x 8% Service Charge	\$ 120,145
FY 2022-23 Receipts Applicable to SCGR	\$ 1,501,816
x 8% Service Charge	\$ 120,145

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Nineteenth Judicial Circuit
	20-2-058019

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,007,208.07	(A)	-	3,007,208.07
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	16.18	(D)	-	16.18
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,007,224.25</b>	(F)	<b>-</b>	<b>3,007,224.25</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	34,120.28	(J)	-	34,120.28
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,973,103.97</b>	(K)	<b>-</b>	<b>2,973,103.97</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period: 2023-24</b>
<b>Department Title:</b> Justice Administration
<b>Trust Fund Title:</b> State Attorneys Revenue Trust Fund
<b>Budget Entity:</b> State Attorneys - Nineteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b> 20-2-058019

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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)

Adjustment: CY Certified Forward Reversions  (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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 19<sup>th</sup> Judicial Circuit**

**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:**

There were no revenues in FY 2021-22. The fund balance is \$0.36. 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Nineteenth Judicial Circuit
	20-2-316019

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.36	(A)		0.36
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>0.36</b>	(F)	-	<b>0.36</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>0.36</b>	(K)	-	<b>0.36</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Forteiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Nineteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316019

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="0.36"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="0.36"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="0.36"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: State Attorney, 19<sup>th</sup> Judicial 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.:** TBA. Revenues received from VOCA Grants are based solely on current Grant awards in effect. The upcoming VOCA Budget is requested at \$853,876 for FY2022-23. We are using the same projected figure for FY2023-24.

**County Reimbursement for IT Expenditures:** Revenues received are in accordance with approved County Budgets within the circuit, and are effective 10/01/2022. Estimated revenue for FY2022-23 and FY2023-24 are the same: \$503,766.

**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

<b>Transfers In</b> (Provide Agency and Fund Number Received From)	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Legal Affairs FID #2261	001510	\$ 711,036.65	\$ 853,876.00	\$ 853,876.00	104133	Sarah Nortelus 9/21/2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Nineteenth Judicial Circuit
	20-2-339020

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	945,709.87	(A)	-	945,709.87
ADD: Other Cash (See Instructions)	91,196.98	(B)	-	91,196.98
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	338,342.40	(D)	-	338,342.40
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,375,249.25</b>	(F)	<b>-</b>	<b>1,375,249.25</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,375,249.25</b>	(K)	<b>-</b>	<b>1,375,249.25</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Nineteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339020

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,375,249.25 (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   (D)

  (D)

  (D)

  (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 1,375,249.25 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,375,249.25 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 20<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Robin McCarley**

**Telephone #: 239-533-1117**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$5.6 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, SA 20’s estimated receipts are \$280,560 for FY 2022-2023 and \$280,560 for FY 2023-2024.

**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’s in-house program provides quick payments to victims and establishes 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 2021-22 - \$330 \* 1.03 (increase) = FY 2022-23 Receipts - \$340

Receipts FY 2022-23 - \$340 \* 1.03 (increase) = FY 2023-24 Receipts - \$350

**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 FY19/20, our agency, as others, had to deal with the economic impact of COVID-19. COVID-19 brought unprecedented and uncertain times for all law enforcement agencies where judicial proceedings were suspended to insure the safety and health of the citizens of Southwest Florida and especially the staff of the 20<sup>th</sup> Judicial Circuit. Court proceedings slowly reopened in FY20/21 and in FY21/22 operated at full capacity to accommodate the back log of cases that existed. We anticipate Cost of Prosecution receipts to increase over FY22/23 and FY23/24.

Receipts FY 2021-22 - \$879,773 \* 1.03 (increase) =

FY 2022-23 Receipts - \$906,166

Receipts FY 2022-23 - \$906,166 \* 1.03 (increase) =

FY 2023-24 Receipts - \$933,351

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,217,066
Less 8% Service Charge	\$ (97,365)
= Receipts Applicable to 5% Assessment	\$ 1,119,701
x 5% State Trust Fund Reserve	\$ 55,985

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,229,261
x 8% Service Charge	\$ 98,341
FY 2022-23 Receipts Applicable to SCGR	\$ 1,217,066
x 8% Service Charge	\$ 97,365

**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 :** State Attorney Revenue Trust Fund 20 2 058020

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Management Services FID #2510	001520	\$ 12,534.50	\$ -	\$ -	310346	Connie Tompkins / 10-10-2022

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Twentieth Judicial Circuit
	20-2-058020

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,795,918.92	(A)	-	2,795,918.92
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	188,480.49	(D)	-	188,480.49
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>2,984,399.41</b>	(F)	<b>-</b>	<b>2,984,399.41</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	25,079.76	(J)	-	25,079.76
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,959,319.65</b>	(K)	<b>-</b>	<b>2,959,319.65</b> **

**Notes:**

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



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

<b>Department Title:</b>	<b>Budget Period: 2023-24</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys - Twentieth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058020

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="2,959,319.65"/> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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Adjustment: CY Certified Forward Reversions	<input type="text"/> (D)
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<input type="text"/>	(D)
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<input type="text"/>	(D)
----------------------	-----

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

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="2,959,319.65"/> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="2,959,319.65"/> (F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: State Attorney’s Office, 20<sup>th</sup> Judicial Circuit**

**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:**

There were no revenues in FY 2021-22. The fund balance is \$0. 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Twentieth Judicial Circuit
	20-2-316020

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>0.00</b>	(F)	-	<b>0.00</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>0.00</b>	(K)	-	<b>0.00</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Forfeiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys - Twentieth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316020

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: State Attorney’s Office, 20<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Robin McCarley**

**Telephone #: 239-533-1117**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**1. Stop Violence Against Women (VAWA)** - The revenue amount of \$157,877 is fixed under contract LN201 for FY22/23. For FY23/24, the revenues are based on current funding levels since future funding through this grant is uncertain.

**2. Victim of Crime Acts (VOCA)** - The revenue amount of \$534,988 is fixed under contract VOCA-2021-State Attorney’s Office, 00622 for FY22/23. It is anticipated that funding for VOCA will be \$534,988 for FY23/24.

**3. 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 2022-23 is \$149,014. The estimated revenue is based on the Department of Financial Services transfer authority to transfer up to \$159,465 in FY 2022-23 and \$159,465 in FY 2023-2024.

**4. Lee County Jail/Early Case Resolution (ERC)** - The projected revenue amounts for the Lee County Jail position for FY22/23 and FY23/24 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.

**5. 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 FY22/23 and FY23/24.

6. **Lee County File Clerk** - The projected revenue amounts for the Lee County File Clerk position for FY22/23 and FY23/24 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.

7. **Lee County Drug Court** - The projected revenue amounts for the Lee County Drug Court positions for FY22/23 and FY23/24 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.

8. **Lee Co. BCC Ordinance** - The projected revenue amounts for the Lee County BCC Ordinance position for FY22/23 and FY23/24 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.

9. **County Information Technology** - The projected revenue amounts for the County Data Processing grant for FY22/23 and FY23/24 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.

10. **Collier Jail Reduction** - The projected revenue amounts for the Collier Fast Track position for FY22/23 and FY23/24 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.

11. **Charlotte Mental Health Court** - The projected revenue amounts for the Mental Health Court position for FY22/23 and FY23/24 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.

12. **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.

13. **Stop Violence Against Women (VAWA) - FCASV** - The revenue amount of \$48,840 is fixed under contract 20STO67 for FY22/23. For FY23/24, the revenues are based on current funding levels since future funding through this grant is uncertain.

14. **Collier Specialty Court** - The projected revenue amounts for the Collier County Specialty Court position for FY22/23 and FY23/24 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 FY22/23 and FY23/24 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.

16. **County Narcotics Unit** - The projected revenue amounts for the County Narcotics Unit grant for FY22/23 and FY23/24 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.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 10,000
x 8% Service Charge	\$ 800
FY 2022-23 Receipts Applicable to SCGR	\$ 10,000
x 8% Service Charge	\$ 800

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

Statewide financial services adjustment #B21000021 for -\$37,768 to accounts receivables.





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys - Twentieth Judicial Circuit
	20-2-339021

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,646,286.41	(A)		1,646,286.41
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	667,041.82	(D)	(37,768.27)	629,273.55
ADD:		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>2,313,328.23</b>	(F)	<b>(37,768.27)</b>	<b>2,275,559.96</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	191,492.95	(H)		191,492.95
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	484.00	(J)		484.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,121,351.28</b>	(K)	<b>(37,768.27)</b>	<b>2,083,583.01</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys - Twentieth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339021

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="2,121,351.28"/>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS)Adjustments :**

SWFS Adjustment # B2100021 Accounts Receivable Decrease	<input type="text" value="(37,768.27)"/>	(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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="2,083,583.01"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="2,083,583.01"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**

# **Budget Entity Level Exhibits or Schedules**

## **Public Defenders Trial Division**

**Budget Entities: 21600100 through 21602000**

**Public Defenders**  
**Schedule I Series**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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

**Name of Person Completing This Form: Kimberly A. Weekley,  
Administrative Director**

**Telephone #: 850-595-1129**

\*\*\*\*\*

**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. Projections were made based on documented data for the past three fiscal years of collections, estimates are conservative. Estimation is 12 cases per year, totaling \$600 for FY2022-23 and FY 2023-24.

**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 for each fiscal year. Projection for FY 2022-23 is \$198,361. PD1 anticipates increases for salaries and benefits costs; therefore, the estimate for 2023-2024 is \$222,874.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$	300
Less 8% Service Charge	\$	(24)
= Receipts Applicable to 5% Assessment	\$	276
x 5% State Trust Fund Reserve	\$	14

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

FY 2023-24 Receipts Applicable to SCGR	\$	300
x 8% Service Charge	\$	24
FY 2022-23 Receipts Applicable to SCGR	\$	300
x 8% Service Charge	\$	24

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - First Judicial Circuit
	20-2-339023

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	19,457.90	(A)		19,457.90
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	21,086.62	(D)		21,086.62
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>40,544.52</b>	(F)	-	<b>40,544.52</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>40,544.52</b>	(K)	-	<b>40,544.52</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - First Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339023

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 40,544.52 (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:** 40,544.52 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 40,544.52 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Kimberly A. Weekley,  
Administrative Director**

**Telephone #: 850-595-1129**

\*\*\*\*\*

**Revenue Estimating Methodology:**

Beginning in FY18-19 the Public Defender Revenue Trust Fund (PDRTF) was merged with the Indigent Criminal Defense Trust fund. As a result, revenues for ICDTF now include the Article V Traffic Fines Assessment.

**ICDTF Application Fees & Restitution:** Monthly collections are monitored. Projections were made based on documented data for the past three fiscal years of collections, estimates are conservative.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 01’s estimated receipts are \$116,749 for FY 2022-2023 and \$116,749 for FY 2023-2024.

**ID Fraud (former PDRTF):** Projections were made based on documented data for the past three fiscal years of collections. The ID Theft surcharge averages less than \$57 in collections per year.

	Actual	Estimated	Estimated
	FY 2021-22	FY 2022-23	FY 2023-24
Appl Fees      000100	\$547,648	566,800	566,800
Restitution      001204	\$575,589	595,700	595,700
Traffic Fines      001225	\$109,796	116,749	116,749

ID Fraud	001204	\$0	\$57	\$57
Totals:		\$1,233,033	\$1,279,306	\$1,279,306

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 683,549
Less 8% Service Charge	\$ (54,684)
= Receipts Applicable to 5% Assessment	\$ 628,865
x 5% State Trust Fund Reserve	\$ 31,443

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

FY 2023-24 Receipts Applicable to SCGR	\$ 683,549
x 8% Service Charge	\$ 54,684
FY 2022-23 Receipts Applicable to SCGR	\$ 683,549
x 8% Service Charge	\$ 54,684

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - First Judicial Circuit
	20-2-974001

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,246,249.92	(A)		2,246,249.92
ADD: Other Cash (See Instructions)	48.46	(B)		48.46
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	5,186.51	(D)		5,186.51
ADD: Correct Accounts Receivable Entry		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>2,251,484.89</b>	(F)	<b>0.00</b>	<b>2,251,484.89</b>
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	50,587.31	(H)		50,587.31
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)		(J)		0.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,200,897.58</b>	(K)	<b>0.00</b>	<b>2,200,897.58</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - First Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974001

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,200,897.58 (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 [ ] (D)

[ ] (D)

[ ] (D)

[ ] (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 2,200,897.58 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,200,897.58 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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

**Name of Person Completing This Form: Allison Humphrey**

**Telephone #: 850-606-1082**

\*\*\*\*\*

**Revenue Estimating Methodology:**

Revenue estimates are based on a contractual agreement between NWF Health Network (formerly Big Bend Community Based Care) and Public Defender, 2<sup>nd</sup> Judicial Circuit to provide services on a contracted basis for juvenile clients who meet eligibility requirements for Team Child Services. We anticipate that this contract will be renewed, and funding will be provided. It is estimated that this contract will be for \$65,674.00 in FY2022-23 and FY2023-24.

Revenue estimates are based on a contractual agreement between NWF Health Network (formerly Big Bend Community Based Care) and Public Defender, 2<sup>nd</sup> 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 in FY2022-23 and FY2023-24.

Revenue estimates are based on an agreement between Leon County and the Office of the Public Defender, 2<sup>nd</sup> to provide daily legal representation at first appearance for indigent individuals. It is estimated that the contract will be for \$37,000.00 in FY2022-23 and FY2023-24.

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Second Judicial Circuit
	20-2-339022

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	241,303.91	(A)		241,303.91
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>241,303.91</b>	(F)	<b>0.00</b>	<b>241,303.91</b>
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
<b>Unreserved Fund Balance, 07/01/22</b>	<b>241,303.91</b>	(K)	<b>0.00</b>	<b>241,303.91</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Second Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339022

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 241,303.91 (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:** 241,303.91 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 241,303.91 (F)

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

**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE  
FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 2nd Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Allison Humphrey**

**Telephone #: 850-606-1082**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**Background:** The ICDTF was established on January 1, 1995 and now there exists a twenty-five (25) 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 in all counties that we serve.

**Methodology:**

**ICDTF Application Fees and Restitution:** Projections were made based on documented data over the past year of collections. Due to the continued impact of the Covid-19 pandemic, our estimates are conservative, only noting a projected increase of \$10,000.00 in each category. Actual collections for FY 2021/2022 were as follows:

- Indigent Criminal Defense Applications Fees (000100)  
\$181,436.03
- Restitution (001204)  
\$232,998.40

**Surcharge for Criminal Use of Personal ID:** Collections in this fund for FY2021/2022 were \$1,345.90. This charge generates little revenue each year, therefore the projection is only believed to increase by approximately 10% to \$1,480.49 in the upcoming fiscal years.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 02’s estimated receipts are \$80,867 for FY 2022-2023 and \$80,867 for FY 2023-2024.

**Conclusion:** Based on this data, and our continued efforts to increase collections, we are optimistic that we will continue to fully fund our authority allocation for 2023-2024 fiscal year.

Description	FY 2022-23	FY 2023-24
INDIGENT CRIMINAL DEFENSE APPLICATION FEES	\$ 191,436	\$ 201,436
RESTITUTION	\$ 242,998	\$ 252,998
ARTICLE V TRAFFIC FINES	\$ 80,867	\$ 80,867
\$250 SURCHARGE CRIMINAL USE OF PERSONAL ID	\$ 1,346	\$ 1,480
COMBINED TOTAL:	\$ 516,647	\$ 536,782

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 272,303
Less 8% Service Charge	\$ (21,784)
= Receipts Applicable to 5% Assessment	\$ 250,519
x 5% State Trust Fund Reserve	\$ 12,526

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

FY 2023-24 Receipts Applicable to SCGR	\$ 282,303
x 8% Service Charge	\$ 22,584
FY 2022-23 Receipts Applicable to SCGR	\$ 272,303
x 8% Service Charge	\$ 21,784

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Second Judicial Circuit
	20-2-974002

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	744,072.89	(A)	-	744,072.89
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	8.26	(D)	-	8.26
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>744,081.15</b>	(F)	<b>-</b>	<b>744,081.15</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	68,485.46	(H)	-	68,485.46
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	19,870.43	(J)	-	19,870.43
<b>Unreserved Fund Balance, 07/01/22</b>	<b>655,725.26</b>	(K)	<b>-</b>	<b>655,725.26</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Second Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 655,725.26 (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:** 655,725.26 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 655,725.26 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Chad Crews**

**Telephone #: 386-758-0540**

\*\*\*\*\*

**Revenue Estimating Methodology:**

ICDTF collections had been gradually decreasing as a source of revenue and exacerbated due to COVID-19. Collections have slowly increased since the beginning of 2021. However, receipts were down in fiscal year 21-22 compared to 20-21, due to a large correction deposit by a county in 20-21.

The total receipts collected in FY 2021-22 were \$322,601.00.  
(This includes \$35,346.65 in Art. V Traffic Fines formerly in PDRTF.)

PD3 estimates receipts for FY 2022-23 will be:      \$332,585.00.

    PD Application Fees @ \$49.00 per case:      \$105,000.00.

                    Restitution Fees:      \$190,000.00.

                    Traffic Fines:      \$ 37,585.00.

PD3 estimates receipts for FY 2023-24 will be:      \$347,585.00.

    PD Application Fees @ \$49.00 per case:      \$110,000.00.

                    Restitution Fees:      \$200,000.00.

                    Traffic Fines:      \$ 37,585.00.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2021 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2,800,000 for FY 2021-2022 and \$2,800,000 in FY 2022-2023. Using

each circuit's pro-rata share of the total actual receipts for FY 2020-2021, PD 03's estimated receipts are \$37,585 for FY 2021-2022 and \$37,585 for FY 2022-2023.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 142,585
Less 8% Service Charge	\$ (11,407)
= Receipts Applicable to 5% Assessment	\$ 131,178
x 5% State Trust Fund Reserve	\$ 6,559

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

FY 2023-24 Receipts Applicable to SCGR	\$ 147,585
x 8% Service Charge	\$ 11,807
FY 2022-23 Receipts Applicable to SCGR	\$ 142,585
x 8% Service Charge	\$ 11,407

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

Not applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Third Judicial Circuit
	20-2-974003

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	715,749.06	(A)		715,749.06
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	6,647.72	(D)		6,647.72
ADD: Correct Accounts Receivable Entry		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>722,396.78</b>	(F)	-	<b>722,396.78</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	6,154.14	(H)		6,154.14
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	-	(I)		-
LESS: Other Accounts Payable (SCGR)	3,454.45	(J)		3,454.45
<b>Unreserved Fund Balance, 07/01/22</b>	<b>712,788.19</b>	(K)	-	<b>712,788.19</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Third Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974003

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 712,788.19 (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:** 712,788.19 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 712,788.19 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: Office of the Public Defender, 4<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Kristin J. Williams**

**Telephone #: 904-255-4605**

\*\*\*\*\*

**Revenue Estimating Methodology:**

1. Ordinance Defense Contract Revenue estimates are based on a contract (Memorandum of Understanding) with Duval County for the Public Defender’s Office, 4<sup>th</sup> 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 but recent history indicates that only a portion of that will be collected and therefore, \$14,000 has been budgeted for that revenue in FY2022-23 and FY2023-24. 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, 4<sup>th</sup> Circuit. The compensation is budgeted from the FL. Statute 28.24 revenue budgets of those counties. The total reimbursable annual compensation is split between the counties on the basis of FTEs in each of the Duval, Clay, and Nassau County offices served by the 4<sup>th</sup> Judicial Circuit. Revenue for FY 2022-2023 is estimated at \$352,026 which includes revenue from the previous year that lags due to the varying fiscal years of each county. The estimate for FY 2023-2024 of \$369,627 includes a slight anticipated increase in salary and benefits which will be factored into the salary/benefit reimbursements.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	14,000
Less 8% Service Charge	(1,120)
= Receipts Applicable to 5% Assessment	12,880
x 5% State Trust Fund Reserve	644

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

FY 2023-24 Receipts Applicable to SCGR	14,000
x 8% Service Charge	1,120
FY 2022-23 Receipts Applicable to SCGR	14,000
x 8% Service Charge	1,120

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fourth Judicial Circuit
	20-2-339024

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	410,120.15	(A)	-	410,120.15
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	1,450.00	(D)	-	1,450.00
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>411,570.15</b>	(F)	<b>-</b>	<b>411,570.15</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>411,570.15</b>	(K)	<b>-</b>	<b>411,570.15</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fourth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339024

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 411,570.15 (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:** 411,570.15 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 411,570.15 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Kristin J. Williams**

**Telephone #: 904-255-4605**

\*\*\*\*\*

**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, 4<sup>th</sup> Judicial Circuit defending an average of 33,000 cases per year (with an increasing backlog due to the pandemic), the potential receipts on the \$50 application fee alone are over \$1.45M (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 25% collected in PD application fees in FY 21-22. The Clerk’s Office previously initiated a yearly aggressive collections program for outstanding debts which should continue to increase agency revenue during the current and future Fiscal Years. In addition, the elected Public Defender continues to make contact with the judges on the criminal bench to request that the Courts increase their efforts to encourage the payment of the Public Defender application fees while a case is in progress.

The COVID-19 pandemic resulted in a delay in most criminal court proceedings, which adversely impacted the imposition and collection of application fees and restitution in the last couple of fiscal years. As we originally anticipated we saw collections increase in the earlier part of FY 21-22 however they begin to take a small dip towards the end of the fiscal year as a result of spikes due to new variants of COVID-19. However, the courts continue to adjust quickly to these issues and

we expect a natural rebound in collections in the current fiscal year. Also, as the courts continue to work through the backlog of cases needing adjudication resulting from the COVID-19 pandemic, we anticipate an increase in collections. Therefore, the agency has set the goal of increasing PD application fee collections by an additional 20% in the current fiscal year. If accomplished, this would bring revenue in this area only slightly above the level generated during the previous Fiscal Years. The agency then projects an additional 20% 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 38.25%. If PD-04 collected the FY 21-22 average total statewide attorney fees (\$428,585.32), ICDTF collections would increase by almost \$186,000 in this category. 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 25% increase in this area for FY 22-23 and an additional 25% increase in FY 2023-24. This would increase the rate of collection in this revenue area to 40%.

In FY 22-23, the Office also projects the sale of two (2) surplus vehicles and two (2) additional vehicles in FY 2023-2024.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 04’s estimated receipts are \$158,069 for FY 2022-2023 and \$158,069 for FY 2023-2024.

		<b>Expected</b>		<b>Expected</b>	
	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
	<b>FY 21/22</b>	<b>Increase</b>	<b>Receipts</b>	<b>Increase</b>	<b>Receipts</b>
		<b>20%/25%</b>	<b>FY 22/23</b>	<b>20%/25%</b>	<b>FY 23/24</b>
<b>ICDTF</b>					
<b>Fees</b>	\$ 392,031	\$ 78,406	\$ 470,437	\$ 94,087	\$ 564,525
<b>Restitution</b>	\$ 242,791	\$ 60,698	\$ 303,489	\$ 75,872	\$ 379,361
<b>Auction Proceeds</b>	\$ 27,600				

<b>Traffic Fines</b>	<u>\$ 128,073</u>	<u>\$ 158,069</u>	<u>\$158,069</u>
<b>TOTAL</b>	<b>\$ 792,169</b>	<b>\$ 931,995</b>	<b>\$1,101,955</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 641,506
Less 8% Service Charge	\$ (51,320)
= Receipts Applicable to 5% Assessment	\$ 590,186
x 5% State Trust Fund Reserve	\$ 29,509

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

FY 2023-24 Receipts Applicable to SCGR	\$ 735,594
x 8% Service Charge	\$ 58,848
FY 2022-23 Receipts Applicable to SCGR	\$ 641,506
x 8% Service Charge	\$ 51,320

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

None Applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fourth Judicial Circuit
	20-2-974004

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,920,592.87	(A)	-	1,920,592.87
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	16.15	(D)	-	16.15
ADD:		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,920,609.02</b>	(F)	<b>-</b>	<b>1,920,609.02</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	11,775.80	(H)	-	11,775.80
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	11,556.05	(J)	-	11,556.05
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,897,277.17</b>	(K)	<b>-</b>	<b>1,897,277.17</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023 2024</b> Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fourth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974004

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,897,277.17 (A)  
GLC 539XX for proprietary and fiduciary funds

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

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

SWFS Adjustment # 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:** 1,897,277.17 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,897,277.17 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender, 5<sup>th</sup> Judicial 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 \$2,000 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. Request approval is not provided until October, the beginning of their fiscal year cycles. Current year FY 22-23 and LBR request year FY23-24 collections include Salary & Benefit funding as follows:

Marion	\$ 460,956
Lake	\$ 485,475
Hernando	\$ 117,838
Citrus	\$ 54,322
<b>Total:</b>	<b>\$1,118,591</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 2,000
Less 8% Service Charge	\$ (160)

= Receipts Applicable to 5% Assessment	\$ 1,840
x 5% State Trust Fund Reserve	\$ 92

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

FY 2023-24 Receipts Applicable to SCGR	\$ 2,000
x 8% Service Charge	\$ 160
FY 2022-23 Receipts Applicable to SCGR	\$ 2,000
x 8% Service Charge	\$ 160

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fifth Judicial Circuit
	20-2-339043

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	745,875.54	(A)	-	745,875.54
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>745,875.54</b>	(F)	<b>-</b>	<b>745,875.54</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>745,875.54</b>	(K)	<b>-</b>	<b>745,875.54</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fifth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339043

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 745,875.54 (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:** 745,875.54 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 745,875.54 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

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

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.

**ICDTF Application Fees & Restitution** – This agency closely monitors Indigent Criminal Defense Trust Fund revenue collections on a monthly basis. Currently, there is no way to know the residual impact of COVID-19, including any resurgence that may shut the court systems down again on the potential collections on FY21-22 and/or FY20-23. Therefore, this agency has based the estimates upon revenue averages for the prior three fiscal year collections (which does contain some collecting data during COVID shut down) in determining what current and request year collections may be. Based on the unknowns at this time, we would request the ability to revise collection estimates if needed.

**ID Fraud (formally PD Revenue funds):** Estimated revenues were made using the same methodology applied to the application and restitution funds listed above.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 05’s estimated receipts are \$98,019 for FY 2022-2023 and \$98,019 for FY 2023-2024.

Current year revenue estimate of \$129,458 per month, and LBR year estimate of \$125,625 per month are based on an assessment that revenue collections are likely to decrease in current year and potentially request year due to the rising cost of inflation, making it problematic for payments to be made.

\$137,168.25 x 12 Months = \$1,646,019 - FY 2022-23 Estimated Revenue  
 \$133,376.58 x 12 Months = \$1,600,519 - FY 2023-24 Estimated Revenue

	Estimates FY22-23	Estimates FY23-24
App fee 0100	530,000	515,000
Restitution 1204	930,000	900,000
ID Fraud 1204	5,500	5,000
Traffic Fines 1225	98,019	98,019
TOTALS:	1,646,019	1,600,519

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR \$ 628,019  
 Less 8% Service Charge \$ (50,242)  
 = Receipts Applicable to 5% Assessment \$ 577,777  
 x 5% State Trust Fund Reserve \$ 28,889

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

FY 2023-24 Receipts Applicable to SCGR \$ 613,019  
 x 8% Service Charge \$ 49,042  
 FY 2022-23 Receipts Applicable to SCGR \$ 628,019  
 x 8% Service Charge \$ 50,242

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

Not applicable.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fifth Judicial Circuit
	20-2-974005

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,244,071.61	(A)	-	1,244,071.61
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	10.01	(D)	-	10.01
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,244,081.62</b>	(F)	<b>-</b>	<b>1,244,081.62</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	20,200.00	(H)	-	20,200.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	14,239.20	(J)	-	14,239.20
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,209,642.42</b>	(K)	<b>-</b>	<b>1,209,642.42</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

	<b>Budget Period: 2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fifth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974005

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1,209,642.42"/>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="1,209,642.42"/>	(E)
--	---	-----

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="1,209,642.42"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender, 6<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Kimberly Williams**

**Telephone #: 727-464-6537**

\*\*\*\*\*

**Revenue Estimating Methodology:**

Estimates for FY2023-2024 are based on approved contracts for 2022-2023 with Pinellas County for:

- IT (\$90,940)
- Juvenile Crossover Program (\$161,050)
- One Ready for Life Therapist (\$86,590)
- SAMHSA AOT Grant (\$184,840)
- Road to Success Crossover Youth Project (\$318,100)
- County Reimbursed Staffing (\$294,500)

**5 Percent State Trust Fund Reserve and 8 Percent Service Charge to General Revenue:** There are no 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Sixth Judicial Circuit
	20-2-339027

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,044,952.19	(A)	-	1,044,952.19
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,044,952.19</b>	(F)	<b>-</b>	<b>1,044,952.19</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,044,952.19</b>	(K)	<b>-</b>	<b>1,044,952.19</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Sixth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339027

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,044,952.19 (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:** 1,044,952.19 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,044,952.19 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 6<sup>th</sup> Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Kimberly Williams**

**Telephone: 727-464-6537**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The Indigent Criminal Defense Fund was established on 1/1/97 statewide. There exists a 25-year history of collections for a total of \$20,859,222.41.

FY 21-22 total collections from all sources was \$1,238,163, with application fees and fines making up over 80% of those collections.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 06’s estimated receipts are \$213,430 for FY 2022-2023 and \$213,430 for FY 2023-2024.

Projected revenue increases for 23-24 will be similar to those of 22-23 and will be sufficient to fund the budget issues requested from the trust fund.

Description	FY 2022-23	FY 2023-24
INDIGENT CRIMINAL DEFENSE APPLICATION FEES	\$ 491,000	\$ 491,000
RESTITUTION	\$ 545,000	\$ 545,000
ARTICLE V TRAFFIC FINES	\$ 213,430	\$ 213,430
COMBINED TOTAL ESIMATES	\$ 1,249,430	\$ 1,249,430

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 704,430
Less 8% Service Charge	\$ (56,354)
= Receipts Applicable to 5% Assessment	\$ 648,076
x 5% State Trust Fund Reserve	\$ 32,404

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

FY 2023-24 Receipts Applicable to SCGR	\$ 704,430
x 8% Service Charge	\$ 56,354
FY 2022-23 Receipts Applicable to SCGR	\$ 704,430
x 8% Service Charge	\$ 56,354

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

Not applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Sixth Judicial Circuit
	20-2-974006

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,152,214.44	(A)	-	2,152,214.44
ADD: Other Cash (See Instructions)	-	(B)	-	-
ADD: Investments	-	(C)	-	-
ADD: Outstanding Accounts Receivable	21.80	(D)	-	21.80
ADD: Correct Accounts Receivable Entry	-	(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>2,152,236.24</b>	(F)	<b>-</b>	<b>2,152,236.24</b>
LESS Allowances for Uncollectibles	-	(G)	-	-
LESS Approved "A" Certified Forwards	26,660.24	(H)	-	26,660.24
Approved "B" Certified Forwards	-	(H)	-	-
Approved "FCO" Certified Forwards	-	(H)	-	-
LESS: Other Accounts Payable (Nonoperating)	-	(I)	-	-
LESS: Other Accounts Payable (SCGR)	14,470.15	(J)	-	14,470.15
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,111,105.85</b>	(K)	<b>-</b>	<b>2,111,105.85</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - July 2022



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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Sixth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974006

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,105,669.68 (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 5,436.17 (D)

  (D)

  (D)

  (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 2,111,105.85 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,111,105.85 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: Public Defender Office, 7<sup>th</sup> Judicial 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.

FY2019-20 Requested Contract/Receipts in the amount of \$92,264.00, broken down as follows:

- 1<sup>st</sup> Quarter Payment: \$23,219.00
- 2<sup>nd</sup> Quarter Payment: \$23,015.00
- 3<sup>rd</sup> Quarter Payment: \$23,015.00
- 4<sup>th</sup> Quarter Payment: \$23,015.00

FY2020-21 Requested Contract/Receipts in the amount of \$95,597.00, broken down as follows:

- 1<sup>st</sup> Quarter Payment: \$23,015.00
- 2<sup>nd</sup> Quarter Payment: \$24,194.00
- 3<sup>rd</sup> Quarter Payment: \$24,194.00
- 4<sup>th</sup> Quarter Payment: \$24,194.00

FY2021-22 Requested Contract/Receipts in the amount of \$96,776.00, broken down as follows:

- 1<sup>st</sup> Quarter Payment: \$24,194.00
- 2<sup>nd</sup> Quarter Payment: \$24,194.00
- 3<sup>rd</sup> Quarter Payment: \$24,194.00
- 4<sup>th</sup> Quarter Payment: \$24,194.00

FY2022-23 Requested Contract/Receipts in the amount of \$100,954.73, broken down as follows:

- 1<sup>st</sup> Quarter Payment: \$24,194.00
- 2<sup>nd</sup> Quarter Payment: \$25,586.91
- 3<sup>rd</sup> Quarter Payment: \$25,586.91

4<sup>th</sup> Quarter Payment: \$25,586.91

FY2023-24 Requested Contract/Receipts in the amount of \$113,305.77, broken down as follows:

1<sup>st</sup> Quarter Payment: \$25,586.91

2<sup>nd</sup> Quarter Payment: \$29,239.62

3<sup>rd</sup> Quarter Payment: \$29,239.62

4<sup>th</sup> Quarter Payment: \$29,239.62

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Seventh Judicial Circuit
	20-2-339029

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	202,249.75	(A)	-	202,249.75
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>202,249.75</b>	(F)	<b>-</b>	<b>202,249.75</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>202,249.75</b>	(K)	<b>-</b>	<b>202,249.75</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Seventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339029

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>202,249.75</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved 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)
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		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>202,249.75</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>202,249.75</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 7<sup>th</sup> Judicial 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 certain that this slight tick downward was an anomaly and has correct itself this Fiscal Year. We will closely monitor monthly collection data. If there were to be any 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.

Based upon the overall increase in the growth rate and fluctuating caseloads, we are anticipating a conservative growth in collections at 3% for Fiscal Year 2022-2023 and Fiscal Year 2023-2024.

	<b>Actual</b>	<b>Actual</b>	<b>Overall</b>	<b>Overall</b>	<b>Overall</b>
	<b><u>FY 20-21</u></b>	<b><u>FY21-22</u></b>	<b><u>Change</u></b>	<b><u>FY 22-23</u></b>	<b><u>FY 23-24</u></b>
Fees	\$345,644	\$439,970	\$94,326	\$453,169	\$466,764
Traffic Fines	\$ 93,633	\$108,681	\$15,048	\$115,563	\$115,563

Restitution	<u>\$358,826</u>	<u>\$390,992</u>	<u>\$32,166</u>	<u>\$402,722</u>	<u>\$414,804</u>
<b>Total</b>	<b>\$798,103</b>	<b>\$939,643</b>	<b>\$141,540</b>	<b>\$971,454</b>	<b>\$997,131</b>

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 07’s estimated receipts are \$115,563 for FY 2022-2023 and \$115,563 for FY 2023-2024.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 568,732
Less 8% Service Charge	\$ (45,499)
= Receipts Applicable to 5% Assessment	\$ 523,233
x 5% State Trust Fund Reserve	\$ 26,162

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

FY 2023-24 Receipts Applicable to SCGR	\$ 582,327
x 8% Service Charge	\$ 46,586
FY 2022-23 Receipts Applicable to SCGR	\$ 568,732
x 8% Service Charge	\$ 45,499

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Seventh Judicial Circuit
	20-2-974007

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,019,817.40	(A)	-	2,019,817.40
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	11.80	(D)	-	11.80
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>2,019,829.20</b>	(F)	<b>-</b>	<b>2,019,829.20</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	13,740.61	(J)	-	13,740.61
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,006,088.59</b>	(K)	<b>-</b>	<b>2,006,088.59</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Seventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974007

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,006,088.59 (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:** 2,006,088.59 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,006,088.59 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 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**

\*\*\*\*\*

**Revenue Estimating Methodology:**

**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 2023-24 and it is anticipated to remain the same each year.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 6,000
x 8% Service Charge	\$ 480

FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Eighth Judicial Circuit
	20-2-339030

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	8,659.72	(A)		8,659.72
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>8,659.72</b>	(F)	-	<b>8,659.72</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>8,659.72</b>	(K)	-	<b>8,659.72</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Eighth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339030

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; **8,659.72** (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:** **8,659.72** (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** **8,659.72** (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 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**

\*\*\*\*\*

**Revenue Estimating Methodology:**

Established on January 1, 1995, the Indigent Criminal Defense Trust Fund has over 25 year history of collections. During the 25+ 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. Revenue collections have returned to historical levels after the court closures related to COVID-19. 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 8<sup>th</sup> Circuit, we project the average monthly revenue for this fund from both Application Fees and court assessed Legal Representation costs to remain similar to the 5 year average before FY 19-20 of approximately \$41,980. 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 July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 08’s estimated receipts are \$76,388 for FY 2022-2023 and \$76,388 for FY 2023-2024.

<b>Description</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
INDIGENT CRIMINAL DEFENSE APPLICATION FEES	\$ 176,110	\$ 176,110
RESTITUTION	\$ 334,957	\$ 334,957
ARTICLE V TRAFFIC FINES	\$ 76,388	\$ 76,388
\$250 SURCHARGE CRIMINAL USE OF PERSONAL ID	\$ 1,245	\$ 1,245
<b>COMBINED TOTAL ESTIMATE</b>	<b>\$ 588,700</b>	<b>\$ 588,700</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 252,498
Less 8% Service Charge	\$ (20,200)
= Receipts Applicable to 5% Assessment	\$ 232,298
x 5% State Trust Fund Reserve	\$ 11,615

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

FY 2023-24 Receipts Applicable to SCGR	\$ 252,498
x 8% Service Charge	\$ 20,200
FY 2022-23 Receipts Applicable to SCGR	\$ 252,498
x 8% Service Charge	\$ 20,200

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Eighth Judicial Circuit
	20-2-974008

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	787,887.19	(A)	-	787,887.19
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	7.80	(D)	-	7.80
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>787,894.99</b>	(F)	<b>-</b>	<b>787,894.99</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	5,000.00	(H)	-	5,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	5,696.95	(J)	-	5,696.95
<b>Unreserved Fund Balance, 07/01/22</b>	<b>777,198.04</b>	(K)	<b>-</b>	<b>777,198.04</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

	<b>Budget Period: 2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Eighth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974008

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>777,198.04</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved 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)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>777,198.04</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>777,198.04</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-24 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 9<sup>th</sup> Judicial 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 \$55,000 during FY 2023-2024 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/ hr with 30 minutes minimum.

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:** The 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-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 339032**

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>			<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Children and Families FID #2261	001500	240,000.00	120,000	240,000	100610	Monika Patel A01 10/11/21 A02 & A03 GR Transfer; Not on DCF form
	<b>TOTAL</b>	240,000.00	120,000.00	240,000.00		

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Ninth Judicial Circuit
	20-2-339032

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,021,993.71	(A)	-	1,021,993.71
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	66,667.34	(D)	-	66,667.34
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,088,661.05</b>	(F)	<b>-</b>	<b>1,088,661.05</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,088,661.05</b>	(K)	<b>-</b>	<b>1,088,661.05</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Ninth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339032

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,088,661.05 (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:** 1,088,661.05 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,088,661.05 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 9<sup>th</sup> Judicial 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 with 24-year history, our collections have been consistently above averaging every year. Monthly collection data is monitored. If there is a negative change in collections, efforts are in place to determine the cause and ways to improve the collections. Based on this documented data collection, the projections are as follows:

	<b>Estimated Receipts <u>FY2022-23</u></b>	<b>Estimated Receipts <u>FY 2023-24</u></b>
<b>Article V Traffic Fines</b>	<b>\$153,362</b>	<b>\$ 153,362</b>
<b>Fees</b>	<b>\$640,000</b>	<b>\$ 680,000</b>
<b>Restitution</b>	<b>\$780,000</b>	<b>\$ 850,000</b>
<b>Total</b>	<b>\$1,573,362</b>	<b>\$ 1,683,362</b>

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 09’s estimated receipts are \$153,362 for FY 2022-2023 and \$153,362 for FY 2023-2024.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 793,362
Less 8% Service Charge	\$ (63,469)
= Receipts Applicable to 5% Assessment	\$ 729,893
x 5% State Trust Fund Reserve	\$ 36,495

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

FY 2023-24 Receipts Applicable to SCGR	\$ 833,362
x 8% Service Charge	\$ 66,669
FY 2022-23 Receipts Applicable to SCGR	\$ 793,362
x 8% Service Charge	\$ 63,469

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Ninth Judicial Circuit
	20-2-974009

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,641,051.05	(A)		2,641,051.05
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	15.67	(D)		15.67
ADD: Correct Accounts Receivable Entry		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>2,641,066.72</b>	(F)	-	<b>2,641,066.72</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	14,921.30	(J)		14,921.30
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,626,145.42</b>	(K)	-	<b>2,626,145.42</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Ninth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974009

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,626,145.42 (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:** 2,626,145.42 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,626,145.42 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender, 10<sup>th</sup> Judicial Circuit**

**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:**

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 2022/23 or any fiscal year following.

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Tenth Judicial Circuit
	20-2-339033

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	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
<b>Total Cash plus Accounts Receivable</b>	<b>0.00</b>	(F)	<b>0.00</b>	<b>0.00</b>
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
<b>Unreserved Fund Balance, 07/01/22</b>	<b>0.00</b>	(K)	<b>0.00</b>	<b>0.00</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

**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

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender, 10<sup>th</sup> Judicial 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 2021/2022 Indigent Criminal Defense Trust Fund revenue decreased in collections by 17.5% in comparison to Fiscal Year 2020/2021 revenue. As there are no new policies or laws that might help to increase collections, a 2.5% decrease in revenue is estimated for Fiscal Year 2022/2023 and Fiscal Year 2023/2024. This decrease is based on an eight-year polynomial regression.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 10’s estimated receipts are \$107,946 for FY 2022-2023 and \$107,946 for FY 2023-2024.

	<u>FY 21/22</u>	<u>-2.5%</u>	<u>FY 22/23</u>	<u>-2.5%</u>	<u>FY 23/24</u>
Fees	\$337,971	-\$8,449	\$329,522	-\$8,238	\$321,284
Restitution	\$413,177	-\$10,329	\$402,848	-\$10,071	\$392,777
Traffic	<u>\$101,517</u>	<u>N/A</u>	<u>\$107,946</u>	<u>N/A</u>	<u>\$107,946</u>
<b>Total</b>	<b>\$852,665</b>	<b>-\$18,778</b>	<b>\$840,316</b>	<b>-\$18,309</b>	<b>\$822,007</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 437,468
Less 8% Service Charge	\$ (34,997)
= Receipts Applicable to 5% Assessment	\$ 402,471
x 5% State Trust Fund Reserve	\$ 20,124

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

FY 2023-24 Receipts Applicable to SCGR	\$ 429,230
x 8% Service Charge	\$ 34,338
FY 2022-23 Receipts Applicable to SCGR	\$ 437,468
x 8% Service Charge	\$ 34,997

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Tenth Judicial Circuit
	20-2-974010

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,791,333.58	(A)	-	1,791,333.58
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	11.03	(D)	-	11.03
ADD: Correct Accounts Receivable		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,791,344.61</b>	(F)	<b>-</b>	<b>1,791,344.61</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	11,056.58	(J)	-	11,056.58
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,780,288.03</b>	(K)	<b>-</b>	<b>1,780,288.03</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Tenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974010

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,780,288.03 (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:** 1,780,288.03 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,780,288.03 (F)

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

**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 11<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Sonya Bellinger**

**Telephone #: 305-545-1907**

\*\*\*\*\*

**Revenue Estimating Methodology:**

Revenue estimates are based on anticipated contractual receipts. The estimates for each contract are listed below.

<b>REVENUE SOURCE</b>	<b>Anticipated Receipts FY 2022-23</b>	<b>Anticipated Receipts FY 2023-24</b>
PD11 Early Representation Unit-(FS 29.008(2)(c))/ Miami-Dade County	\$1,159,000	\$1,159,000
PD11 County Grant Miami-Dade IT Staff-(FS 29.008(1)(f)(2))/ Miami-Dade County	\$384,000	\$384,000
Local Ordinance Defense - Svc Chg Exempt (Miami-Dade County, Village of 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
<b>Total anticipated receipts</b>	<b>\$1,558,100</b>	<b>\$1,558,100</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 15,000
x 8% Service Charge	\$ 1,200
FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Eleventh Judicial Circuit
	20-2-339031

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,297,822.75	(A)		3,297,822.75
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>3,297,822.75</b>	(F)	-	<b>3,297,822.75</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,297,822.75</b>	(K)	-	<b>3,297,822.75</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Eleventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339031

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,297,822.75 (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:** 3,297,822.75 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,297,822.75 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 11<sup>th</sup> Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Sonya Bellinger**

**Telephone # 305-545-1907**

\*\*\*\*\*

**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.**

**ICDTF Application Fees & Restitution** –This agency has based the estimates upon revenue averages from the prior three fiscal year collections. PD11 is anticipating the FY22-23 collections to normalize and align with pre-Covid year collection averages. Based on the unknowns at this time, we would request the ability to revise later in the current fiscal year when there is more actual collection data to review and amend both current and request year totals as needed.

In addition, the office will continue to work with the Clerk of the Courts and other agencies who accept payments from our clients in order to maximize collections.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 11’s estimated receipts are \$399,904 for FY 2022-2023 and \$399,904 for FY 2023-2024.

Description	FY 2022-23	FY 2023-24
INDIGENT CRIMINAL DEFENSE APPLICATION FEES	\$ 450,000	\$ 450,000
RESTITUTION	\$ 410,000	\$ 410,000

ARTICLE V TRAFFIC FINES	\$ 399,904	\$ 399,904
\$250 SURCHARGE-PROSECUTE CRIM USE PERSONAL ID	\$ 7,000	\$ 7,000
COMBINED TOTAL ESTIMATE	\$ 1,266,904	\$ 1,266,904

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 849,904
Less 8% Service Charge	\$ (67,992)
= Receipts Applicable to 5% Assessment	\$ 781,912
x 5% State Trust Fund Reserve	\$ 39,096

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

FY 2023-24 Receipts Applicable to SCGR	\$ 849,904
x 8% Service Charge	\$ 67,992
FY 2022-23 Receipts Applicable to SCGR	\$ 849,904
x 8% Service Charge	\$ 67,992

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Eleventh Judicial Circuit
	20-2-974011

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,312,169.57	(A)	-	3,312,169.57
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	40.85	(D)	-	40.85
ADD: Correct Accounts Receivable		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,312,210.42</b>	(F)	<b>-</b>	<b>3,312,210.42</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	16,275.37	(J)	-	16,275.37
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,295,935.05</b>	(K)	<b>-</b>	<b>3,295,935.05</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Department Title:</b>	<b>Budget Period: 2023-2024</b> Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Eleventh Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974011

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,295,935.05 (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:** 3,295,935.05 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,295,935.05 (F)

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

**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: Public Defender, 12<sup>th</sup> Judicial 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 County reimburses the salaries and benefits for (1) full time Attorney for and (1) full time Legal Assistant

Manatee County reimburses the salaries and benefits for (1) full time attorney and (1) full time Legal Assistant and (1) 25% Legal Assistant.

**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, Manatee and Desoto County reimburses the salaries and benefits of (3) full time IT people in Sarasota and (1) full time IT person for Manatee County and (1) 20% in Desoto 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 IT person handles scanning, forms and assists the Systems Administrator with other projects and duties.

**Mental Health 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. Assisting clients with Mental Health issues, finding placement in appropriate programs and assisting them with medications requirements.

Sarasota County reimburses the salaries and benefits for (1) 11.25% Attorney and (1) 2.5% Legal Assistant.

**DUI 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. A Diversion program for DUI offenders to alleviate the caseload with regular misdemeanor cases.

Sarasota County reimburses the salaries and benefits for (1) 17.5% Attorney and (1) 2.5% Legal Assistant.

**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. Assist Veterans with programs geared towards helping them with criminal cases with the assistance of the Veteran's Hospital programs.

Sarasota County reimburses the salaries and benefits for (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% Attorney and (1) .50% Legal Assistant.

**Preventing Unnecessary Incarceration 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. These Violation of Probation cases take the caseload of the

line attorneys who handle serious cases and are also considered a fast-track program with a quicker outcome and less jail time.

Sarasota County reimburses salaries and benefits for (1) full time Attorney and (1) full time Legal Assistant.

	<u><b>FY22-23</b></u>	<u><b>FY23-24</b></u>
County/City Ordinance Defense Contracts	\$ 33,062	\$ 34,054
Drug Court-Sarasota	\$222,235	\$226,551
Drug Court-Manatee	\$227,529	\$231,947
IT Contract-Desoto	\$12,810	\$13,059
IT Contract-Manatee	\$94,581	\$96,418
IT Contract-Sarasota	\$301,050	\$306,896
Courts Assisting Veteran's Court-S	\$85,855	\$87,521
Comprehensive Treatment Court-S	\$ 92,786	\$ 94,588
Preventing Unnecessary Incarceration Court-S	\$224,825	\$229,191
Mental Health-S	\$ 11,185	\$ 11,402
DUI Court-S	<u>\$ 22,268</u>	<u>\$ 22,752</u>
<b>Total</b>	<b>\$1,328,186</b>	<b>\$1,354,379</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 33,062
Less 8% Service Charge	\$ (2,645)
= Receipts Applicable to 5% Assessment	\$ 30,417
x 5% State Trust Fund Reserve	\$ 1,521

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

FY 2023-24 Receipts Applicable to SCGR	\$ 34,054
x 8% Service Charge	\$ 2,724
FY 2022-23 Receipts Applicable to SCGR	\$ 33,062

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Twelfth Judicial Circuit
	20-2-339035

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,093,664.82	(A)	-	1,093,664.82
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	324,558.31	(D)	-	324,558.31
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,418,223.13</b>	(F)	<b>-</b>	<b>1,418,223.13</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	18,503.50	(H)	-	18,503.50
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	908.00	(J)	-	908.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,398,811.63</b>	(K)	<b>-</b>	<b>1,398,811.63</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Twelfth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339035

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1,398,811.63"/> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="1,398,811.63"/> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="1,398,811.63"/> (F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*
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**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE

## FY 2023-2024 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit / Office Name: Public Defender Office 12th Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund ID # 2974**

**Name of Person Completing This Form: Maryanne Conlan**

**Telephone # 941-861-4528**

\*\*\*\*\*

### **Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1997, and now there exists an over 25-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.

Revenues from I.D. Fraud surcharges, per F.S. 817.568 were also combined with this trust fund three years ago. Receipts for I.D. Fraud charges have risen 43% from FY 19-20 to FY 21-22 and are on track to exceed the FY 21-22 total in FY 22-23.

Receipts from ICDTF fees and restitution have averaged \$530,485 over the last 4 fiscal years. In FY 20-21 we received well over our projected deposits, due to the Florida Rights Restoration Coalition. Deposits for FY 21-22 came in on par with our standard deposits. We anticipate that our FY 22-23 deposits will be reflective of our average amounts as well.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, PD 12's estimated receipts are \$135,782 for FY 2022-2023 and \$135,782 for FY 2023-2024.

	<b>Estimated Receipts <u>FY 22/23</u></b>	<b>Increase <u>          </u></b>	<b>Receipts <u>FY 23/24</u></b>
<b>Fees</b>	<b>\$250,950</b>	<b>3%</b>	<b>\$258,478</b>
<b>Restitution</b>	<b>\$304,080</b>	<b>3%</b>	<b>\$313,202</b>
<b>Article V Fines</b>	<b>\$135,782</b>	<b>0%</b>	<b>\$135,782</b>
<b>\$250 Surcharge</b>	<b><u>\$579</u></b>		<b><u>\$596</u></b>
<b>Subtotal</b>	<b>\$691,391</b>	<b>3%</b>	<b>\$708,058</b>

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**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 386,732
Less 8% Service Charge	\$ (30,939)
= Receipts Applicable to 5% Assessment	\$ 355,793
x 5% State Trust Fund Reserve	\$ 17,790

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

FY 2023-24 Receipts Applicable to SCGR	\$ 394,260
x 8% Service Charge	\$ 31,541
FY 2022-23 Receipts Applicable to SCGR	\$ 386,732
x 8% Service Charge	\$ 30,939

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Twelfth Judicial Circuit
	20-2-974012

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	453,450.25	(A)	-	453,450.25
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	13.87	(D)	-	13.87
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>453,464.12</b>	(F)	<b>-</b>	<b>453,464.12</b>
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)	8,442.55	(J)	-	8,442.55
<b>Unreserved Fund Balance, 07/01/22</b>	<b>443,021.57</b>	(K)	<b>-</b>	<b>443,021.57</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

	<b>Budget Period: 2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Twelfth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974012

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="443,021.57"/>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="443,021.57"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="443,021.57"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender, 13<sup>th</sup> Judicial 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 FY2022-2023 and FY2023-2024 is \$459,888.

**Veteran's Service Program:** The Public Defender's Office will be awarded \$109,717 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><b>FY 21/22</b></u>	<u><b>FY22/23</b></u>
County/City Ordinance Defense Contracts	\$ 37,500	\$ 37,500
County IT/Interpretation Contract	\$459,888	\$459,888
Veteran's Service Program	\$109,717	\$109,717
Mental Health Jail Diversion Program	<u>\$ 117,000</u>	<u>\$117,000</u>
<b>Total</b>	<u><b>\$724,105</b></u>	<u><b>\$724,105</b></u>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 154,500
Less 8% Service Charge	\$ (12,360)
= Receipts Applicable to 5% Assessment	\$ 142,140
x 5% State Trust Fund Reserve	\$ 7,107

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

FY 2023-24 Receipts Applicable to SCGR	\$ 154,500
x 8% Service Charge	\$ 12,360
FY 2022-23 Receipts Applicable to SCGR	\$ 154,500
x 8% Service Charge	\$ 12,360

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Thirteenth Judicial Circuit
	20-2-339038

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,364,421.20	(A)		2,364,421.20
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	583,888.00	(D)		583,888.00
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>2,948,309.20</b>	(F)	-	<b>2,948,309.20</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	72.00	(J)		72.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,948,237.20</b>	(K)	-	<b>2,948,237.20</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Thirteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339038

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,948,237.20 (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:** 2,948,237.20 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,948,237.20 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender, 13<sup>th</sup> Judicial 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 26 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, 13<sup>th</sup> Judicial Circuit has seen nominal increases in collections. Based upon current collections and the reopening of the courts, our Circuit’s assessment and collection of Fees and Fines for FY 22/23 will increase.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 13’s estimated receipts are \$295,032 for FY 2022-2023 and \$295,032 for FY 2023-2024.

	<b>Estimated Revenues <u>FY 22/23</u></b>	<b>Estimated Revenues <u>FY 23/24</u></b>	
<b>Fees:</b>	\$581,778	\$581,778	Indigent Criminal Defense Fees
<b>Fines:</b>	\$506,546	\$506,546	Restitution (Fines)
<b>Traffic Fines:</b>	\$295,032	\$295,032	
<b>Personal ID:</b>	<u>\$ 6,072</u>	<u>\$ 6,072</u>	
	\$1,389,428	\$1,389,428	

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 876,810
Less 8% Service Charge	\$ (70,145)
= Receipts Applicable to 5% Assessment	\$ 806,665
x 5% State Trust Fund Reserve	\$ 40,333

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

FY 2023-24 Receipts Applicable to SCGR	\$ 876,810
x 8% Service Charge	\$ 70,145
FY 2022-23 Receipts Applicable to SCGR	\$ 876,810
x 8% Service Charge	\$ 70,145

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Thirteenth Judicial Circuit
	20-2-974013

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,860,859.19	(A)	-	3,860,859.19
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	12,371.81	(D)	-	12,371.81
ADD: Correct Accounts Receivable		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>3,873,231.00</b>	(F)	<b>-</b>	<b>3,873,231.00</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	66,000.00	(H)	-	66,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	14,423.73	(J)	-	14,423.73
<b>Unreserved Fund Balance, 07/01/22</b>	<b>3,792,807.27</b>	(K)	<b>-</b>	<b>3,792,807.27</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Thirteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974013

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 3,792,807.27 (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:** 3,792,807.27 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 3,792,807.27 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender, 14<sup>th</sup> Judicial 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.

Ordinance Defense Contract: FY22/23 and FY23/24	\$15,000
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IT Contract: FY22/23 and FY23/24	\$61,705
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**5 Percent State Trust Fund Reserve:**

FY 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 15,000
x 8% Service Charge	\$ 1,200
FY 2022-23 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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fourteenth Judicial Circuit
	20-2-339039

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	153,948.81	(A)	-	153,948.81
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	4,995.21	(D)	-	4,995.21
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>158,944.02</b>	(F)	<b>-</b>	<b>158,944.02</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	512.62	(J)	-	512.62
<b>Unreserved Fund Balance, 07/01/22</b>	<b>158,431.40</b>	(K)	<b>-</b>	<b>158,431.40</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fourteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339039

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>158,431.40</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS)Adjustments :**

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

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

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

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

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>158,431.40</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>158,431.40</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE

## 2023-2024 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit / Office Name: Public Defender Office, 14<sup>th</sup> Judicial 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 27-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 2022/2023 is expected to be around 0% and 2023/2024 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 July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit's pro-rata share of the total actual receipts for FY 2021-22, PD 14's estimated receipts are \$63,383 for FY 2022-2023 and \$63,383 for FY 2023-2024.

ICDTF Fees	211,487
ICDTF Restitution/Refunds	<u>524,855</u>
<u>Total ICDTF 2022/2023</u>	<u>794,628</u>

ICDTF Fees	213,602
ICDTF Restitution/Refunds	<u>524,855</u>
<u>Total ICDTF 2023/2024</u>	<u>801,940</u>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 274,870
Less 8% Service Charge	\$ (21,990)
= Receipts Applicable to 5% Assessment	\$ 252,880
x 5% State Trust Fund Reserve	\$ 12,644

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

FY 2023-24 Receipts Applicable to SCGR	\$ 276,985
x 8% Service Charge	\$ 22,159
FY 2022-23 Receipts Applicable to SCGR	\$ 274,870
x 8% Service Charge	\$ 21,990

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fourteenth Judicial Circuit
	20-2-974014

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,597,156.96	(A)	-	2,597,156.96
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	6.47	(D)	-	6.47
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>2,597,163.43</b>	(F)	<b>-</b>	<b>2,597,163.43</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	5,903.93	(J)	-	5,903.93
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,591,259.50</b>	(K)	<b>-</b>	<b>2,591,259.50</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

<b>Budget Period:</b>	<b>2023-2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fourteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974014

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Circuit, 15<sup>th</sup> Judicial 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 2022 - 2023 and FY 2023 - 2024 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.
Royal Palm Beach Municipal Agreement:	\$ 1,200.
West Palm Beach Municipal Agreement:	\$ 7,200.
City of Delray Beach Municipal Agreement:	\$ 1,800.
City of Lake Worth Municipal Agreement:	\$ 8,400.
Palm Beach County CJC Grant Client Navigator:	\$ 303,662.
Paper Record Reduction Project – Reimbursement	<u>\$ 70,000.</u>
Total:	\$ 404,262.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 100,600
Less 8% Service Charge	\$ (8,048)
= Receipts Applicable to 5% Assessment	\$ 92,552
x 5% State Trust Fund Reserve	\$ 4,628

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

FY 2023-24 Receipts Applicable to SCGR	\$ 100,600
x 8% Service Charge	\$ 8,048
FY 2022-23 Receipts Applicable to SCGR	\$ 100,600
x 8% Service Charge	\$ 8,048

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fifteenth Judicial Circuit
	20-2-339042

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	203,753.05	(A)	-	203,753.05
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	56,480.86	(D)	-	56,480.86
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>260,233.91</b>	(F)	<b>-</b>	<b>260,233.91</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	428.00	(J)	-	428.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>259,805.91</b>	(K)	<b>-</b>	<b>259,805.91</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fifteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339042

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 259,805.91 (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:** 259,805.91 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 259,805.91 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: Public Defender Office, 15<sup>th</sup> Judicial 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 Office of the Public Defender; 15<sup>th</sup> Judicial Circuit is estimating that collections for FY 2022 - 2023 to be about the same as FY 2021 - 2022 actual collections for Fees and Restitution due to an improved economy, improved job market, and the courts returning to almost full functions after COVID-19 reductions.

For FY 2022 - 2023 The Office is estimating: Fees to be \$380,000 and Restitution to be \$456,300. For Fraud Use of Personal ID the Office saw actual percentage increases for FY 2019-2020 to FY 2020 - 2021 of 84% and FY 2020 - 2021 to FY 2021 - 2023 of 61% which is extremely high and we expect it to level off. Since this a relatively new collect category we are estimating a 20% increase for FY 2022 -2023 of \$14,670.

For FY 2023-2024 the Office is estimating a 10% increase above FY 2022 - 2023. The Office is estimating Fees to be \$418,000 and Restitution to be \$501,930 for FY 2023 - 2024. The Office is estimating Fraud Use of Personal ID to be \$16,137. for FY 2023-2024.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 15’s estimated receipts are \$186,932 for FY 2022-2023 and \$186,932 for FY 2023-2024.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 566,932
Less 8% Service Charge	\$ (45,355)
= Receipts Applicable to 5% Assessment	\$ 521,577
x 5% State Trust Fund Reserve	\$ 26,079

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

FY 2023-24 Receipts Applicable to SCGR	\$ 604,932
x 8% Service Charge	\$ 48,395
FY 2022-23 Receipts Applicable to SCGR	\$ 566,932
x 8% Service Charge	\$ 45,355

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

Not applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Fifteenth Judicial Circuit
	20-2-974015

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,087,015.10	(A)	-	4,087,015.10
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	19.10	(D)	-	19.10
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>4,087,034.20</b>	(F)	<b>-</b>	<b>4,087,034.20</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	13,447.69	(J)	-	13,447.69
<b>Unreserved Fund Balance, 07/01/22</b>	<b>4,073,586.51</b>	(K)	<b>-</b>	<b>4,073,586.51</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

<b>Budget Period:</b>	<b>2023-2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Fifteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974015

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 4,073,586.51 (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:** 4,073,586.51 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 4,073,586.51 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Circuit, 16<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Alyssa Curry**

**Telephone # 305-295-3141**

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**Revenue Estimating Methodology**

The 16<sup>th</sup> Circuit has two sources of revenue for the Grants and Donations Trust fund. There are contracts for Municipal Ordinance Defense with the City of Key West and the Monroe County Board of County Commissioners. The actual revenue for FY 21/22 was \$3,400. The projected amount for FY 22/23 is based on the projected number of cases or \$3,468 and for FY 23/24 \$3,537. The number of cases for FY 21/22 have been impacted due to the pandemic and could possibly remain low during the next year. It is possible for these cases to see a steady rise due to high travel to the area therefore, the revenue is projected to increase by 2% for FY 21/22 and FY22/23.

	<u>FY 21/22</u>	<u>2%</u>	<u>FY 22/23</u>	<u>2%</u>	<u>FY 23/24</u>
<b>Local Ord.</b>	<b>\$3,400</b>	<b>\$68</b>	<b>\$3,468</b>	<b>\$69</b>	<b>\$3,537</b>
<b>Defense</b>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<b>Total</b>	<b>\$ 3,400</b>	<b>\$ 68</b>	<b>\$3,468</b>	<b>\$69</b>	<b>\$3,537</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 3,468
Less 8% Service Charge	\$ (277)
= Receipts Applicable to 5% Assessment	\$ 3,191
x 5% State Trust Fund Reserve	\$ 160

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

FY 2023-24 Receipts Applicable to SCGR	\$ 3,537
x 8% Service Charge	\$ 283
FY 2022-23 Receipts Applicable to SCGR	\$ 3,468
x 8% Service Charge	\$ 277

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Sixteenth Judicial Circuit
	20-2-339026

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	31,692.91	(A)		31,692.91
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>31,692.91</b>	(F)	-	<b>31,692.91</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>31,692.91</b>	(K)	-	<b>31,692.91</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Sixteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339026

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>31,692.91</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
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**Add/Subtract Statewide Financial Statement (SWFS)Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	_____ (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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>31,692.91</b> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>31,692.91</b> (F)
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<b>DIFFERENCE:</b>	<b>0.00</b> (G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 16<sup>th</sup> Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Alyssa Curry**

**Telephone # 305-295-3141**

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**Revenue Estimating Methodology**

Fiscal Year 2021-22 Indigent Criminal Defense Trust Fund revenue was \$54,729.54 for Fees and \$48,346.90 for restitution. This Agency in conjunction with the Clerk’s Office implemented new procedures to bolster collections. As there are no new policies or laws that might help to increase collections, a 3% increase in revenue is estimated for Fiscal Year 2022/23 and Fiscal Year 2023/24. This 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 July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 16’s estimated receipts are \$42,602 for FY 2022-2023 and \$42,602 for FY 2023-2024.

	<u>FY 21/22</u>	<u>3%</u>	<u>FY 22/23</u>	<u>3%</u>	<u>FY 23/24</u>
<b>Fees</b>	<b>\$54,729</b>	<b>\$1,642</b>	<b>\$56,371</b>	<b>\$1,691</b>	<b>\$58,062</b>
<b>Restitution</b>	<b>\$48,356</b>	<b>\$1,450</b>	<b>\$49,806</b>	<b>\$1,494</b>	<b>\$51,300</b>
<b>Traffic</b>	<u>          </u>	<u>          </u>	<u><b>\$42,602</b></u>	<u>          </u>	<u><b>\$42,602</b></u>
<b>Total</b>	<b>\$103,085</b>	<b>\$3,092</b>	<b>\$148,779</b>	<b>\$3,185</b>	<b>\$151964</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 56,371
Less 8% Service Charge	\$ (4,510)
= Receipts Applicable to 5% Assessment	\$ 51,861
x 5% State Trust Fund Reserve	\$ 2,593

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

FY 2023-24 Receipts Applicable to SCGR	\$ 58,062
x 8% Service Charge	\$ 4,645
FY 2022-23 Receipts Applicable to SCGR	\$ 56,371

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Sixteenth Judicial Circuit
	20-2-974016

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	649,984.98	(A)	-	649,984.98
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	4.35	(D)	-	4.35
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>649,989.33</b>	(F)	<b>-</b>	<b>649,989.33</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	1,918.39	(J)	-	1,918.39
<b>Unreserved Fund Balance, 07/01/22</b>	<b>648,070.94</b>	(K)	<b>-</b>	<b>648,070.94</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Sixteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974016

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; **648,070.94** (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:** **648,070.94** (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** **648,070.94** (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: Public Defender 17<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Ralph Oquendo**

**Telephone # 954-831-8688**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The revenue estimates are based upon our County IT budget allocation 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. Due to the continued stress from the pandemic, Broward County has greatly reduced our fund allocation amount from last year. The Grants and Donations Trust Fund for the Public Defender Office in the Seventeenth Judicial Circuit is funded by a county budget allocation each fiscal year. Our County IT 2022-23 budget is pending approval. If approved, it will be \$872,100. FY2023-24 estimated request for receipts is \$1,072,100.

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Seventeenth Judicial Circuit
	20-2-339049

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,498,610.24	(A)	-	1,498,610.24
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,498,610.24</b>	(F)	<b>-</b>	<b>1,498,610.24</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,498,610.24</b>	(K)	<b>-</b>	<b>1,498,610.24</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Seventeenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339049

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,498,610.24 (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:** 1,498,610.24 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,498,610.24 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: Public Defender 17<sup>th</sup> Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Ralph Oquendo**

**Telephone # 954-831-8688**

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**Revenue Estimating Methodology:**

The revenue estimates are based upon anticipated corrections in our clerk’s collection process. Our clerk is presently not assessing the ICDTF application fees on approximately 50% of our cases. This error has also affected the assessment of the Restitution as well. Our office has been 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: \$51,892 per month annualized \$622,704

Restitution: \$41,970 per month annualized \$503,640

Criminal Use of Personal ID: \$291 per month annualized \$3,500

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. Two months of clerk payments for Application fees and Restitution payments were available in August 2022 and came in above what was estimated monthly for FY23/24. This led to larger revenue estimate projections for FY22/23 than for FY 23/24.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the December 2021 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is projected to be \$2,800,000 for FY 2022-2023 and \$2,800,000 in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY

2021-2022, PD 17's anticipated revenues are \$230,901 in FY 2022-2023 and \$230,901 in FY 2023-2024.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 950,607
Less 8% Service Charge	\$ (76,049)
= Receipts Applicable to 5% Assessment	\$ 874,558
x 5% State Trust Fund Reserve	\$ 43,728

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

FY 2023-24 Receipts Applicable to SCGR	\$ 853,605
x 8% Service Charge	\$ 68,288
FY 2022-23 Receipts Applicable to SCGR	\$ 950,607
x 8% Service Charge	76,049

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Seventeenth Judicial Circuit
	20-2-974017

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,319,065.02	(A)	-	1,319,065.02
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	23.59	(D)	-	23.59
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,319,088.61</b>	(F)	<b>-</b>	<b>1,319,088.61</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards		(H)	-	-
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	9,705.74	(J)	-	9,705.74
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,309,382.87</b>	(K)	<b>-</b>	<b>1,309,382.87</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

	<b>Budget Period: 2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Seventeen Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974017

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="1,308,557.87"/>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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" value="825.00"/>	(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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="1,309,382.87"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="1,309,382.87"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**



**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: Public Defender Office, 18<sup>th</sup> Judicial Circuit**

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

**Name of Person Completing This Form: Carrie LeBeau**

**Telephone #: 321-617-7373**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The Grants and Donations Trust Fund for the Eighteenth Judicial Circuit Public Defender receives revenue each year from Brevard and Seminole Counties. Each county appropriates funding in their annual budget to provide for the information technology needs of this office, as required by Chapter 29.008 Florida Statutes. 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 and deposits.

Description	FY 2022-23	FY 2023-24
COUNTY INFO TECH PERSONNEL - BREVARD COUNTY	\$351,507	\$351,507
COUNTY INFO TECH PERSONNEL - SEMINOLE COUNTY	\$127,560	\$127,560

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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Eighteenth Judicial Circuit
	20-2-339050

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	500,013.50	(A)		500,013.50
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>500,013.50</b>	(F)	-	<b>500,013.50</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>500,013.50</b>	(K)	-	<b>500,013.50</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Eighteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339050

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 18<sup>th</sup> Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Carrie LeBeau**

**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.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 18’s estimated receipts are \$102,020 for FY 2022-2023 and \$102,020 for FY 2023-2024.

Description	FY 2022-23	FY 2023-24
INDIGENT CRIMINAL DEFENSE APPLICATION FEES	\$ 1,127,000	\$ 1,274,000
RESTITUTION	\$ 1,173,000	\$ 1,326,000
ARTICLE V TRAFFIC FINES	\$ 102,020	\$ 102,020
\$250 SURCHARGE CRIMINAL USE OF PERSONAL ID		
<b>Combined Total Estimate:</b>	<b>\$ 2,402,020</b>	<b>\$ 2,702,020</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,229,020
Less 8% Service Charge	\$ (98,322)
= Receipts Applicable to 5% Assessment	\$ 1,130,698
x 5% State Trust Fund Reserve	\$ 56,535

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,376,020
x 8% Service Charge	\$ 110,082
FY 2022-23 Receipts Applicable to SCGR	\$ 1,229,020
x 8% Service Charge	\$ 98,322

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Eighteenth Judicial Circuit
	20-2-974018

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,327,016.29	(A)	-	2,327,016.29
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	10.42	(D)	-	10.42
ADD: Correct Accounts Receivable Entry		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>2,327,026.71</b>	(F)	<b>-</b>	<b>2,327,026.71</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	32,516.70	(H)	-	32,516.70
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	13,327.05	(J)	-	13,327.05
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,281,182.96</b>	(K)	<b>-</b>	<b>2,281,182.96</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Eighteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974018

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="2,281,164.52"/>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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" value="18.44"/>	(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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="2,281,182.96"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="2,281,182.96"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name Public Defender Office 19<sup>th</sup> Judicial Circuit**

**Trust Fund Name Grants and Donations Trust Fund ID #2339**

**Name of Person Completing This Form: Didi Dickson**

**Telephone # 772-337-5666**

\*\*\*\*\*

**Revenue Estimating Methodology**

Revenue estimates for Fiscal Year 2023-2024 are based on contractual agreements and approved county budgets. We receive \$70,000 from Martin County, originally based on a Memorandum of Understanding (MOA) to help fund 1.5 positions for the Martin County Mental Health Court System. We receive \$94,000 from St. Lucie County for two positions that originated through a match from a DCF State Grant. Both amounts continue to be funded through the yearly County Budget Request process.

Our Ex-Offender Re-Entry Program has two sources of funding. Our office is currently in the process of negotiating our contract with the Circuit 19 Department of Children and Families (DCF), through its Managing Entity called the Southeast Florida Behavioral Health Network. Our hope is to increase the contract from \$160,000 to the amount of \$180,000, to coincide with the additional services that are being provided. This contracts currently funds a Clinical Coordinator, 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 are hoping to receive an additional \$35,000 for FY 22-23 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 2022-23 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 2023-24 Receipts Applicable to SCGR	\$ 164,000
x 8% Service Charge	\$ 13,120
FY 2022-23 Receipts Applicable to SCGR	\$ 164,000
x 8% Service Charge	\$ 13,120

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Nineteenth Judicial Circuit
	20-2-339051

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	17,018.75	(A)		17,018.75
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	14,402.50	(D)		14,402.50
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>31,421.25</b>	(F)	-	<b>31,421.25</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	3,280.00	(J)		3,280.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>28,141.25</b>	(K)	-	<b>28,141.25</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Nineteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339051

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 28,141.25 (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   (D)

  (D)

  (D)

  (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 28,141.25 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 28,141.25 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: Public Defender Office 19<sup>th</sup> Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund ID # 2974**

**Name of Person Completing This Form: Didi Dickson**

**Telephone # 772-337-5666**

\*\*\*\*\*

**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.

Revenues from I.D. Fraud surcharges, per F.S. 817.568 were also combined with this trust fund three years ago. Receipts for I.D. Fraud charges have risen 43% from FY 19-20 to FY 21-22 and are on track to exceed the FY 21-22 total in FY 22-23. Estimates for FY2022-23 are \$10,000 and for FY2023-24 are \$10,500.

Receipts from ICDTF fees and restitution have averaged \$1,415,424 over the last three fiscal years. In FY 20-21 we received well over our projected deposits, due to the Florida Rights Restoration Coalition. Deposits for FY 21-22 came in on par with our standard deposits. We anticipate that our FY 22-23 deposits will be reflective of our average amounts as well. Estimates for Restitution in FY 2022-23 are \$875,000 and for FY2023-24 are \$918,750. Estimated receipts for Fees in FY22-23 are \$375,000 and for FY2023-24 are \$393,750.

**Article V Traffic Fines:** Receipts from traffic fine collections per F.S. 318.18(19)(c) have averaged \$65,331 over the last four years and are expected to remain steady. Projections for Article V traffic fines are based on the July 2022 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all Public Defender Offices is

projected to be \$2,800,000 for FY 2021-2022 and \$2,800,000 in FY 2022-2023. Using each circuit's pro-rata share of the total actual receipts for FY 2020-2021, PD 19's estimated receipts are \$72,115 for FY 2021-2022 and \$72,115 for FY 2022-2023.

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 447,115
Less 8% Service Charge	\$ (35,769)
= Receipts Applicable to 5% Assessment	\$ 411,346
x 5% State Trust Fund Reserve	\$ 20,567

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

FY 2023-24 Receipts Applicable to SCGR	\$ 465,865
x 8% Service Charge	\$ 37,269
FY 2022-23 Receipts Applicable to SCGR	\$ 447,115
x 8% Service Charge	\$ 35,769

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

Note applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Nineteenth Judicial Circuit
	20-2-974019

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,700,830.00	(A)		1,700,830.00
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	7.37	(D)		7.37
ADD: Correct Accounts Receivable Entry		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1,700,837.37</b>	(F)	-	<b>1,700,837.37</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	17,000.00	(H)		17,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)	8,707.22	(J)		8,707.22
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,675,130.15</b>	(K)	-	<b>1,675,130.15</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

Office of Policy and Budget - July 2022

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Nineteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974019

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,675,130.15 (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:** 1,675,130.15 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,675,130.15 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office: Public Defender Office, 20<sup>th</sup> Judicial Circuit**  
**Trust Fund Name: Grants and Donations Trust Fund, FID# 2339**  
**Name of Person Completing This Form: Mark Humphrey**  
**Telephone #: 239-533-2911**

\*\*\*\*\*

**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 of the 20<sup>th</sup> Judicial Circuit’s Grants and Donations revenues projected for 2022-23 and 2023-24 are based on the aggregate funding levels for attorneys, support staff and IT positions funded by Lee, Collier, Charlotte, Hendry and Glades counties. Estimated revenues are derived from budgetary guidance received from our counties.

	Estimated Revenues	Estimated Revenues
	FY 2022-23	FY 2023-24
Lee County	\$1,297,597	\$1,297,597
Collier County	\$397,256	\$397,256
Charlotte County	\$215,045	\$215,045
Hendry County	\$21,996	\$21,996
Glades County	\$5,364	\$5,364
	\$1,937,258	\$1,937,258



**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Twentieth Judicial Circuit
	20-2-339041

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	-	(A)		-
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	412,178.63	(D)		412,178.63
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>412,178.63</b>	(F)	-	<b>412,178.63</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>412,178.63</b>	(K)	-	<b>412,178.63</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders - Twentieth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339041

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 412,178.63 (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:** 412,178.63 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 412,178.63 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Public Defender Office, 20<sup>th</sup> Judicial Circuit**

**Trust Fund Name: Indigent Criminal Defense Trust Fund, FID# 2974**

**Name of Person Completing This Form: Mark Humphrey**

**Telephone #: 239-533-2911**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The Public Defender of the 20<sup>th</sup> Judicial Circuit’s ICDTF revenues of \$849,593 for FY 2021-22 reflect a decrease of 13.19% or \$129,093 from the previous FY. This follows a year over year decline of 2.55% for FY 2020-2021. Comparably, FY years 2014 -2015 thru 2018-2019 had relatively flat revenues, averaging \$1,054,084.00 annually. The decline is attributed to the economic disruption resulting from the COVID-19 pandemic, as well as more recent inflationary pressures.

For FY 2022-23, the 20<sup>th</sup> Circuit is revising its revenue forecast down to \$856,6990 with \$381,209 (45%) from application fees, \$358,222 (42%) from restitution, \$113,351 in traffic fines, and \$3,917 (<1%) from ID fraud. As trends do not indicate a return to pre COVID-19 revenues, estimates were derived using most current fiscal year data.

Projections for FY 2023-24 are calculated by assuming a continuation of FY 22-23 projected levels.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2022 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 2022-2023 and \$2.8 M in FY 2023-2024. Using each circuit’s pro-rata share of the total actual receipts for FY 2021-22, PD 20’s estimated receipts are \$113,351 for FY 2022-2023 and \$113,351 for FY 2023-2024.

	<b><u>Actual</u></b> <b><u>2021-22</u></b>	<b><u>Estimate</u></b> <b><u>2022-23</u></b>	<b><u>Estimate</u></b> <b><u>2023-24</u></b>
<b>Application Fees</b>	\$381,025	\$381,209	\$381,209
<b>Restitution</b>	\$358,051	\$358,222	\$358,222
<b>Traffic Fines</b>	\$106,601	\$113,351	\$113,351
<b>ID Fraud</b>	\$ 3,916	\$ 3,917	\$ 3,917
<b>Total</b>	<b>\$ 849,593</b>	<b>\$856,699</b>	<b>\$856,699</b>

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 494,560
Less 8% Service Charge	\$ (39,565)
= Receipts Applicable to 5% Assessment	\$ 454,995
x 5% State Trust Fund Reserve	\$ 22,750

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

FY 2023-24 Receipts Applicable to SCGR	\$ 494,560
x 8% Service Charge	\$ 39,565
FY 2022-23 Receipts Applicable to SCGR	\$ 494,560
x 8% Service Charge	\$ 39,565

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders - Twentieth Judicial Circuit
	20-2-974020

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,527,067.40	(A)	-	1,527,067.40
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable	11.58	(D)	-	11.58
ADD: Correct Accounts Receivable		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,527,078.98</b>	(F)	<b>-</b>	<b>1,527,078.98</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	10,000.00	(H)	-	10,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: Other Accounts Payable (SCGR)	10,886.53	(J)	-	10,886.53
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,506,192.45</b>	(K)	<b>-</b>	<b>1,506,192.45</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders - Twentieth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974020

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>1,506,152.28</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved FCO Certified Forward per LAS/PBS		(D)
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A/P not C/F-Operating Categories	40.17	(D)
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	(D)
--	-----

	(D)
--	-----

	(D)
--	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>1,506,192.45</b>	(E)
--	---------------------	-----

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>1,506,192.45</b>	(F)
--	---------------------	-----

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



**Public Defenders**  
Appellate  
**Schedule I Series**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit / Office Name: Public Defender Appellate Office, 15th Judicial 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.

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Appellate - Fifteenth Judicial Circuit
	20-2-974015

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	92,318.84	(A)		92,318.84
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>92,318.84</b>	(F)	-	<b>92,318.84</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>92,318.84</b>	(K)	-	<b>92,318.84</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023 2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders Appellate - Fifteenth Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974015

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 92,318.84 (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:** 92,318.84 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 92,318.84 (F)

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

**\*SHOULD EQUAL ZERO.**

# **Budget Entity Level Exhibits or Schedules**

## **Capital Collateral Regional Councils**

**Budget Entities: 21701001, 21702001 and 21703001**

# **CAPITAL COLLATERAL REGIONAL COUNSELS**

## **Schedule I Series**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 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 (2020) 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 a proposed litigation budget submitted to the federal court for \$44,070, Capital Collateral Regional Counsel – Northern Region, reasonably anticipates and estimates the following for FY 2022-2023 and FY 2023-2024.

FY 2022-2023: 1 case at \$44,070 = \$44,070

FY 2023-2024: 1 case at \$44,070 = \$44,070

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Capital Collateral Regional Counsel Trust Fund
<b>LAS/PBS Fund Number:</b>	Capital Justice Representation - Northern Regional Counsel
	20-2-073003

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	0.00	(F)	-	<b>0.00</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	0.00	(K)	-	<b>0.00</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Capital Collateral Regional Counsel Trust Fund
<b>Budget Entity:</b>	Capital Justice Representation - Northern Regional Counsel
<b>LAS/PBS Fund Number:</b>	20-2-073003

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 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 case(s) listed below for FY 22-23 have CJA(s) outstanding, or just received in July 2022, and should be requested for federal reimbursement, or has already been requested for federal reimbursement. Note: A federal judge at the 11<sup>th</sup> Circuit has been indiscriminately, and without explanation, changing the amounts submitted, so it must be pointed out that this estimate can only be based upon what has been submitted. That estimate is subject to change. The case listed below for FY 23-24 is a known case that is progressing through the appeals process and should be completed during FY 23-24. There are other cases that may be assigned to CCRC-Middle that may need to be processed in FY 23-24. But, it is not known for sure if those cases will be assigned to CCRC-Middle. They have not, at this point. So, any estimates would just be conjecture.

**FY 22/23:** 2 Cases @ (1 for \$73,500 and 1 for \$27,500 = \$101,000)

**FY 23/24:** 1 Cases @ \$37,000 = \$37,000 **(ESTIMATE ONLY)**

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Capital Collateral Regional Counsel Trust Fund
<b>LAS/PBS Fund Number:</b>	Capital Justice Representation - Middle Regional Counsel
	20-2-073001

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,305,286.30	(A)	-	1,305,286.30
ADD: Other Cash (See Instructions)		(B)	-	-
ADD: Investments		(C)	-	-
ADD: Outstanding Accounts Receivable		(D)	-	-
ADD: _____		(E)	-	-
<b>Total Cash plus Accounts Receivable</b>	<b>1,305,286.30</b>	(F)	<b>-</b>	<b>1,305,286.30</b>
LESS Allowances for Uncollectibles		(G)	-	-
LESS Approved "A" Certified Forwards	20,000.00	(H)	-	20,000.00
Approved "B" Certified Forwards		(H)	-	-
Approved "FCO" Certified Forwards		(H)	-	-
LESS: Other Accounts Payable (Nonoperating)		(I)	-	-
LESS: _____		(J)	-	-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>1,285,286.30</b>	(K)	<b>-</b>	<b>1,285,286.30</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period:</b>	<b>2023-2024</b>
<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Capital Collateral Regional Counsel Trust Fund
<b>Budget Entity:</b>	Capital Justice Representation - Middle Regional Counsel
<b>LAS/PBS Fund Number:</b>	20-2-073001

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 1,285,286.30 (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:** 1,285,286.30 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 1,285,286.30 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE FORM**

**FY 2023-2024 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.C. s.3006A. The methodology used in determining the reimbursement is as follows:

When cases enter the federal courts, they are tracked through completion.

Reimbursement for the hours worked by attorneys and investigators along with applicable expenses are requested from federal courts. Based on the average reimbursement per case for the past 5 years, \$31,831.

CCRC-South estimates the following for FY 23-24:

FY 23-24: 6 Cases @ \$31,831 = \$190,986

**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

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Capital Collateral Regional Counsel Trust Fund
<b>LAS/PBS Fund Number:</b>	Capital Justice Representation - Southern Regional Counsel
	20-2-073002

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	580,567.28	(A)		580,567.28
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>580,567.28</b>	(F)	-	<b>580,567.28</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	10,000.00	(H)		10,000.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>570,567.28</b>	(K)	-	<b>570,567.28</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023-2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Capital Collateral Regional Counsel Trust Fund
<b>Budget Entity:</b>	Capital Justice Representation - Southern Regional Counsel
<b>LAS/PBS Fund Number:</b>	20-2-073002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>570,567.28</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS)Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved 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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>570,567.28</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>570,567.28</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,  
1<sup>st</sup> Region**

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

**Name of Person Completing This Form: Karen Hood, 1<sup>st</sup> Region**

**Telephone #: (850)922-0179**

\*\*\*\*\*

**Revenue Estimating Methodology:**

Historically RC1 has not utilized a Grants and Donations Trust Fund (“GDTF”). For FY 21-22 RC1’s established Grants and Donations Trust Fund authority of \$1,200,000 aligned to Salaries & Benefits, \$60,000 aligned to Operations, \$20,129 aligned to Due Process and \$3,276 for in Service Charges payable to DMS. This authority was given to RC1 in anticipation of receiving federal Title IV-E pass-through dollars from DCF. RC1 initially estimated that it could receive a maximum of \$1,283,405 in federal pass-through grant dollars during FY 21-22. As FY 21-22 has progressed RC1 is still negotiating grant agreements with DCF and is unsure if it will be able to claim the maximum that initially was estimated. Additionally, RC1 is not sure if all expenses originally considered will actually be Title IV-E reimbursable. RC1 estimates that if the grant agreements are executed in September of 2021 that RC1 will be able to claim a minimum of \$962,554, but could claim all 1,283,405, in revenue between all Grants and Donations appropriations and estimates up to a 10% increase for FY 22-23 for an estimated total of \$1,491,603 and for FY23-24 and estimated total of \$1,473,064.

**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 /Criminal Conflict & Civil Regional Counsel - First**

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 339133

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Children and Families FID #2261	001510	1,283,405	\$ 1,491,603	\$ 1,473,064	181011	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/11/22
	<b>TOTAL</b>	1,283,405.00	1,491,603.00	1,473,064.00		

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - First
	20-2-339133

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,087.41	(A)		1,087.41
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	1,283,405.00	(D)		1,283,405.00
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>1,284,492.41</b>	(F)	-	<b>1,284,492.41</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	1,288,165.00	(H)		1,288,165.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Adjustment (CY CF Reversion)	(3,672.59)	(I)		(3,672.59)
LESS: Other Accounts Payable (SCGR)		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>(0.00)</b>	(K)	-	<b>(0.00)**</b>

**Notes:**

\*SWFS = Statewide Financial Statement

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



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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - First
<b>LAS/PBS Fund Number:</b>	20-2-339133

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(3,672.59)"/> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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Adjustment: CY Certified Forward Reversions	<input type="text" value="3,672.59"/> (D)
---	---

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

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

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 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 21/22 actual revenue (\$1799) and divided by the number of Civil Dependency Cases in FY 21/22 (1496) and came up with \$1.20 per case. Revenue estimates are based on a 15% growth in case per year x \$1.20 per case.

$$1496 \times 15\% = 224$$

$$1496 + 224 = 1720 \text{ cases in FY 22/23}$$

$$1720 \times \$1.20 = \$2,064 \text{ in FY 22/23}$$

$$1720 \times 15\% = 258$$

$$1720 + 258 = 1978 \text{ cases in FY 23/24}$$

$$1978 \times \$1.20 = \$2,373.60 \text{ in FY 23/24}$$

Fees: RCC1 used FY 21/22 actual revenue (\$3054) and divided by the number of Civil Dependency Cases in FY 21/22 (1496) and came up with \$2.04 per case. Revenue estimates are based on a 15% growth in cases per year x \$2.04 per case.

$$1496 \times 15\% = 224$$

1496 + 224 = 1720 cases in FY 22/23

1720 x \$2.04 = \$3,508 in FY 22/23

1720 x 15% = 258

1720 + 258 = 1978 cases in FY 23/24

1978 x \$2.04 = \$4747.20 in FY 23/24

Refunds: No refunds are expected for FY 22/23 and 23/24

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 3,508
Less 8% Service Charge	\$ (281)
= Receipts Applicable to 5% Assessment	\$ 3,227
x 5% State Trust Fund Reserve	\$ 161

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

FY 2023-24 Receipts Applicable to SCGR	\$ 4,747
x 8% Service Charge	\$ 380
FY 2022-23 Receipts Applicable to SCGR	\$ 3,508
x 8% Service Charge	\$ 281

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - First
	20-2-976001

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,059.95	(A)		3,059.95
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>3,059.95</b>	(F)	<b>0.00</b>	<b>3,059.95</b>
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)	75.68	(J)		75.68
<b>Unreserved Fund Balance, 07/01/22</b>	<b>2,984.27</b>	(K)	<b>0.00</b>	<b>2,984.27</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Civil Defense Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - First
<b>LAS/PBS Fund Number:</b>	20-2-976001

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 2,984.27 (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:** 2,984.27 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 2,984.27 (F)

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

**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE FORM

## FY 2023-2024 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,  
2<sup>nd</sup> District**

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

**Name of Person Completing This Form: Elena Pokamestova**

**Telephone Number: (239) 208-6925**

\*\*\*\*\*

### **Revenue Estimating Methodology:**

The Office of Criminal Conflict & Civil Regional Counsel, 2<sup>nd</sup> 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: Actual reimbursements totaled \$78,160

FY 2019 – 2020: Actual reimbursements totaled \$78,160

FY 2020 – 2021: Actual reimbursements total \$78,160

FY 2021 – 2022: Anticipated reimbursements total \$78,160

FY 2022 – 2023: Projected reimbursements total \$78,160

FY 2023 – 2024: Projected reimbursements total \$78,160

Anticipated / Projected future reimbursement amounts will not change.

**Title IV-E Revenue Estimating Methodology:**

Title IV-E anticipated/projected revenue is based off our dependency attorney's and the number of cases that are Title IV-E applicable.

**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 /Criminal Conflict & Civil Regional Counsel - Second**

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 339134

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Children and Families FID #2261	001510	878,675	\$ 878,850	\$ 878,850	181011	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/11/22
	<b>TOTAL</b>	878,675.00	878,850.00	878,850.00		

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



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Second
	20-2-339134

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	156,320.00	(A)		156,320.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	878,675.00	(D)		878,675.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>1,034,995.00</b>	(F)	<b>0.00</b>	<b>1,034,995.00</b>
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	850,701.00	(H)		850,701.00
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
<b>Unreserved Fund Balance, 07/01/22</b>	<b>184,294.00</b>	(K)	<b>0.00</b>	<b>184,294.00</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - Second
<b>LAS/PBS Fund Number:</b>	20-2-339134

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>(90,431.00)</b>	(A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>		(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

Approved "B" Carry Forward (Encumbrances) per LAS/PBS		(D)
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Approved FCO Certified Forward per LAS/PBS		(D)
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A/P not C/F-Operating Categories	274,725.00	(D)
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		(D)
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		(D)
--	--	-----

		(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>184,294.00</b>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<b>184,294.00</b>	(F)
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<b>DIFFERENCE:</b>	<b>0.00</b>	(G)*
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**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE

## FY 2023-2024 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,  
2<sup>nd</sup> District**

**Trust Fund Name: Indigent Civil Defense Trust Fund, FID# 2976**

**Name of Person Completing This Form: Elena Pokamestova**

**Telephone Number: (239) 208-6925**

\*\*\*\*\*

**Revenue Estimating Methodology:**

The Office of Criminal Conflict & Civil Regional Counsel, 2<sup>nd</sup> 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	
	\$ 9,762.62	
Fees & Restitution:		\$ 9,219.03
*Deposit:		\$ 16,092.00
Actual:		\$ 25,311.03

\* This was an isolated and irregular occurrence.

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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
FY 2017 – 2018: (3% of FY 16-17 Actual)	\$12,115.62	\$12,883.60
FY 2018 – 2019: (3% of FY 17-18 Actual)	\$13,270.11	\$12,858.00
FY 2019 – 2020: (3% of FY 18-19 Actual)	\$13,243.74	\$12,372.21
FY 2020 – 2021: (3% of FY 19-20 Actual)	\$12,743.38	\$11,742.00
FY 2021 – 2022: (3% of FY 20-21 Actual)	\$12,094.26	\$14,739.00
FY 2023 – 2024: (3% of FY 21-22 Projected)	\$15,181.00	

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 6,224
Less 8% Service Charge	\$ (498)
= Receipts Applicable to 5% Assessment	\$ 5,726
x 5% State Trust Fund Reserve	\$ 286

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

FY 2023-24 Receipts Applicable to SCGR	\$ 6,224
x 8% Service Charge	\$ 498
FY 2022-23 Receipts Applicable to SCGR	\$ 6,224
x 8% Service Charge	\$ 498

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Second
	20-2-976002

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	26,168.88	(A)		26,168.88
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>26,168.88</b>	(F)	<b>0.00</b>	<b>26,168.88</b>
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)	149.31	(J)		149.31
<b>Unreserved Fund Balance, 07/01/22</b>	<b>26,019.57</b>	(K)	<b>0.00</b>	<b>26,019.57</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Civil Defense Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - Second
<b>LAS/PBS Fund Number:</b>	20-2-976002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,  
3<sup>rd</sup> Region**

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

**Name of Person Completing This Form: Jorge Sanchez, 3<sup>rd</sup> Region**

**Telephone #: (305) 679-6550**

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**Revenue Estimating Methodology:**

Historically RC3 has not utilized a Grants and Donations Trust Fund (“GDTF”). For FY 22-23 RC3’s established Grants and Donations Trust Fund authority of \$663,214 aligned to Salaries & Benefits, \$69,742 aligned to Operations and \$145,020 aligned to Due Process. This authority was given to RC3 in anticipation of receiving federal Title IV-E pass-through dollars from DCF. RC3 initially estimated that it could receive a maximum of \$877,976 in federal pass-through grant dollars during FY 22-23. As FY 22-23 is progressing, RC3 is still negotiating grant agreements with DCF and is unsure if it will be able to claim the maximum that initially was estimated. Additionally, RC3 is not sure if all expenses originally considered will actually be Title IV-E reimbursable. Therefore, RC3 estimates that if the grant agreements are executed in September of 2022 that RC3 will be able to claim a minimum of \$658,482, but could claim all \$877,976, in revenue between all Grants and Donations appropriations and estimates up to a 10% increase or \$965,773 for FY 23-24.

**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 /Criminal Conflict & Civil Regional Counsel - Third**

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 339135

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Children and Families FID #2261	001510	875,000	\$ 877,976	\$ 965,773	181011	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/11/22
	<b>TOTAL</b>	875,000.00	877,976.00	965,773.00		

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Third
	20-2-339135

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	875,000.00	(D)		875,000.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>875,000.00</b>	(F)	<b>0.00</b>	<b>875,000.00</b>
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	877,976.00	(H)		877,976.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Adjustment (CY CF Reversion)	(2,976.00)	(J)		(2,976.00)
<b>Unreserved Fund Balance, 07/01/22</b>	<b>0.00</b>	(K)	<b>0.00</b>	<b>0.00</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - Third
<b>LAS/PBS Fund Number:</b>	20-2-339135

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(2,976.00)"/> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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Adjustment: CY Certified Forward Reversion	<input type="text" value="2,976.00"/> (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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="0.00"/> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="0.00"/> (F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*
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**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**

**FY 2023-2024 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 21-22 collections of \$0 in application fees, RC3 projects the same amount will be collected in FY 22-23 & 23-24.

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

**Revenue:** There are no anticipated revenue receipts in FY2022-23 and FY2023-24, therefore there are no amounts to report.

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

None applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Third
	20-2-976003

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	16,173.39	(A)		16,173.39
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>16,173.39</b>	(F)	<b>0.00</b>	<b>16,173.39</b>
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)		(J)		0.00
<b>Unreserved Fund Balance, 07/01/22</b>	<b>16,173.39</b>	(K)	<b>0.00</b>	<b>16,173.39</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Civil Defense Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - Third
<b>LAS/PBS Fund Number:</b>	20-2-976003

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 16,173.39 (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:** 16,173.39 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 16,173.39 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE  
 FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,  
 4<sup>th</sup> Region**

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

**Name of Person Completing This Form: Gina Gillette**

**Telephone #: 561-837-5156 x 4 office**

\*\*\*\*\*

**Revenue Estimating Methodology:**

<b>Estimate of Reimbursement from Attachment A</b>	<b>\$4,692,062</b>
<b>Eligibility Rate</b>	<b><u>X 60%</u></b>
<b>Allowable</b>	<b>\$2,815,237</b>
<b>Federal Participation</b>	<b><u>X 50%</u></b>
<b>Reimbursable Federal Share</b>	<b>\$1,407,619</b>
<b>Less: 5% DCF Administrative Fee</b>	<b><u>\$ 70,380</u></b>
<b>Reimbursement to agency</b>	<b>\$1,337,239</b>
<b>Legislative appropriation 2022-2023</b>	<b><u>\$1,228,522</u></b>
<b>Shortfall – RC4 Legislative request for additional      appropriation 2023-2024</b>	<b>\$(108,717)</b>

**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 /Criminal Conflict & Civil Regional Counsel - Fourth**

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 339136

<b>Transfers In</b> <i>(Provide Agency and Fund Number Received From)</i>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Children and Families FID #2261	001510	1,225,000	\$ 1,228,522	\$ 1,228,522	181011	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/11/22
	<b>TOTAL</b>	1,225,000.00	1,228,522.00	1,228,522.00		

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Fourth
	20-2-339136

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.00	(A)		0.00
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable	1,225,000.00	(D)		1,225,000.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>1,225,000.00</b>	(F)	<b>0.00</b>	<b>1,225,000.00</b>
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	1,228,522.00	(H)		1,228,522.00
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards		(H)		0.00
LESS: Other Accounts Payable (Nonoperating)		(I)		0.00
LESS: Other Adjustment (CY CF Reversion)	(3,522.00)	(J)		(3,522.00)
<b>Unreserved Fund Balance, 07/01/22</b>	<b>0.00</b>	(K)	<b>0.00</b>	<b>0.00</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - Fourth
<b>LAS/PBS Fund Number:</b>	20-2-339136

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(3,522.00)"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<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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Adjustment: CY Certified Forward Reversion	<input type="text" value="3,522.00"/>	(D)
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<input type="text"/>	(D)
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<input type="text"/>	(D)
----------------------	-----

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

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

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 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:**

**Application Fees**

The estimated FY 2022-2023 and FY 2023-2024 totals are calculated based on the average of the actual receipts received the two previous fiscal years. They are: 2020-2021, \$1,636.30 and 2021-2022, \$673. The average is \$1,154.65.

**Restitution**

The estimated FY 2022-2023 and FY 2023-2024 totals are calculated based on the average of the actual receipts of the two previous fiscal years, 2020-2021, \$0.00 and 2021-2022, \$0.00. The average is \$0.00.

<b>Actual FY 2021-2022</b>	<b>Estimated FY 2022-2023</b>	<b>Estimated FY 2023-2024</b>
App Fees \$673.00	\$1155.00	\$1,155.00
Restitution \$ 0.00	\$ 0.00	\$ 0.00

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 1,155
Less 8% Service Charge	\$ (92)
= Receipts Applicable to 5% Assessment	\$ 1,063
x 5% State Trust Fund Reserve	\$ 53

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

FY 2023-24 Receipts Applicable to SCGR	\$ 1,155
x 8% Service Charge	\$ 92
FY 2022-23 Receipts Applicable to SCGR	\$ 1,155
x 8% Service Charge	\$ 92

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

None applicable

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Fourth
	20-2-976004

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	23,541.35	(A)		23,541.35
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>23,541.35</b>	(F)	<b>0.00</b>	<b>23,541.35</b>
LESS Allowances for Uncollectible		(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 Adjustment (CY CF Reversion)		(I)		0.00
LESS: Other Accounts Payable (SCGR)	7.20	(J)		7.20
<b>Unreserved Fund Balance, 07/01/22</b>	<b>23,534.15</b>	(K)	<b>0.00</b>	<b>23,534.15</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Indigent Civil Defense Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - Fourth
<b>LAS/PBS Fund Number:</b>	20-2-976004

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; 23,534.15 (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:** 23,534.15 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)** 23,534.15 (F)

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

**\*SHOULD EQUAL ZERO.**

**SCHEDULE I TRUST FUND NARRATIVE**  
**FY 2023-2024 LEGISLATIVE BUDGET REQUEST**

\*\*\*\*\*

**Circuit/Office Name: Office Criminal Conflict and Civil Regional Counsel,  
5<sup>th</sup> Region**

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

**Name of Person Completing This Form: Michael C. Nappi, Chief of Staff, 5<sup>th</sup>  
Region**

**Telephone #: (407) 389-5140**

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**Revenue Estimating Methodology:**

Historically RC5 has not collected revenues in Grants and Donations appropriated to Operations and Contracted Services. For FY 21-22 RC5's Grants and Donations Trust Funds were increased substantially from approximately 19,690 to approximately 587,501 in anticipation of RC5 receiving federal Title IV-E pass-through dollars from DCF. Currently, our budget authority has been increased to \$1,200,000.00 based on attorneys, social workers, and child case counts. RC5 has 13 counties in which Title IV-E claims and reimbursement apply. The original budget was insufficient to cover the claims that RC5 would submit for an entire fiscal year. Due to delay in implementing the program, RC5 collected \$51,615 in Title IV-E Funds. Starting July 1, 2022, RC5 will be able to fully invoice for reimbursement from Title IV-E funds in fiscal years 2022-23 for \$602,538 and in 2023-24 for \$662,791.

**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 /Criminal Conflict & Civil Regional Counsel - First**

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 339133

<b>Transfers In</b> <small>(Provide Agency and Fund Number Received From)</small>	<b>Transfer In Revenue Category</b>	<b>Amount</b>	<b>Amount</b>	<b>Amount</b>	<b>Transfer Out Expenditure Category</b>	<b>Confirmed By/Date</b>
		<b>FY 21-22 (A01)</b>	<b>FY 22-23 (A02)</b>	<b>FY 23-24 (A03)</b>		
Department of Children and Families FID #2261	001510	1,283,405	\$ 1,491,603	\$ 1,473,064	181011	Monika Patel A01 10/3/22 Diane Sunday A02 A03 10/11/22
	<b>TOTAL</b>	1,283,405.00	1,491,603.00	1,473,064.00		

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

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Fifth
	20-2-339137

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.33	(A)		0.33
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable	645,298.00	(D)		645,298.00
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	<b>645,298.33</b>	(F)	-	<b>645,298.33</b>
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards	595,298.00	(H)		595,298.00
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
<b>Unreserved Fund Balance, 07/01/22</b>	<b>50,000.33</b>	(K)	-	<b>50,000.33</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

**Budget Period: 2023 - 2024**

<b>Department Title:</b>	Justice Adminitstration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Regional Conflict Counsel - Fifth
<b>LAS/PBS Fund Number:</b>	20-2-339137

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="50,000.33"/> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

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

SWFS Adjustment # and Description	<input type="text"/> (C)
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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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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="50,000.33"/> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)</b>	<input type="text" value="50,000.33"/> (F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*
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**\*SHOULD EQUAL ZERO.**

# SCHEDULE I TRUST FUND NARRATIVE FORM

## FY 2023-2024 LEGISLATIVE BUDGET REQUEST

\*\*\*\*\*

**Office of Criminal Conflict & Civil Regional Counsel, 5<sup>th</sup> Region**

**Indigent Civil Defense Trust Fund – Trust Fund ID 2976**

**Name of Person Completing This Form: Michael C. Nappi, Chief of Staff**

**Telephone #: (407) 389-5140**

\*\*\*\*\*

### **Revenue Estimating Methodology:**

#### **Civil Application Fees**

For FY 21/22, RC5's actual revenue was \$7,392. RC5 was appointed to 1367 cases, and it received application fees in 10.8% 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 FY22/23 and 5% of its cases in FY23/24.

Revenue Estimates are based on the following:

#### **Estimate for 22/23:**

1435 x \$50.00 application fee = \$71,750

\$71,750 x 5% = \$3,587

#### **Estimate for 23/24:**

1506 x \$50.00 application fee = \$75,300

\$75,300 x 5% = \$3,765

### **Restitution:**

#### **Attorney Fees**

For FY 21/22, RC5's actual revenue was \$22,968. RC5 was appointed to 1367 cases, and it received restitution in 11.2% 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 FY22/23 and 5% of its cases in FY23/24.

Revenue Estimates are based on the following:

Estimate for 22/23:

1435 x \$150.00 application fee = \$215,250

\$215,250 x 5% = \$10,762

Estimate for 23/24:

1506 x \$150.00 application fee = \$225,900

\$225,900 x 5% = \$11,295

**5 Percent State Trust Fund Reserve:**

FY 2022-23 Receipts Applicable to SCGR	\$ 3,587
Less 8% Service Charge	\$ (287)
= Receipts Applicable to 5% Assessment	\$ 3,300
x 5% State Trust Fund Reserve	\$ 165

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

FY 2023-24 Receipts Applicable to SCGR	\$ 3,765
x 8% Service Charge	\$ 301
FY 2022-23 Receipts Applicable to SCGR	\$ 3,587
x 8% Service Charge	\$ 287

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

None Applicable.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2023 - 2024</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Regional Conflict Counsel - Fifth
	20-2-976005

	Balance as of 6/30/2022		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	79,719.36	(A)		79,719.36
ADD: Other Cash (See Instructions)	1,477.44	(B)		1,477.44
ADD: Investments		(C)		0.00
ADD: Outstanding Accounts Receivable		(D)		0.00
ADD: _____		(E)		0.00
<b>Total Cash plus Accounts Receivable</b>	<b>81,196.80</b>	(F)	<b>0.00</b>	<b>81,196.80</b>
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)	0.00	(I)		0.00
LESS: Other Accounts Payable (SCGR)	70.92	(J)		70.92
<b>Unreserved Fund Balance, 07/01/22</b>	<b>81,125.88</b>	(K)	<b>0.00</b>	<b>81,125.88</b> **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period: 2023 - 2024</b>
<b>Department Title:</b> Justice Adminitstration
<b>Trust Fund Title:</b> Indigent Civil Defense Trust Fund
<b>Budget Entity:</b> Regional Conflict Counsel - Fifth
<b>LAS/PBS Fund Number:</b> 20-2-976005

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/22**

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  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**JUSTICE ADMINISTRATIVE COMMISSION**

**Priority #1**

Issue Title: Strategic Planning and Performance Improvement Unit  
Issue Code: 5002010  
FTE: # 1.0  
Rate: 90,000  
Fund: General Revenue  
Salaries and Benefits: \$129,262  
Operating Expenditures: \$60,398 of which \$3,101 is nonrecurring  
HR/DMS/HR Svcs/STW Contract: \$214

Narrative:

JAC requests \$189,873 in General Revenue, and associated salary rate, to address its number one need this session: funding for the creation of a strategic planning and performance improvement unit. These resources will constitute the establishment of a robust planning and data analytics function dedicated to waste prevention and detection as well as supporting economical and efficient operations within the JAC.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**STATEWIDE GUARDIAN AD LITEM**

**Priority #1**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE: 0  
Rate: \$5,017,720  
Fund: General Revenue - 000067  
Category / Amount: Salaries & Benefits – 010000 \$5,999,186

**Narrative:**

Recruitment and retention of employees in critical positions has become a challenge for most agencies this fiscal year. This issue has significantly impacted the Statewide Guardian ad Litem Office (SGAL) as SGAL case workers called Child Advocate Managers and SGAL Attorney positions are some of the lowest paid in the State of Florida child welfare system. The recruitment and retention problem for SGAL has been exacerbated this year by the salary increases other State agencies and private sector organizations provided staff in comparable positions, resulting in migration of qualified SGAL personnel.

The SGAL's first priority is to take steps to alleviate shortages in critical staff positions and increase retention. The current average salary GAL offers its Child Advocate Managers and Attorneys is one of the primary reasons SGAL loses qualified Child Advocate Managers and Attorneys at a steady pace and struggles to fill existing vacancies. For example, at the time of this request, the average salary for a Guardian ad Litem Child Advocate Manager was \$38,209. This is nearly \$9,000 less than the average salary paid for comparable positions at other State agencies and private organizations. It is also \$9,000 less than the Statewide average salary for all social workers. Similarly, the current average salary for a SGAL Senior Attorney is \$56,100. By contrast, attorneys performing similar functions at other State agencies currently make at least \$60,000 a year. SGAL does not have the resources within its existing budget to increase salaries for these positions to a point where the Office can compete with other State agencies or similar private sector organizations for employees from the same labor pool.

To stabilize the SGAL workforce the SGAL must address its current recruitment and retention issues. As such, the Office requests \$5,999,186 to increase the minimum starting salaries for class codes 8381, 8401, 8402, 8503, 8700, 8701, 8702, 8704 and 8706.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**STATEWIDE GUARDIAN AD LITEM**

**Priority #2**

Issue Title: Increased Workload for Data Center  
Issue Code: 30010C0  
FTE: 0  
Rate: 0  
Fund: General Revenue 000067  
Category / Amount: 210023 / \$50,000

Narrative:

The Statewide Guardian ad Litem Office (SGAL) currently receives a recurring general revenue appropriation of \$310,476 to pay the NWRDC for the support it provides to SGAL's statewide computer network. The cost for NWRDCs services has consistently increased since 2019 and now exceeds the annual appropriation in category 210023. In FY 2023-24 NWRDC estimates that the annual cost of its services for SGAL could be approximately \$360,121. The SGAL therefore requests an additional \$50,000 in recurring funds in category 210023 to fully fund its NWRDC obligations in FY 2023-24.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**STATEWIDE GUARDIAN AD LITEM**

**Priority #3**

Issue Title:    Realignment of Administrative Expenditures - Add  
Issue Code:    2000100  
FTE: 0  
Rate: 0  
Fund: General Revenue 000067 and Grants & Donations Trust Fund 339044  
Category / Amount:    Operating Expenditures (103230 - General Revenue)       \$4,540,465  
                                  Operating Expenditures (103230 - GDTF)               \$370,690

Narrative:

The Statewide Guardian ad Litem Office (SGAL) currently has four categories from which operating expenditures are processed including Expense (040000); Operating Capital Outlay (060000); Contracted Services (100777), and DP – Legal Research (210014). To allow the SGAL to more efficiently manage its budget and process invoices for payment, SGAL requests these four categories, and all recurring funding currently associated with them, be consolidated into a new category called Operating Expenditures (103230). According to the Justice Administrative Commission (JAC), all entities they service, except the SGAL, pay their operating expenditures from a single operating expenditures category. We understand that this category is used to pay for travel, due process, IT maintenance agreements, software licenses, postage, legal research, and other contracts

For the last several years, the SGAL has had to consistently transfer budget and expenditures into or out of one or more operating expenditure categories. Depending on the number of Flair entries involved, a journal transfer can sometimes take hours to research and prepare. Consolidating the four operating categories into a single category would allow budget and accounting staff to invest more time in auditing and quality control and less in accounting clean-up work like preparing and monitoring budget and journal transfers.

The request to consolidate the SGAL’s operating expenditures into a single category will increase efficiency and have no fiscal impact. It will align the SGAL with all other entities serviced by the JAC and allow the SGAL Budget and accounting staff to become more efficient in managing the budget and processing invoices.

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

**STATEWIDE GUARDIAN AD LITEM**

Requested Reallocation between Categories:

<u>General Revenue Category</u>	<u>FY 2022-23 Base Budget</u>	<u>Reallocation</u>
Expense (040000)	\$2,015,018	(\$2,015,018)
Operating Capital Outlay (060000)	\$60,502	(\$60,502)
Contracted Services (100777)	\$2,422,888	(\$2,422,888)
DP - Legal Research Svcs	\$42,057	(\$42,057)
Operating Expenditures (103230)	\$0	\$4,540,465
<u>Grants &amp; Donations Category</u>		
Expense (040000)	\$250,690	(\$250,690)
Operating Capital Outlay (060000)	\$10,000	(\$10,000)
Contracted Services (100777)	\$110,000	(\$110,000)
Operating Expenditures (103230)	\$0	\$370,690
Issue Total		
General Revenue	\$0	
Grants & Donations	\$0	

Please see corresponding issue code 2000200 Realignment of Administrative Expenditures - Deduct

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**STATEWIDE GUARDIAN AD LITEM**

**Priority #4**

Issue Title: Realignment of Administrative Expenditures - Deduct  
Issue Code: 2000200  
FTE: 0  
Rate: 0  
Fund: General Revenue 000067 and Grants & Donations Trust Fund 339044  
Category / Amount:

Expense – 040000 – GR	\$2,015,018
OCO – 060000 – GR	\$60,502
Contracted Services – 100777 – GR	\$2,422,888
DP Legal Research - 210014 – GR	\$42,057
Expense – 040000 – GDTF	\$250,690
OCO – 060000 – GDTF	\$10,000
Contracted Services – GDTF	\$110,000

Narrative:

The Statewide Guardian ad Litem Office (SGAL) currently has four categories from which operating expenditures are processed including Expense (040000); Operating Capital Outlay (060000); Contracted Services (100777), and DP – Legal Research (210014). To allow the SGAL to more efficiently manage its budget and process invoices for payment, SGAL requests these four categories, and all recurring funding currently associated with them, be consolidated into a new category called Operating Expenditures (103230). According to the Justice Administrative Commission (JAC), all entities they service, except the SGAL, pay their operating expenditures from a single operating expenditures category. We understand that this category is used to pay for travel, due process, IT maintenance agreements, software licenses, postage, legal research, and other contracts

For the last several years, the SGAL has had to consistently transfer budget and expenditures into or out of one or more operating expenditure categories. Depending on the number of Flair entries involved, a journal transfer can sometimes take hours to research and prepare. Consolidating the four operating categories into a single category would allow budget and accounting staff to invest more time in auditing and quality control and less in accounting clean-up work like preparing and monitoring budget and journal transfers.

The request to consolidate the SGAL operating expenditures into a single category will increase efficiency and have no fiscal impact. It will align the SGAL with all other entities serviced by the

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

**STATEWIDE GUARDIAN AD LITEM**

JAC and allow the SGAL Budget and accounting staff to become more efficient in managing the budget and processing invoices.

Requested Reallocation between Categories:

<u>General Revenue Category</u>	<u>FY 2022-23 Base Budget</u>	<u>Reallocation</u>
Expense (040000)	\$2,015,018	(\$2,015,018)
Operating Capital Outlay (060000)	\$60,502	(\$60,502)
Contracted Services (100777)	\$2,422,888	(\$2,422,888)
DP - Legal Research Svcs	\$42,057	(\$42,057)
Operating Expenditures (103230)	\$0	\$4,540,465

<u>Grants &amp; Donations Category</u>		
Expense (040000)	\$250,690	(\$250,690)
Operating Capital Outlay (060000)	\$10,000	(\$10,000)
Contracted Services (100777)	\$110,000	(\$110,000)
Operating Expenditures (103230)	\$0	\$370,690

Issue Total

General Revenue	\$0
Grants & Donations	\$0

Please see corresponding issue code 2000100 Realignment of Administrative Expenditures - Add

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24**

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**Individual State Attorney Circuit Responses:**

**State Attorney, First Judicial Circuit**

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**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,144,433  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,368,284

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the First Judicial Circuit (SA01) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA01 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA01 has \$ 16,485,351 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$1,368,284 in salary & benefits for SA01.

Therefore, SA01 is requesting \$1,368,284 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA01 and the FPAA. The requested pay increase will provide SA01 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:  
Rate: 1,020,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,420,044

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the First Judicial Circuit (SA01) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA01 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA01 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues

As of the time of this request, SA01 has 68 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$ 1,020,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 400,044 for a total of \$1,420,044. Public safety is the number one priority for SA01 and the FPAA. The requested pay increases will provide SA01 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Additional Assistant State Attorney and Legal Assistant Positions  
Issue Code: 3001250  
FTE: 6  
Rate: 295,000  
Fund: General Revenue

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Category/Amount: Salaries and Benefits: \$487,823  
Operations: \$31,110  
HR/DMS/HR Svcs/STW Contract: \$1,308

Narrative:

The Office of State Attorney, First Judicial Circuit, is requesting four additional Assistant State Attorney (ASA) full-time employment positions at the rate of \$55,000 annually to include benefits as well as two additional Legal Assistant full-time employment positions, to support the four ASA positions, at the rate of \$37,500 annually to include benefits. Total benefits costs associated with an ASA position at \$55,000 annual salary equates to \$38,206 per position. Total benefits costs associated with a Legal Assistant position at \$37,500 annual salary equates to \$26,782 per position. The requested salary amounts are above the minimum in hopes to actually recruit qualified candidates at each position. Total salary and benefit costs for the four ASA positions is \$372,824 and the total salary and benefit costs for the two Legal Assistant positions is \$128,654 for a total request of \$501,478.

The additional positions are necessary to combat the increasing number of cases filed by the various law enforcement agencies within the First Judicial Circuit, particularly homicide cases and drug related cases. Escambia County leads the entire state in drug related deaths and is experiencing an increased amount of drug related cases relative to immigration being the Western gateway to the state. Drug related cases experienced a substantial decrease from 2019 to 2020 due to COVID-19; however, have been on a steady incline since 2020. The additional positions are critical to the office's ability to effectively prosecute these cases in a timely manner and fulfill the public safety duty to the communities within the First Judicial Circuit.

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**Priority #4**

Issue Title: Increase Current Authorized Rate  
Issue Code: 51R0100  
FTE:  
Rate: 719,087  
Fund:  
Category/Amount:

Narrative:

The State Attorney's Office, First Judicial Circuit, is requesting a salary rate increase of \$719,087. The agency's current salary rate is \$12,755,157. If fully staffed and without any increases to existing employee's compensation, the agency's salary obligation would be \$12,889,244, which is an existing \$134,087 deficit in salary rate. Further, the agency, along with most all State Attorney's Office statewide, is currently experiencing the lowest number of attorneys and support staff in agency history. The mere staffing levels combined with the agency's inability to retain experienced staff has resulted in less staff performing an immensely increased number of duties every day. As such, the agency would like to implement temporary salary adjustments to those staff performing the duties of two, or more in some cases, positions. The agency maintains sufficient trust fund cash and spending authority to do so but lacks the corresponding salary rate. The agency currently maintains 195 filled positions and at an average of \$3,000 annual adjustment per filled position, the total salary rate increase request is \$585,000

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

until such period staffing numbers return to average levels. The agency's current trust funds combined authority totals \$2,885,153.

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**Priority #5**

Issue Title: Salary and Benefit Adjustment for Salary Compression

Issue Code: 4205A30

FTE:

Rate: 405,600

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$484,935

Narrative:

The legislative increase in the minimum wage to \$15.00 per hour or \$31,200 annually during FY22-23 was very appreciated and welcomed moving forward for all State Attorney Offices throughout Florida. The increase will assist State Attorney Offices with being somewhat competitive with the private sector regarding recruiting and retaining qualified long-term personnel who will provide much needed stability to the workforce and allow for the effective prosecution of cases. Although, the agency now faces inequity between new hires or recently new hires and those staff who have been employed by the agency two to five years. A total of forty-eight staff, which is one quarter of the total workforce, currently earn minimum wage or just above minimum wage (for those who were earning minimum wage prior to the recent cost of living increase of 5.38%) while another twenty-six staff earn \$18.00/hour or less. These twenty-six staff have been employed by the agency between five and eighteen years.

Of the forty-eight staff currently earning minimum wage or near minimum wage 81% (or 39 staff) have been employed by the agency between two and five years and were already earning minimum wage prior to the cost-of-living increase of 5.38% effective July 1, 2022. The agency utilized existing resources to increase those staff to minimum wage in anticipation of the cost-of-living increase. Therefore, those staff now only earn 5.38% more than their colleagues newly hired. In addition to the aforementioned twenty-six staff, the agency is requesting compression funds to address a total of sixty-five support staff. The agency is requesting an average of \$3.00 per hour or \$6,240 annually per sixty-five FTE for a request of \$405,600 plus additional cost of increased benefits to address the compression needs. The estimated increase to benefits is estimated at \$84,150 for a total request of \$489,750. To ensure equitable compensation, compression funds must be used to adjust the salaries for tenured employees that are the foundation of our support workforce due to their valuable knowledge and experience

During a period where we face an already shortage of workers, the agency must not suffer the loss of its most experienced staff because of the minimum wage increase. The recruiting and retention of staff are becoming increasingly more difficult as the employment markets are opening after the pandemic; and a recent review of our HR operations and competitiveness in the private sector has disclosed that many of our clerical/legal support staff can make as much or more money working in the local entry level industries such as retail and service that offer equitable benefits. These facts are compounded in our geographical area due to ten (10) military bases in the circuit, providing active military and military complex jobs at high salaries and benefits; exceeding insurance and retirement benefits offered by the state. To spouses who receive such dependent's benefits, the lure of a state job is greatly diminished.

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Priority #6**

Issue Title: Replacement Equipment – Motor Vehicles  
Issue Code: 2401500  
FTE: #  
Rate:  
Fund: State Attorney Revenue Trust Fund  
Category/Amount: Acquisition Motor Vehicles: \$280,000

**Narrative:**

The State Attorney’s Office, First Judicial Circuit, is in dire need of reliable vehicles in the fleet. Currently, there are no vehicles available for employee travel, which results in employees utilizing their own vehicles or renting a vehicle for intra-circuit and statewide travel. Employee mileage reimbursement and the cost of renting vehicles are a direct impact to the agency’s state general revenue funds. The use of state-owned vehicles, purchased with the agency’s existing trust funds, will ultimately result in a savings to the state. In FY21-22, the agency expended \$63,361 in employee related travel expenses and in FY22-23 the agency projects to expend \$100,000 due to the ever-increasing caseloads across the circuit and the need for attorneys to travel from county to county as a result of the lowest number of attorneys on staff in agency history. The average life span of vehicle is ten years. The requested spending authority, from existing agency trust funds, of \$280,000 is substantially less than the estimated \$1,000,000 in general revenue expenses related to travel over the next ten years.

The following five vehicles have already reached or will reach, by July 1, 2023, the DMS criteria for replacement; therefore, the State Attorney’s Office, First Judicial Circuit, requests the spending authority from existing trust funds to purchase five new vehicles. Further, the State Attorney’s Office, First Judicial Circuit, requests the spending authority to purchase three new vehicles while not disposing of three existing vehicles pursuant to DMS acquisition policy, Fleet Management 16-102. The agency recently added three new full-time positions requiring a vehicle assignment, which are Executive Director, Deputy Executive Director, and Investigator II. Each position is new to the agency and currently there are no available vehicles to assign; therefore, the agency requests the corresponding authority to acquire without disposal.

The total number of motor vehicle acquisition authority requested by the State Attorney’s Office, First Judicial Circuit, is \$280,000 from existing trust funds. Each vehicle purchase is estimated at \$35,000 per vehicle pursuant to the DMS Motor Vehicles Contact 25100000-21-STC.

2013 Chevrolet Impala, VIN 2G1WF5E35D1105211 – actual mileage as of June 30, 2022 is 148,537. This vehicle will be 10 years old, and the mileage has already exceeded the 120,000-mile requirement of DMS replacement criteria.

2014 Ford Explorer, VIN 1FM5K8B87EGA76201 – actual mileage as of June 30, 2022 is 201,185. This vehicle will be 9 years old, and the mileage has already exceeded the 120,000-mile requirement of DMS replacement criteria.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

2013 Ford F150 r, VIN 3GTP2WE77DG250550 – actual mileage as of June 30, 2022 is 126,581. This vehicle will be 10 years old, and the mileage has already exceeded the 120,000-mile requirement of DMS replacement criteria.

2013 Chevrolet Impala, VIN 2G1WF5E35D1178314 – actual mileage as of June 30, 2022 is 112,661. This vehicle will be 10 years old, and the mileage will have exceeded the 120,000-mile requirement of DMS replacement criteria by July 1, 2023.

2013 Chevrolet Impala, VIN 2G1WF5E35D1176749 – actual mileage as of June 30, 2022 is 112,044. This vehicle will be 10 years old, and the mileage will have exceeded the 120,000-mile requirement of DMS replacement criteria by July 1, 2023.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 2nd Judicial Circuit**

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**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 799,748  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$956,179

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Second Judicial Circuit (SA02) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA02 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA02 has \$ 11,520,227 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$956,179 in salary & benefits for SA02.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:  
Rate: 690,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$960,618

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Second Judicial Circuit (SA02) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA02 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA02 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA02 has 46 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$690,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 270,618 for a total of \$960,618. Public safety is the number one priority for SA02 and the FPAA. The requested pay increases will provide SA02 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

**Priority #3**

Issue Title: Public Records Request Workload  
Issue Code: 3009700  
FTE: 1  
Rate: 35,000  
Fund: General Fund  
Category/Amount: Salaries and Benefits: \$56,377  
Operations: \$4,317  
HR/DMS/HR Svcs/STW Contract: \$218

Narrative:

This issue provides funding for personnel and operating costs to effectively and efficiently meet workload demands for Public Records Requests. Providing access to public records is a necessary obligation of the government. This issue serves to make possible the State Attorney's

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

desire to be transparent and responsive to public records requests while not comprising our core mission. Public records demands are becoming more time consuming and sophisticated. They include frequent demands by defense attorneys, families and friends of victims, the media, prison and jail inmates and businesses and research groups seeking records to serve their business interest. The increasing demands by each of these groups, requires our staff's dedicated time to ensure records are provided in a timely manner. The Office of the State Attorney, 2nd Judicial Circuit is requesting funding for 1 FTE, a Paralegal Specialist II and software designed for tracking and processing these requests, in order to fulfill these government obligations relating to Public Records Requests.

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**Priority #4**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 1  
Rate: 35,569  
Fund: General Fund  
Category/Amount: Salaries and Benefits: \$57,056  
Operations: \$4,317  
HR/DMS/HR Svcs/STW Contract: \$218

**Narrative:**

Electronic evidence has become vital to criminal prosecution. Body worn cameras videos are now being presented to our prosecutors that depict arrests, witness interviews and crime scenes. Surveillance camera videos have also become more common. Because this evolution has taken place, our agency is now collaborating with County government officials and local law enforcement agencies to invest resources in computers, data storage and bandwidth necessary to process and store large video and audio files. Our task involves retrieving these files, editing them for trial presentation and providing copies to opposing counsel. The transmission of electronic evidence for prosecutorial review, compliance with discovery, and public records requests, demands the need for multiple support staff. These support positions require advanced training and skills, including but not limited to, familiarity with evidence handling, video and technology training, experience with public records redaction requirements, discovery compliance, CJIS security compliance, and how a prosecution moves through the criminal justice system. Based on the continuously increasing workload required to review electronic evidence, we are requesting one (1) new positions.



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 3rd Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 464,056  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$554,825

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Third Judicial Circuit (SA03) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA03 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA03 has \$6,684,643 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$554,825 in salary & benefits for SA03.

Therefore, SA03 is requesting \$554,825 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA03 and the FPAA. The requested pay increase will provide SA03 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 435,000

Fund: General Revenue

Category/Amount: Salaries & Benefits: \$605,608

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Third Judicial Circuit (SA03) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA 03 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA 03 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA03 has 29 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$435,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 170,608 for a total of \$605,608. Public safety is the number one priority for SA03 and the FPAA. The requested pay increases will provide SA03 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Salary & Benefit Adjustment for Salary Compression

Issue Code: 4205A30

FTE:

Salary Rate: \$159,000

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$190,101

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

The State Attorney's Office, Third Judicial Circuit seeks funding for salary compression issues that have arisen due to the recent \$15 per hour minimum wage for state employees. This recent increase in minimum wage funding has caused many longer-term employees to be paid at wages close to those of new hires. In addition, the lack of available attorney applicants has increased the necessary starting salary of a new attorney closer to the salary of more experienced attorneys. This budget issue would provide a \$3,000 annual pay increase for those staff members with 2 years of more service to this agency as of June 30, 2023.

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**Priority #4**

Issue Title: Replacement of Motor Vehicles  
Issue Code: 2401500  
Fund: State Attorney Revenue Trust Fund  
Category/Amount: Acquisition of Motor Vehicles: \$120,000

Narrative:

Reliable transportation of investigators in the State Attorney's Office, Third Judicial Circuit is a necessity. The Third Circuit includes the seven (7) rural counties of Columbia, Dixie, Hamilton, Lafayette, Madison, Suwannee, and Taylor. Each of the three investigators covers multiple counties in this circuit. These employees are sworn law enforcement officers and require pursuit model vehicles. This budget issue is for three (3) vehicles at a cost of \$40,000 each.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-24**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 4th Judicial Circuit**

**Priority #1**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:  
Rate: 1,800,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,505,960

**Narrative:**

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the 4th Judicial Circuit (SAO4). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, SAO4 is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7,000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SAO4 is finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, SAO4 is asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SAO4 has 120 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,800,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$705,960 for a total of \$2,505,960. Public safety is the number one priority for SAO4. The requested pay increases will provide SAO4 with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #2**

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-24**

Issue Title: Salary and Benefits Adjustment for Salary Compression  
Issue Code: 4205A30  
FTE:  
Rate: 210,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$251,076

Narrative:

The ability to hire skilled, long-term staff provides a stable workforce, allowing for the successful prosecution of cases. While the new minimum wage requirements will help attract quality candidates, our office faces challenges addressing salary compression or the absence of differences in pay between employees regardless of their respective knowledge, skills, experience, or abilities. Salary compression causes two distinct problems. The first is the inequity between new hires and staff with one to three years of tenure. The second is a retention problem with longer-tenured employees receiving similar pay as much less experienced employees. The long-term staff will have dedicated many years of their lives to the service of our office at the same wage as a newer employee.

The recent change in the minimum wage has left our agency with challenges to address the compression needs within our budget thoroughly. The previous floor for starting salaries for our agency for non-attorney, support staff personnel was approximately \$27,040 or \$13 per hour. With the minimum wage increase to \$15.00, the new starting salary is \$31,200 for entry-level positions.

As of August 2022, approximately 25% (50 staff) of our non-attorney benefitted from the minimum wage increase effective July 2022. However, another 20% (20 staff) of non-attorney staff have an annual salary that falls between the new minimum wage (\$31,200) and \$40,000. Many of these employees had worked at the State Attorney's Office for years and began working when the minimum wage floor was not yet implemented. To retain these employees, additional funding is needed to reduce the salary compression caused by the minimum wage increase. Approximately 50 staff members fall within the \$32,200 to \$40,000 range, and approximately 20 staff members fall within the range of \$40,000 to \$50,000. Providing each with a \$2,000 to \$3,000 increase would be a significant step toward reducing compression.

This issue request is necessary and is linked to agency activities: felony, misdemeanor, and juvenile prosecution.

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**Priority #3**

Issue Title: State Attorney Workload  
Issue Code: 3001250  
FTE: 5  
Rate: 275,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$431,321  
Operations: \$25,393  
HR/DMS/HR Svcs/STW Contract: \$1,090

Narrative:

The State Attorney's Office created a specialized unit of prosecutors to focus on investigating and prosecuting cases of violent crime. The unit consists of experienced Assistant State Attorneys assigned to reactive and

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-24**

proactive units. The proactive unit works to prevent violent crime while the reactive unit prosecutes violent offenders.

During the pandemic, Targeted Prosecution saw a dramatic rise in pending felony cases. Due to the pause in jury trials necessitated by the pandemic, Targeted Prosecution could not resolve cases in the typical fashion since most defendants have committed violent offenses, which often carry minimum prison terms. The workload has increased significantly and continues to take time to resolve.

The State Attorney’s Office seeks funding for two Assistant State Attorney positions to prosecute violent crimes and two investigators to work exclusively with our Targeted Prosecution. With needed follow-up on the growing number of patrol cases, a dedicated investigative team for Targeted prosecution is necessary. Finally, given the nature of Targeted Prosecution cases, funding for a victim advocate is needed. The cases are violent and usually involve trauma to both victims and witnesses.

The SAO seeks additional funding for the following:

Two -	Assistant State Attorney	6901	\$70,000 (each)
Two-	Investigators	6661	\$50,000 (each)
One-	Victim Advocate I	6531	\$35,000

**Priority #4**

Issue Title: Crime Intelligence Analyst  
 Issue Code: 3003070  
 FTE: 2  
 Rate: 140,000  
 Fund: General Revenue  
 Category/Amount: Salaries and Benefits: \$196,444  
 Operations: \$14,757  
 HR/DMS/HR Svcs/STW Contract: \$654

**Narrative:**

Technological advances in forensic analysis have created a new and challenging investigative environment for prosecutors compared to previous years. Criminal offenders utilize cell phones to commit crimes or gain access to social media platforms to boast about criminal activity. Many police agencies employ crime intelligence analysts to evaluate and analyze criminal intelligence information, suspicious activity reports, and open-source information to aid in investigations, identify criminal trends, and identify potential threats. As prosecutors often work in tandem with local, state, and federal law enforcement agents to identify offenders, the ability of a prosecutor’s office to use technology as an investigative tool is critical to identifying crime trends and building successful cases for prosecution.

Employing a crime intelligence analyst allows the State Attorney’s Office to conduct technical analysis and evaluations of intelligence data or criminal activity. Moreover, a crime intelligence analyst can review and evaluate incoming intelligence data and related information to ensure that follow-up actions are initiated. A crime intelligence analyst can collect additional data to fill gaps and disseminate action items to the responsible enforcement entities.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-24**

Employing a crime intelligence analyst is an investment in successful criminal prosecutions and is often a non-traditional role within a prosecuting agency. Seeking candidates with knowledge of sources, tools, and services used in securing and evaluating data on crimes and criminals is paramount.

As the State Attorney's Office continues to implement data-driven policies and strategies, it is essential to recruit staff capable of understanding our data and the process whereby data can be made into actionable intelligence or information. Data Specialists oversee the development of new databases, monitoring database performance, interpreting raw data, and turning it into usable feedback and applications. A Data IT Specialist is responsible for:

- (1) Working with administrators of the SAO case management system in suggesting and implementing modifications to correspond to data-driven initiatives.
- (2) Extracting data from the SAO case management system.
- (3) Manage the SAO internal and external dashboards.
- (4) Working with the SAO crime data research analyst and external research and policy partners to build datasets for research and analytical purposes.
- (5) Building and maintaining data pipelines with other government agencies.
- (6) Creating appropriate data visualizations including maps, spreadsheets, tables, and graphs.
- (7) Responding to ad-hoc requests for data from all levels of the office.

The ability to recruit or solicit regionally or nationally for this position is critical to obtaining a qualified candidate.

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**Priority #5**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 1  
Rate: 50,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$74,310  
Operations: \$4,919  
HR/DMS/HR Svcs/STW Contract: \$218

**Narrative:**

Beginning in 2018 and 2019, the Jacksonville Sheriff's Office began the deployment of Axon Body Worn Cameras (BWC) to its officers. As the State Attorney's Office transitions to a paperless environment, the number of BWC videos and the volume of digital evidence stored by the State Attorney's Office have grown significantly. Prosecutors making decisions about criminal referrals must collect and review a substantial quantity of digital media – whether BWC or other digital media- from surveillance videos, recorded interviews, and 911 calls. From November 2021 to August 2022, our case management system's volume of digital media uploaded each month has grown from 41 GB to over 2 TB.

The State Attorney's Office seeks to hire a paraprofessional to manage the storage of our digital evidence. Our coordinator would be responsible for developing internal policies for staff and attorneys regarding the storage and review of digital media and would aid in the development of automated workflows within our office staff and

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-24**

case management system to ensure an efficient transfer of digital media from our law enforcement partners to our attorneys for review as they build cases for prosecution.

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**Priority #6**

Issue Title: Graham/Miller Assistant State Attorney  
Issue Code: 3009000  
FTE: 1  
Rate: 85,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$134,052  
Operations: \$5,619  
HR/DMS/HR Svcs/STW Contract: \$218

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 Miller v. Alabama, 567 U.S. 460 (2012). In Graham, the Court held that the Eighth Amendment disallows life sentences for juveniles convicted of non-homicide offenses without a meaningful opportunity for future release. In Miller, the Court did not categorically bar life sentences. Still, it stated that a court must consider 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 or jury trial. The SAO seeks additional funding to hire an experienced assistant state attorney to prosecute Graham/Miller resentencing cases.

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**Priority #7**

Issue Title: Replacement of Motor Vehicles  
Issue Code: 2401500  
FTE: N/A  
Rate:  
Fund: General Revenue  
Category/Amount: Acquisition of Motor Vehicles: \$150,000

Narrative:

Funding is needed to purchase five vehicles to replace an aging fleet. Our current fleet of Chevy Impalas has five vehicles with mileage use ranging from 115,000 to 180,000 miles.

Asset#	Vehicle	VIN	Mileage
3179	2011 Chevy Impala	2G1WF5EK0B1168446	180,000
3178	2013 Chevy Impala	2G1WF5E33D1145240	150,000
3321	2014 Chevy Impala	2G1WD5E33E1160067	135,000



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-24**

3366 2015 Chevy Impala 2G1WD5E35F1131560 115,000  
3368 2015 Chevy Impala 2G1WD5E31F1131636 130,000

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**Priority #8**

Issue Title: Florida Bar Dues  
Issue Code: 4204020  
FTE:  
Rate:  
Fund: General Revenue  
Category/Amount: Operations: \$33,125

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.

125 Assistant State Attorneys (ASAs)

Base rate of \$265 x 125 ASAs = \$33,125

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**Priority #9**

Issue Title: Reduce Unfunded Trust Authority  
Issue Code: 3301710  
FTE:  
Rate:  
Fund: Grants and Donations; State Attorney Revenue Trust Fund  
Category/Amount: Salaries & Benefits: (\$1,539,000)

Narrative:  
The State Attorney's Office in the Fourth Judicial Circuit (SA04) is requesting a reduction in Salaries and Benefits authority within the State Attorney Revenue Trust Fund (SARTF) and Grants and Donations Trust Fund (GDTF). SA04 requests a \$1,000,000 reduction in SARTF Salaries and Benefits authority and a \$539,000 reduction in GDTF Salaries and Benefits Authority. Budget Authority is projected to be significantly higher than revenue receipts, and this reduction will reduce the amount of unfunded budget in both funds.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 05 Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,717,457  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,053,391

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Fifth Judicial Circuit (SA05) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA05 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA05 has \$ 24,739,657 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$2,053,391 in salary & benefits for SA05.

Therefore, SA05 is requesting \$2,053,391 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA05 and the FPAA. The requested pay increase will provide SA05 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Code: 4205A40  
FTE:  
Rate: 1,560,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,171,832

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Fifth Judicial Circuit (SA05) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA05 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA05 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA05 has 104 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,560,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 611,832 for a total of \$2,171,832. Public safety is the number one priority for SA05 and the FPAA. The requested pay increases will provide SA05 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Career Criminal Prosecution  
Issue Code: 3009620  
FTE: 2  
Rate: \$120,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits \$198,472

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Operations: \$11,238

HR/DMS/HR Svcs/STW Contract: \$436

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) needs 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 case load on felony lawyers. This request has been made before but unfortunately not funded. With the mandate to staff a specialized unit, corresponding funding is critical

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**Priority #4**

Issue Title: Additional Equipment - Motor Vehicles

Issue Code: 2402400

FTE:

Rate:

Fund: State Attorney Revenue Trust Fund

Category/Amount: Acquisition of Motor Vehicles \$80,000

Narrative:

SA5 has one of the largest circuits in the state by landmass, covering over 4121 square miles. The circuit includes Citrus, Hernando, Lake, Marion, and Sumter counties. Fleet vehicles are an absolute necessity for the agency to conduct its business and properly perform the statutory and constitutional duties of the office. In addition to use by employees who are required to travel from one county to another, the investigators and Victim/Witness staff must regularly use the vehicles to transport witnesses for appearance at depositions, court hearings, and trials. While the agency covers some urban areas, most of the area is rural and the population are in isolated, rural areas with no available transportation.

Having recently added an Assistant State Attorney to serve as Chief of the Homicide unit and a Public Information Officer to better serve the constituents of the circuit, SA5 is requesting two new vehicles to be dedicated to these staff members. The Homicide Chief regularly travels to all five counties to assist in the prosecution of important murder cases and must sometimes respond to scenes with law enforcement. The PIO is going to coordinate educational programs in different parts of the circuit and likewise respond to scenes to assist with coverage of investigations. (The vehicle will need to be of sufficient size to transport equipment for presentations.) There are insufficient pool vehicles to cover this need because of the dedication of those vehicles to the needs described above. SA5 is therefore requesting \$80,000 in trust fund authority to purchase two 4WD SUVs so that these tasks can be accomplished. (Because of the rural nature in many parts of the Circuit, sugar sand becomes an issue when responding to

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**Priority #5**

Issue Title: Attorneys for Specialty Court Division

Issue Code: 3004500

FTE: 2

Rate: \$100,000

Fund: General Revenue

Category/Amount: Salaries & Benefits \$170,620

Operations \$11,238

HR/DMS/HR Svcs/STW Contract: \$436

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 one (1) Assistant State Attorney in Marion County and one (1) for the tri-county area, Citrus, Hernando, and Sumter.

During 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 provide 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 Attorneys 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 for public safety.

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**Priority #6**

Issue Title: Increased Funding for Leased Equipment

Issue Code: 4201800

FTE:

Rate:

Fund: General Revenue

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Category/Amount: Lease or Lease Purchase of Equipment \$15,386

Narrative:

SA5 requests an increase in Lease Purchase as the five-year contract for copiers (multifunction printers) is expiring in August 2023. The new contract costs have increased significantly. In addition, SA5 must add an additional copier (multifunction printer) to one office location and replace non-functioning specialty printers used for trial preparation. An additional \$15,386 will be required to meet the Lease Purchase requirements for the Circuit.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, Sixth Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE: 0  
Rate: 2,391,904  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,859,761

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Sixth Judicial Circuit (SA6) and the Florida Prosecuting Attorney Association (FPAA). Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. To keep current FTE and compete with the private sector, the FPAA and SA6 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. This issue is linked to felony, misdemeanor, and juvenile prosecution.

**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE: 0  
Rate: 2,940,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$4,093,068

**Narrative:**

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Sixth Judicial Circuit (SA6) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE, the FPAA is requesting a \$15,000 pay increase for all ASA FTE. As of the time of this request, SA6 has 165 filled ASA FTE and 31 vacant ASA FTE. Therefore, the total amount requested for this issue is \$4,093,068, which includes \$2,940,000 in salary rate & \$1,153,068 in benefits, which is the amount needed to provide the requested \$15,000 pay increase for all ASA FTE. The requested pay increases will provide SA6 and all the agencies in the FPAA with much-needed help in

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector. This issue is linked to felony, misdemeanor, and juvenile prosecution.

**Priority #3**

Issue Title: Replacement Equipment  
Issue Code: 2401000  
FTE:  
Rate:  
Fund: State Attorney Revenue Trust Fund  
Category/Amount: Operations: \$250,000

Narrative:

Our Office needs to replace office furniture utilized by our Assistant State Attorneys. Most furniture dates to the 1996-1997 fiscal year and is suffering from wear and tear. Our office currently has sufficient trust fund money to pay for the new furniture but we need additional non-recurring authority to spend the necessary money. The new furniture is necessary and is linked to agency activities: felony, misdemeanor, and juvenile prosecution. The amount requested is \$250,000.

**Priority #4**

Issue Title: Replacement Equipment Motor Vehicles  
Issue Code: 2401500  
FTE:  
Rate:  
Fund: State Attorney Revenue Trust Fund  
Category/Amount: Acquisition Motor Vehicles: \$146,000

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 #5**

Issue Title: Staffing Adjustment for Workload & Increased Judgeships  
Issue Code: 3001060  
FTE: 9.00  
Rate: 393,606  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$667,367  
Operations: \$46,665  
Transfer to DMS/HR Services: \$1,962



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

The Chief Judge and Judicial Administration for the Sixth Judicial Circuit have decided to add two new trial divisions for Pinellas County criminal court. The Chief Judge is closing the two traffic courts which only had one ASA assigned each. These two new divisions will be new criminal trial divisions and our office does not currently possess the available Assistant State Attorney personnel and non-attorney personnel to properly staff the new divisions. When new criminal divisions are created, it is necessary for the State Attorney to staff them accordingly and will require our office to fully staff two new divisions with additional Assistant State Attorneys (6), legal secretaries (2), and a witness coordinator (1). This request takes consideration of the two existing Assistant State Attorney positions in the traffic court divisions, so there will be four Assistant State Attorneys in each of the new criminal trial divisions. This issue is linked to felony, misdemeanor, and juvenile prosecution.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 07 Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,379,843  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,649,740

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Seventh Judicial Circuit (SA07) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA07 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA07 has 19,876,382 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$1,649,740 in salary & benefits for SA07.

Therefore, SA07 is requesting \$1,649,740 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA07 and the FPAA. The requested pay increase will provide SA07 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 1,200,000

Fund: General Revenue

Category/Amount: Salaries & Benefits: 1,670,640

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Seventh Judicial Circuit (SA07) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA07 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA07 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA07 has 80 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,200,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$470,640 for a total of \$1,670,640. Public safety is the number one priority for SA07 and the FPAA. The requested pay increases will provide SA07 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Early Case Resolution Division

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Code: 3000590

FTE: 17

Rate: 965,146

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$1,519,402

Operations: \$81,705

HR/DMS/HR Svcs/STW Contract: \$3,706

Narrative:

The Seventh Circuit State Attorney's Office is currently an active participant in Early Case Resolutions Courts all across our Circuit. We have Assistant State Attorneys and Support Staff assigned to each one of our programs. Currently, we have the GLAD (Getting a License to Drive) Program, where we assist low level 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. These cases are immediately taken off the court docket and put into diversion at the court date and later dismissed upon successful completion of any additional conditions.

SA07 has partnered with local law enforcement agencies, Volusia County Corrections Department and various service providers, launching the "State Attorney's Mission to Assist through Rehabilitation and Treatment," or SMART program, on July 1, 2021. This pilot program, creates a screening/treatment process for low-level, nonviolent criminal offenders suffering from mental health and/or drug and alcohol addiction. THE GOAL IS to timely evaluate and then provide alternative rehabilitative treatment in lieu of incarceration. These offenders comprise a significant and recurring segment of the criminal justice system. SMART connects participants with available services in the community, including but not limited to - sober living, family reunification, mental health treatment, veterans' services, drug and alcohol treatment, and transportation. Upon a demonstration that the offenders are compliant with treatment, criminal charges are dismissed by prosecutors before arraignment. The SMART program enjoys a 57.9% success rate. The vast majority of these defendants have over 30 prior criminal convictions and many more arrests, mostly for low-level and nonviolent misdemeanors. These cases clog judicial dockets, tie up law enforcement officials, take up costly jail space with non-violent criminals, and bog down the public safety and criminal justice systems. The impact of SMART is far reaching, in that it has a demonstrated ability to reduce recidivism, reduce escalating criminal conduct, reduce the costs and impact of this group on healthcare systems, and improve the quality of life for the defendants and the streets and neighborhoods of our communities. It is a new innovative streamlined approach to criminal justice, applying limited resources in a more timely and effective manner with better more lasting results.

SA07 also has a Veterans Court In recognition of the service and sacrifice of our Veterans for this country, we have established a Pre-Trial Veterans treatment Intervention Program with other criminal justice stakeholders in the Seventh Circuit. To achieve the goals of this program, experienced prosecutors are assigned to this Division and it is our hope to keep it that way.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Our office has also created a Driving While Under the Influence (D.U.I.) Diversion Program, which is available to Defendants in all divisions of the criminal courts throughout the four-county Seventh Judicial Circuit. Much like our Driver's License program mention above, this program is helping prevent everyday people from losing their licenses for long periods of time. Besides the daily caseload management involved with the Early Resolution Specialty Courts and Diversion Programs, there are extensive application and review procedures involved in the process. Furthermore, our office is an active participant with Court Administration and the Public Defender's Office in our Circuit to create a Mental Health Court, and therefore, expanding the options available in Diversion Specialty Courts.

Services provided as part of these Diversion Specialty Courts and Diversion Programs include outpatient treatment, non-secure residential treatment programs and intensive secure long-term residential treatment programs, anger management, batterer's intervention and other domestic violence counseling, random drug testing, GED assistance, transitional housing, and other services deemed appropriate. Our work includes partnering with law enforcement, defense counsel, the Florida Department of Corrections, and County Probation, among others. There is an immense amount of work in the courtroom and outside the courtroom to ensure participants get the resources needed to be successful.

The requested additional Assistant State Attorney personnel and support staff personnel are necessary to ensure that the stakeholders and the participants of these Diversion Specialty Courts and Diversion Programs have their required needs met by our office. We request a salary rate of \$90,000 for the additional Assistant State Attorney positions rather than the default rate due to the necessity of having seasoned Assistant State Attorneys with the requisite knowledge and background to handle the job description. Further we are requesting \$545,930 which is necessary to fund the operational expenses of the programs' recipients.  
Link to Agency Activities: Felony and misdemeanor prosecution.

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**Priority #4**

Issue Title: Staffing Adjustment for Workload & Increased Judgeship  
Issue Code: 3001060  
FTE: 8  
Rate: 403,982  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$663,082  
Operations: \$40,346  
HR/DMS/HR Svcs/STW Contract: \$1,744

Narrative:

A new County Court Criminal Division was funded by the Legislature for St. Johns County. It is 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 Criminal 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 2023 Legislature. This

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

agency does not have any excess staff to adequately cover this expansion. The skills and knowledge of these positions require experienced staff members.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 08 Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 857,450  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,025,167

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Eighth Judicial Circuit (SA8) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA8 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation.

Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep our office's trained support staff, investigators, and Assistant State Attorneys. Retaining our staff is a public safety issue since a decrease in our staffing means higher caseloads for our remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases.

The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA8 has \$12,351,411 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$1,025,167 in salary & benefits for SA8. Therefore, SA8 is requesting \$1,025,167 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to our office's FTE to retain current FTE.

Public safety is the number one priority for SA6 and the FPAA. The requested pay increase will provide SA6 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:  
Rate: 795,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,106,800

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Eighth Judicial Circuit (SA8) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7,000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and our concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA8 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA8 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address our retention and recruitment issues.

As of the time of this request, SA8 has 53 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$795,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$311,800 for a total of \$1,106,800. Public safety is the number one priority for SA8 and the FPAA. The requested pay increases will provide SA8 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting - efforts of the private sector.



**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

**Priority #3**

Issue Title: Increased FIST  
 Issue Code: 3009500  
 FTE:  
 Rate:  
 Fund: Forfeiture and Investigative Support Trust Fund  
 Category/Amount: Operations: \$19,346 non-recurring

Narrative:  
 The State Attorney, Eighth Judicial Circuit plans to fully expend the funds in this account during FY 2023-2024 to provide necessary equipment and programs for our Investigators needed to perform their duties.

**Priority #4**

Issue Title: Replacement Equipment-Motor Vehicles  
 Issue Code: 2401500  
 FTE:  
 Rate:  
 Fund: State Attorney Revenue Trust Fund  
 Category/Amount: Acquisition Motor Vehicles: \$120,000 non-recurring

Narrative:  
 The State Attorney, Eighth Judicial Circuit, requests replacement of vehicles assigned to investigators and/or state attorneys for use in their assigned duties. State Attorney Investigators are certified law enforcement officers and are available 24 hours a day 7 days a week to respond to crime scenes, conduct criminal investigations, locate and transport witnesses and victims for required criminal justice appearances and serve subpoenas. Assistant State Attorneys are required to travel for depositions and trials within the Eighth Judicial Circuit which encompasses 3,466 square miles. This issue impacts 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. The following 3 vehicles will meet the Department of Management Services (DMS) replacement criteria by June 30, 2023.

Year	Make	Model	VIN #	Est. Mileage 06/30/2023
2015	Ford	Taurus	1FAHP2D82FG126151	120,000
2016	Chevrolet	Impala	2G1WA5E3XG1132715	126,122
2013	Dodge	Charger	2C3CDXBGXDH543771	120,662

**Priority #5**

Issue Title: Early Case Resolution Division  
 Issue Code: 3000590

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE: 2.00

Rate: 106,200

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$171,959

Operations: \$9,936 of which \$6,751 is non-recurring

HR/DMS/HR Svcs/STW Contract: \$436

Narrative:

The Eighth Judicial Circuit (SAO8) State Attorney's Office and the Eighth Judicial Circuit Public Defender' Office (PDO8) request in their individual Legislative Budget Requests General Revenue funding and associated rate for a dedicated Senior Assistant State Attorney, Senior Assistant Public Defender, and Legal Assistant positions both the State Attorney and the Public Defender for the purpose of establishing Circuit Wide Joint State Attorney/Public Defender Early Case Resolution Program. The State Attorney is seeking one Assistant State Attorney at the salary rate of \$75,000 and one legal assistant at the default rate. The Public Defender is seeking one Assistant Public Defender at the rate of \$75,000 and one legal assistant at the default rate. Due to the COVID-19 Pandemic, the judicial system is experiencing a backlog of criminal cases that is delaying the administration of justice. The fact is that most cases enter the system ultimate resolve by plea, not trial. But due to the volume of pending cases, both the State Attorney and the Public Defender lack the necessary resources to quickly identify cases that may resolve by plea, diversion, or deflection very early in the process. The Circuit-Wide Joint State Attorney/Public Defender Early Case Resolution Program's goal is to resolve felony criminal cases within 30 days of the case entering the criminal justice system.

The Circuit-Wide Joint State Attorney/Public Defender Early Case Resolution Program will have one experienced Assistant State Attorney whose responsibility would be to identify, process, and prepare a criminal case for early resolution. The Assistant State Attorney would then notify the corresponding Assistant Public Defender that an early resolution option is available to the defendant. Correspondingly, the Assistant Public Defender would identify defendants who express a willingness to reach an early resolution of the criminal case. The Assistant Public Defender would then refer the Defendant to the Assistant State Attorney as a candidate for the program. If appropriate, the Assistant State Attorney would prepare and present an appropriate resolution. Examples of cases that are appropriate for early resolution include victimless crimes (such as regulatory crimes), low level drug crimes (such as simple possession of controlled substances), and low-level property crimes (such as thefts greater than \$750.00). The Circuit Wide Joint State Attorney/Public Defender Early Case Resolution Program will benefit not only the Defendant, the victim, SAO8/PDO8, but also all other stakeholders in the criminal justice system, including law enforcement, the county detention facilities, and the courts. The State Attorney and the Public Defender seek to appropriate limited resources to the most significant criminal matters and matters that are contested by the Defendant. Early resolution of cases conserves office resources by shortening the duration of the case and limiting the amount of attorney and staff time expended on the case. For example, early resolution cases contemplate a limited discovery practice wherein there is no need for depositions and live testimony of victims, witnesses, and law enforcement because the Defendant is not contesting the facts of the case. For the Defendant, Early Resolution has multiple benefits. The primary benefit is that the defendant will receive the most beneficial plea negotiation possible very early in the criminal justice process. Most defendants will ultimately resolve their case by a plea. If a defendant is incarcerated pre-trial, and the resolution is a non-incarcerative sentence (probation, rehabilitation,

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

community control) the Defendant will spend less time jail. This will allow the Defendant to return to the community, work, and family more quickly. If the defendant's sentence is a jail or prison sentence, it will be the shortest possible sentence that is appropriate under the facts and circumstance of the case. Quick resolution of cases will also help reduce jail populations and associated costs for county detention facilities.

The Courts will benefit from the Circuit-Wide Joint State Attorney/Public Defender Early Case Resolution Program because it will reduce the number of cases pending in the criminal divisions. The Courts will have greater time to focus limited resources on cases that are more serious or require more litigation. The reduction in caseload will also reduce the caseloads of the Clerk, Court room Deputies, Probation Officers and Court Reporters.

The key to the success of the Early Resolution Program is the ability to quickly identify, process, and dispose of criminal cases with an appropriate resolution for both the victim and the defendant. This requires that only highly experienced Assistant State Attorneys and Assistant Public Defenders staff the Early Resolution Program. Additionally, dedicated support staff is required for this program because of the speed and priority that identified cases must receive. 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.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 9th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 2,115,479  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,529,267

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Ninth Judicial Circuit (SA09) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA09 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA09 has \$30,473,085 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$2,529,267 in salary & benefits for SA09.

Therefore, SA09 is requesting \$2,529,267 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA09 and the FPAA. The requested pay increase will provide SA09 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:  
Rate: 2,475,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$3,445,696

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Ninth Judicial Circuit (SA09) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA09 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA09 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA09 has 165 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$2,475,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 970,696 for a total of \$3,445,696. Public safety is the number one priority for SA09 and the FPAA. The requested pay increases will provide SA09 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: State Attorney Workload  
Issue Code: 3001250  
FTE: 13  
Rate: \$780,000

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$1,290,068  
Operations: \$73,047  
HR/DMS/HR Svcs/STW Contract: \$2,834

**Narrative:**

The 9th State Attorney's Office desperately needs to recruit experienced prosecutors, as well as management level prosecutors, in order to fight the increase in violent crime in the 9th Circuit, and to create specialized prosecution units to ensure that serious cases are getting the expertise that they deserve. Currently, our office has one manager per bureau, which does not allow for the proper supervision, coaching, training and mentorship required to handle the large caseloads of our attorneys. Currently State Attorneys handle 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. In order to provide more training and specialized attention to serious cases, our office requests the following FTE to create the following positions:

The 13 additional attorney positions will allow us to redistribute those serious cases that are currently being handled by less experienced and over-burdened 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: Increased Support Staff  
Issue Code: 3000030  
FTE: 6  
Rate: \$207,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$334,670  
Operations: \$25,902  
HR/DMS/HR Svcs/STW Contract: \$1,308

**Narrative:**

The State Attorney's Office in the Ninth Judicial Circuit (SA09) is requesting six additional support staff positions. Each of our legal assistants are 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.

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**Priority #5**

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Title: State Sponsored Day Care Center

Issue Code: 4208011

FTE:

Rate:

Fund: General Revenue

Category/Amount: Operations: \$380,000

Narrative:

**Summary of the Issue**

The inability to recruit and retain Assistant State Attorneys and Support Staff in the current overly competitive job market is of critical concern the 9<sup>th</sup> Circuit. In the last year alone, we have lost more than 46 prosecutors, and have not been able to recruit nearly that amount. 73% of those prosecutors have expressly stated that they have resigned for higher paying jobs and simply can't afford to live on a prosecutor's salary. Additionally, we also receive daily resignations by Support Staff who have been able to obtain higher paying jobs with less work and job stress.

The 9<sup>th</sup> Circuit is requesting funding to operate a State-Sponsored Day Care Center for the benefit of our employees in order to increase our ability to retain more employees. The more non-monetary benefits we can provide our employees, the more likely we are to retain them and recruit other qualified employees.

**A. Monthly Child Care Costs**

Monthly infant care in Florida costs an average of \$770 (and can go as high as \$1,050 per month). Florida prosecutor salaries start at \$50,000, the fifth lowest prosecutor salary in the nation. The average salary for our support staff is \$36,041 (similar to the median wage in Florida in 2018 which was \$34,560). As such, a family earning two median incomes would spend 13.3% of gross income on infant care services for one child, and a single parent would spend 26%. [See Child Care Costs by State 2020 - Procare Solutions \(procaresoftware.com\)](#)

If we could offer our employees an average stipend of \$7,000 – 8,000 a year for child-care, which would also be conveniently located at their place of employment, we would be able to compete with local employers and retain our talented prosecutors and support staff long term.

**B. Budget Request – Cost to Renovate Agency Space for Day Care Center \$207,000-280,000 (non-recurring)**

Under the State Employee Child Care Program, individual agencies may sponsor worksite childcare centers, operated by private sector childcare providers, to be housed in state-owned or leased space. Such work-site centers shall be open to all eligible state employees with employees of the sponsoring agency having first priority for child enrollment. [See Section 110.151, F.S., State officers' and employees' child care services ; Rule 60L-38, F.A.C., State Child Care Program.](#)

The current physical set-up of the office would require renovations to create a feasible space for child-care operations. The estimated cost would be between \$207,000-280,000. [See](#) Attached estimate. The estimated cost for furniture and start-up equipment is \$100,000.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Accordingly, the 9<sup>th</sup> Circuit is requesting a \$380,000 non-recurring appropriation to cover the cost of the childcare space renovation, furniture and start-up equipment, and any other unknown related variable renovation expenses that may arise.

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**Priority #6**

Issue Title: Early Case Resolution Division  
Issue Code: 3000590  
FTE: 7  
Rate: \$306,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$493,504  
Operations: \$32,823  
HR/DMS/HR Svcs/STW Contract: \$1,526

**Narrative:**

Due to COVID-19, human resources became scarce as criminal activity continued to occur and increase in some criminal divisions. More matters are in need of early case resolution through diversion programs and specialty courts in order to clear backlogs and court dockets for cases that have little or no impact on public safety.

Currently our circuit operates low level drug and DUI diversion programs, as well as specialty courts (a Drug Court, a Veteran's Court and a Mental Health Court). Our diversion programs are currently operating within the applicable bureaus. Our specialty courts are staffed with a single ASA and one legal assistant. Each specialty court case must be reviewed for investigation and prepared as though it will be proceeding to trial. The ASA must conduct criminal background checks, contact witnesses and victims, and prepare full discovery and sentencing documents. Therefore, though different than a trial division workload, the ASA assigned to this division has a full workload. This ASA also handles violation of probation arraignments. The Courts will be adding other specialty courts, such as a Court for the homeless population. Our office does not receive additional State appropriation to operate specialty courts or the diversion programs.

We are requesting 7 additional FTEs to implement a diversion and specialty court bureau in order to expand and properly staff diversion and specialty court initiatives, and to also develop additional diversion programs such as diversion for resisting arrest without violence, obtaining public assistance by fraud, employment theft, prostitution, non-traffic DUI, non-possessory concealed weapons carry, and out of state/country diversion eligibility.

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**Priority #7**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 4  
Rate: \$146,000  
Fund: General Revenue



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Category/Amount: Salaries and Benefits: \$232,678  
Operations: \$17,268  
HR/DMS/HR Svcs/STW Contract: \$872

Narrative:

The impact of digital evidence has been overwhelming, significantly increasing our workload and severely depleting our technological capacity to manage digital evidence.

Most cases that come into the office have body worn camera, dash cameras, or other video surveillance (especially retail stores with self-checkout surveillance and home surveillance like Nest Cams, Ring doorbell, etc.). When these items are submitted, law enforcement does not provide a synopsis of what is depicted on the video or the timeframe of the crime, so the ASAs must watch the entire video. For example, one criminal incident that may have taken 1 hour to investigate may have 5 law enforcement officers working on scene with all 5 having body worn cameras. Sometimes the angle is better from one law enforcement officer or audio/video is more probative from another law enforcement officer, also requiring the ASA to watch and dissect all the videos. Therefore, in this example given, the ASA may have to watch 5 hours of video, even though it is just a one-hour interaction. We have also found that an increasing number of law enforcement officers are relying on their body worn cameras to record witness statements instead of obtaining a written statement. This is another reason why the ASAs must watch body came video.

Additionally, law enforcement agencies provide digital evidence in various formats, so obtaining them sometimes requires utilizing different inter-office methods, some of which are compatible and some of which are not. Therefore, there is a constant strain on our MIS department to address technological issues that impede the viewing of evidence. This results in a further delay in speedily filing the cases, as well as utilizing additional manpower in the office.

Additionally, from a technological standpoint, the type of multimedia evidence (BWC, Surveillance, Ring doorbell, camera phones, etc.) has evolved and caused significant technological issues. Law Enforcement agencies are continually adding capacity for body cams for their officers. New, lower-cost surveillance systems (like Ring, Waze, and many more) have made in-home video surveillance common place. Most people are now walking around with a video camera in their pockets and can capture events as they unfold. The quality of video surveillance has also increased exponentially. Older store-surveillance systems would record at standard video resolution (at most 640x480 pixels) but now record in full HD or higher (1280x720 pixels and up). This means most newer surveillance systems produce much larger files. Body Worn Cameras also record in HD and above and produce larger file sizes. While the increase in the number of videos would already be a lot to ingest into our systems, the sizes of the videos add even more to the problem and increases cost to manage.

These issues have added greatly to our workload and expense, as all this multimedia needs to be received, stored, and be accessible. It must be encrypted in transit and in storage, and it must be backed up.

Further, with respect to receiving Multimedia Evidence, most multimedia evidence is stored digitally (on servers, in the "cloud") but is too large to send via email. This means that many Body Cam and in-home surveillance system videos are received through a downloadable link, or through a web portal. These require a lot of staff time and a robust internet connection in order to download. They also require special training in order to understand and reliably use the links/portals we receive through so many different sources.

With respect to storing digital evidence, once we receive these files, we must store them for some time and cannot delete any files. The number and size of these files means we must

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

increase our server storage capacity greatly. With one agency, OPD, we're storing about 50-70 GB a day of BWC (1.5 TB a month). Once we store the files, they must be backed up. That means for every 1 GB of BWC video we receive, we need 2 GB of storage space. This storage must be maintained and encrypted, which requires specialized staff. This also requires additional spending.

With respect to disclosing multimedia evidence, this presents another challenge. Burning larger videos to disc can be very time-consuming. Implementing the means to securely share this evidence digitally is ideal but presents many challenges. Sharing the occasional video might not be a problem, but 10 BWC videos on a case, with many cases each day can be a large undertaking.

Further, redacting and converting videos has also become a much larger task. Many surveillance systems use proprietary formats, meaning that in order to redact things for trial, or to make it easier for a jury to watch, those videos need to be converted to a universal format. With the larger availability of surveillance systems, staff workload of converting videos has increased. The number of redactions needed has also increased greatly. Everybody camera on scene, every witness-captured cellphone video, every Ring camera is potentially a video that is going to need some redactions. Public Records requests for all these items also require reviewing, and possibly converting and redacting.

**Priority #8**

Issue Title: Replacement Equipment-Motor Vehicles  
 Issue Code: 2401500  
 FTE:  
 Rate:  
 Fund: State Attorney Revenue Trust Fund  
 Category/Amount: Acquisition of Motor Vehicles: \$90,000

Narrative:

The State Attorney's Office, Ninth Judicial Circuit is requesting \$90K to replace three motor vehicles. These vehicles will be approaching the 120,000 miles marker by June 30, 2023 as outlined in the Replacement Eligibility Factor (REF). These funds are available within our State Attorney Revenue Trust Fund, Cost of Prosecution. The three replacement vehicles are listed below:

This issue supports all State Attorney activities.

Unit#	Year	Make/Model	VIN Number	Mileage as of 6/30/22	Est. Mileage as of 6/30/23
14737	2013	Ford Taurus	1FAHP2D85DG181688	122,609	135,000
14740	2013	Ford Taurus	1FAHP2D85DG181691	113,526	128,000
14941	2013	Ford Taurus	1FAHP2D87DG181692	112,604	130,000

The issue is for Orange and Osceola Counties.  
 3 @ \$30,000 = \$90,000

**Priority #9**

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Title: Additional Equipment/Motor Vehicle

Issue Code: 2402400

FTE:

Rate:

Fund: Grants and Donations Trust Fund

Category/Amount: Acquisition of Motor Vehicles: \$60,000

Narrative:

The 9th circuit requests a large SUV for use by the Elected, Investigators and Executive Team members to accommodate long-range travel, carpooling and storage of equipment and luggage. The SUV vehicle would allow office members to travel together to effectuate state work while traveling and also save state funds on individual travel reimbursements, i.e., parking

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 10 Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,626,707  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,944,891

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Tenth Judicial Circuit (SA10) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA10 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA10 has \$ 23,432,412 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$1,944,891 in salary & benefits for SA10.

Therefore, SA10 is requesting \$1,944,891 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA10 and the FPAA. The requested pay increase will provide SA10 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Code: 4205A40  
FTE:  
Rate: 1,560,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,171,832

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Tenth Judicial Circuit (SA10) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA10 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA10 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA10 has 104 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,560,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 611,832 for a total of \$2,171,832. Public safety is the number one priority for SA10 and the FPAA. The requested pay increases will provide SA10 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Public Records Request Workload  
Issue Code: 3009700  
FTE: 2.00  
Salary Rate: 104,500  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$169,334

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

Operations: \$9.936  
 HR/DMS/HR Svcs/STW Contract: \$436

Narrative:

Government in the Sunshine is a worthy goal and a necessary obligation of government. There is, however, a cost to providing public records and the cost is increasing exponentially due to the workload increasing at a pace that cannot be managed with our current personnel. This issue provides funding for additional personnel to meet increasing public records demands. Attorney involvement is now necessary to make decisions on legal matters as to redactions, costs, and citizen protections under HIPPA. Increasing demands in this area are detracting from the State Attorney's core mission and must be addressed.

Not only do public records requests increase each year, they are becoming more time consuming and sophisticated. They include frequent demands by defense attorneys for all manner of records, such as, prosecutor personnel files, demands by families of victims, demands by businesses and research groups seeking records which serve their singular business or research interests. Jail and prison inmates are another notable group demanding public records.

Several law enforcement agencies within the 10th Judicial Circuit have established the use of body cameras. In addition to those already established, several of our larger agencies are in the process of implementing them. Public records requests will continue to increase and redaction will become a significant labor issue.

We require an additional Assistant State Attorney personnel position to manage the Public Record's Requests our office is receiving. The salary rate was set at \$72,000 due to the required experience needed for a qualified Assistant State Attorney personnel to handle the job description. The additional Support Staff personnel positions will help to manage the increased workload and make the redactions required by existing law.

Link to Agency Activities: Felony and misdemeanor prosecution

**Priority #4**

Issue Title: Replacement of Motor Vehicle  
 Issue Code: 2401500  
 Fund: State Attorney Revenue Trust Fund  
 Acquisition of Motor Vehicles: \$120,000

Narrative:

YEAR	MAKE/ MODEL	VIN	EST MILEAGE 6/30/22
2013	Ford Taurus	1FAHP2D83DG222464	125,000
	Meets Dropdead Mileage for Replacement		
2011	Ford Crown Vic	2FABP7EV7BX100009	140,000
	Meets Dropdead Mileage for Replacement		
2013	Ford Taurus	1FAHP2D81DG136909	132,000
	Meets Dropdead Mileage for Replacement		

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

The qualification for vehicle replacement is that vehicles have over 120,000 miles or aged over 12 years.

The vehicles are necessary and are linked to agency activities: felony, misdemeanor, and juvenile prosecution. This request is for three replacement vehicles for the cost of \$40,000 each.

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**Priority #5**

Issue Title: Reduce Unfunded Trust Authority  
Issue Code: 3301710  
FTE: -3.0  
Rate: (93,600)  
Fund: Grants and Donations  
Category/Amount: Salaries & Benefits: (\$250,000)

**Narrative:**

Three Trust Fund VOCA positions: position # 16146, 16147, 16148, are all Victim Advocate I positions. These positions are no longer needed since the VOCA contract will not be renewed. The contract expired 09/30/2021. The State Attorney's Office, 10th Circuit, requests to remove Grants & Donations Salaries Trust Fund Budget in the amount of \$250,000 and also remove the VOCA positions. The three VOCA positions are at the rate of \$31,200, the total rate for those three positions is \$93,600.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 11 Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment for All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 6,733,641  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$8,050,742

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Eleventh Judicial Circuit (SA11) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA11 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA11 has \$96,996,883 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$8,050,742 in salary & benefits for SA11.

Therefore, SA11 is requesting \$8,050,742 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA11 and the FPAA. The requested pay increase will provide SA11 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary and Benefits Adjustment  
Issue Code: 4205A40



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 5,235,000

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$7,288,168

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Eleventh Judicial Circuit (SA11) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA11 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA 11 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA11 has 349 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$5,235,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$2,053,168 for a total of \$7,288,168. Public safety is the number one priority for SA11 and the FPAA. The requested pay increases will provide SA11 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Added Salary & Locality Pay Additive

Issue Code: 4200A90

FTE:

Rate: 15,909,012

Fund: General Revenue, Grants & Donations TF, Child Support TF

Category/Amount: GR Salaries and Benefits: \$13,346,094

GDTF Salaries and Benefits: \$1,415,495

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

CSTF Salaries and Benefits: \$5,459,765

Narrative:

Miami is now the 19<sup>th</sup> least affordable housing market in the world. Candidates routinely decline our positions because “they cannot afford to live in Miami. The Federal government recognized the high cost of living in South Florida and provides their employees a 23.8% locality pay adjustment for the Miami-Ft. Lauderdale-Port St. Lucie area. We recognize that providing locality pay additives is expensive, but the alternative is far more costly and more dangerous to our community. The community depends on us for their safety and well-being.

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**Priority #4**

Issue Title: Salary and Benefit Adjustment for Salary Compression

Issue Code: 4205A30

FTE:

Rate: 2,949,420

Fund: General Revenue, Grants & Donations TF, Child Support TF

Category/Amount: GR Salaries and Benefits \$1,868,953

GDTF Salaries and Benefits \$246,843

CSTF Salaries and Benefits \$1,410,531

Narrative:

The inequities caused by the raising of State of Florida employees minimum wage to \$15 has caused long term employees to receive the same rate or similar rate of pay as new hires. Compression dollars are vital to our ability to recruit and retain experienced personnel.

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**Priority #5**

Issue Title: Crimes Against the Elderly Prosecution Unit

Issue Code: 3004400

FTE: 6.00

Rate: \$316,497

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$492,798

Operations: \$29,612

Transfer to DMS/HR Services: \$1,308

Narrative:

A rapid response prosecution team is critically needed to review the Department of Financial Services referrals, proactively assist law enforcement from the inception of the investigation, provide assistance with forensic accounting, assist victims with emergency legal services and to expedite prosecutions to trial and closure. Funding for dedicated staffing is essential to the formation and success of this unit.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-2024  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 12th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,227,127  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,467,153

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Twelfth Judicial Circuit (SA12) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA12 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA12 has \$17,676,548 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$1,467,153 in salary & benefits for SA12.

Therefore, SA12 is requesting \$1,467,153 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA12 and the FPAA. The requested pay increase will provide SA12 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:  
Rate: 1,260,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$1,754,172

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Twelfth Judicial Circuit (SA12) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA12 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA12 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA12 has 84 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,260,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$494,172 for a total of \$1,754,172. Public safety is the number one priority for SA12 and the FPAA. The requested pay increases will provide SA12 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Salary and Benefits Adjustment for Salary Compression

Issue Code 4205A30

FTE:

Rate: \$400,400

Fund: General Revenue

Salaries and Benefits: \$478,719

Narrative:

While the legislative increase of the minimum wage to \$15.00 on July 1, 2022 is more competitive in attracting new hires, it results in a dilemma with addressing compression for existing employees. The increase has caused two distinct problems. The first is the inequity between new hires and existing staff making the same amount. The second issue is a retention problem with those who are longer tenured and more experienced receiving similar pay as less experienced employees. The long-term staff have dedicated many years of their lives to the

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

service of our office and this State at the same wage or lower than the newer employees with the new minimum wage. These compression funds would be used to adjust the salaries for these employees that are the foundation of our support workforce with their retention, due to their valuable knowledge and experience.

Both sets of issues can be resolved with this issue's requested appropriation. The change in minimum wage has left our agency with an inability to handle the compression needs within our existing budget. Due to the increase this agency now has 38 support staff members making \$15.00 an hour, all with various years of service, class codes and duties. For example, we have staff members who were hired anywhere from 2009 to 2022 all now making \$15 an hour. Another example is a support staff member hired in 2004 is now making only \$66.72 more annually than a new hire. Additionally, two other staff members hired in 2010 respectively are making only \$396 and \$836 more than the minimum wage annually. Prior to the minimum wage increases, the starting salary for our agency for non-attorney, support staff personnel was \$22,000 annually or \$10.57 an hour. With the minimum wage increase to \$15.00, the new starting salary is \$31,200. This is a \$9,200 increase. To raise all current non-attorney, support staff above \$15.00 per hour by that figure would certainly cure the compression issues, but the cost is prohibitive. In FY 21-22, our office attempted to address this issue simply for the \$13.00 minimum wage increase, but did not have nearly the funds available to make a much-needed impact even at that rate; therefore, our office is requesting an appropriation of what averages to be \$4,178 for non-attorney, support staff personnel that would be disbursed based on duties and years of service. This will allow our office to address this serious compression issue and retain knowledgeable staff with appropriate salaries and recruit competent new hires. This issue results in a total request in salaries & benefits of \$502,650. Calculation for the class code/duties and tenure based plan is as follows:

19 Support Staff @ \$2,000 each / \$ .96 per hour	\$ 38,000	
3 Support Staff @ \$2,500 each / \$1.20 per hour	\$ 7,500	
11 Support Staff @ \$3,500 each / \$1.68 per hour	\$ 38,500	
55 Support Staff @ \$4,500 each / \$2.16 per hour	\$ 247,500	
9 Support Staff @ \$5,500 each / \$2.64 per hour	\$ 49,500	
Additional rate needed to address years of service within class codes		\$ 19,400

Salary Rate Total Request \$400,400, plus benefits for a total of \$478,719

Link to Agency Activities: Felony, misdemeanor, juvenile prosecution and civil matters.

**Priority #4**

Issue Title: Additional Staffing for Specialty Diversion Courts  
 Issue Code: 3001550  
 FTE: 8  
 Rate: \$418,600  
 Fund: General Revenue  
 Salaries and Benefits: \$686,494  
 Operations: \$41,046 (\$27,353 of which is non-recurring)

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

HR/DMS/HR Svcs/STW Contract: \$ 1,744

Narrative:

On September 4, 2020, Administrative Order 2020-19.3 was signed by the 12th Judicial Circuit Chief Judge creating a Problem-Solving Court and Criminal Administrative Division "P." In accordance with Article V, section 7, Florida Constitution, Rule of Judicial Administration 2.215, and section 43.26, Florida Statutes, this Problem-Solving Court and Criminal Administrative Division "P" was created, and all current 12" Judicial Circuit Problem-Solving Courts will be transferred to this new division. The clerks of court in Desoto, Manatee and Sarasota County have all been directed to create a new Division "P" for this purpose. No later than January 4, 2021, all problem-solving court cases shall be reassigned to Division P. The Problem-Solving Court and Criminal Administrative Division "P" is a separate division and full-time assignment for one circuit judge. Consequently, a corresponding allocation of State Attorney staff for DeSoto, Manatee and Sarasota County is necessary to handle the workload created by the additional judgeship.

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**Priority #5**

Issue Title: Staffing Adjustment for Workload & Increased Judgeships

Issue Code: 3001060

FTE: 8

Rate: \$393,600

Fund: General Revenue

Salaries and Benefits: \$651,678

Operations: \$41,046 (\$27,353 of which is non-recurring)

HR/DMS/HR Svcs/STW Contract: \$ 1,744

Narrative:

During the 2019 Legislative session Circuit 12 was identified as needing an additional circuit court judgeship. The allocation of this judgeship resulted 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 requires 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.

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**Priority #6**

Issue Title: Body Camera Evidence Review

Issue Code: 5008010

FTE: 8

Rate: \$423,165

Fund: General Revenue

Salaries and Benefits: \$694,039

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Operations: \$40,948 (\$27,702 of which is non-recurring)  
HR/DMS/HR Svcs/STW Contract: \$1,744

**Narrative:**

Law enforcement agencies have been moving toward body worn cameras that record law enforcement interactions with the public and with criminal suspects. Due to the prosecutors' role in the criminal court system, they are placed in the position of having to collect, review, and reveal to the defense all of 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. These positions are needed to process this additional digital evidence.

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**Priority #7**

Issue Title: Public Records Workload  
Issue Code: 3009700  
FTE: 4  
Rate: \$212,400  
Fund: General Revenue  
Salaries and Benefits: \$481,642  
Operations: \$19,872 (\$13,502 of which is non-recurring)  
HR/DMS/HR Svcs/STW Contract: \$872

**Narrative:**

The Legislature has assigned high priority to accountability and transparency. Public records workload continues to increase and is becoming more complex. Appropriate support staff and specialists in this area of legal practice are necessary and essential in fulfilling our obligations.

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**Priority #8**

Issue Title: Investigative Support Services  
Issue Code: 3000620  
FTE: 4  
Rate: \$200,000  
Fund: General Revenue  
Salaries and Benefits: \$584,166  
Operations: \$33,876 (\$14,200 of which is non-recurring)  
HR/DMS/HR Svcs/STW Contract: \$872

**Narrative:**

This agency is a three-county circuit with only one investigator. This one experienced investigator is retiring next summer 2022. These positions are critical to the preparation and successful prosecution of cases. They are necessary for investigation services for our circuit. Investigators are sworn law enforcement officers who are responsible for the investigative and

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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.

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**Priority #9**

Issue Title: Replacement of Motor Vehicles

Issue Code: 2401500

FTE:

Rate:

Fund: State Attorney Revenue Trust Fund

Acquisition of Motor Vehicles: \$64,000

Narrative:

Reliable transportation of Assistant State Attorneys, investigators and victim/witness advocates is essential in managing the day-to-day operation to and from four offices located within three different counties



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 13th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,916,356  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,291,195

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Thirteenth Judicial Circuit (SA13) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA13 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA13 has \$27,604,760 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$2,291,195 in salary & benefits for SA13.

Therefore, SA13 is requesting \$2,291,195 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA13 and the FPAA. The requested pay increase will provide SA13 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Issue Code: 4205A40  
FTE:  
Rate: 2,115,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,944,504

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Thirteenth Judicial Circuit (SA13) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA13 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA 13 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA13 has 141 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$2,115,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 829,504 for a total of \$2,944,504. Public safety is the number one priority for SA13 and the FPAA. The requested pay increases will provide SA13 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Staffing Adjustment for Workload & Increased Judgeships  
Issue Code: 3001060  
FTE: 7.00  
Salary Rate: \$1,112,473  
Fund: General Revenue

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Category/Amount: Salaries and Benefits: \$1,800,772  
Operations: \$39,333  
Transfer to DMS/HR Services: \$1,526

Narrative:

The State Attorney's Office, Thirteenth Judicial Circuit, requests the funding necessary to staff two (2) county criminal divisions. The Chief Judge in the Thirteenth Judicial Circuit has reinstated county criminal division B and plans to create one (1) new county criminal division. County criminal division B was previously dissolved in January 2021 by order of the Chief Judge. Assistant State Attorneys were moved into existing divisions and support staff were moved to other divisions with existing vacancies. As a result, we no longer have funding to fill support staff positions in county criminal division B; and therefore, we are requesting salaries and benefits for three (3) support staff positions, no FTE.

The Office of the State Attorney, Thirteenth Judicial Circuit, is also requesting salaries and benefits, no FTE, for four (4) Assistant State Attorney positions, and salaries and benefits for three (3) support staff positions, no FTE, for the newly created county criminal division. The new county criminal division is being created to keep up with the number of cases and case assignments in Hillsborough County.

Additionally, the Office of the State Attorney, 13th Judicial Circuit, requests funding for one (1) felony prosecution division to staff one (1) new felony judgeship anticipated to be certified for the 13th Judicial Circuit. It is imperative to have proper funding in order to staff this new felony division if the judgeship is added. The Office of the State Attorney, 13th Judicial Circuit, is requesting seven (7) Assistant State Attorney FTE positions with salaries and benefits. We are also requesting salaries and benefits for two (2) Legal Assistant II positions and one (1) Investigator I position, no FTE.

County Division: Reinstated County Criminal Division B requires the following:

3 Legal Assistant I (Salary \$31,200 x 3 = \$93,600)

Salary Rate: \$93,600 (does not include benefits)

County Division: New County Criminal Division requires the following:

4 Entry Level Assistant State Attorneys (Salary \$61,000 x 4 = \$244,000)

3 Legal Assistant I (Salary \$31,200 x 3 = \$93,600)

Salary Rate: \$337,600 (does not include benefits)

Total Salary Rate for two (2) County Divisions: \$431,200 (does not include benefits) (\$93,600 + \$337,600).

Felony Prosecution Division requires the following:

1 Felony Division Chief Assistant State Attorney (Salary \$107,745 )

1 Felony Division Deputy Chief Assistant State Attorney (Salary \$90,357)

1 Felony Division Lead Trial Assistant State Attorney (Salary \$79,819 )

3 Felony Line Assistant State Attorneys (Salary \$70,335 x 3 = \$211,005)

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

1 Intake Assistant State Attorney (Salary \$76,658)  
2 Legal Assistant II (Salary \$32,844 x 2 = \$65,688)  
1 Investigator I (Salary \$50,000.04)  
Salary Rate: \$681,272.04 Rate (does not include benefits)

Total Salary Rate for all three (3) divisions: \$1,112,472.04 (does not include benefits) (\$93,600 + \$337,600 + \$681,272.04). It may be necessary to make changes to this Issue Code at a later date depending on additional Administrative Orders issued by the Chief Judge.

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**Priority #4**

Issue Title: Replacement Equipment - Motor Vehicle  
Issue Code: 2401500  
Fund: State Attorney Revenue Trust Fund  
Category/Amount: Acquisition of Motor Vehicles: \$160,797

This Issue benefits all four core activities of the State Attorney, 13th Judicial Circuit, Hillsborough County. These activities are Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution and Civil Action Services. The cost to replace three (3) vehicles is estimated to be \$53,599 each, for a total request of \$160,797. The vehicles slated for replacement are projected to meet the Florida Department of Management Services Minimum Equipment Replacement Criteria by FY2023-2024.

Vehicle #: 89217; Year: 2011 Ford/Fusion; ID#: 3FAHP0HG0BR344422;  
Milage as of 06/30/22: 126,489

Vehicle #: 89221; Year: 2013 Dodge/Charger; ID#: 2C3CDXBG5DH531799;  
Milage as of 06/30/22: 128,679

Vehicle #: 89229; Year: 2014 Dodge/Charger; ID#: 2C3CDXBG8EH132712;  
Milage as of 06/30/22: 171,317

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**Priority #5**

Issue Title: Realignment of Administrative Expenditures  
Issue Code: 2000100 – Add \$20,000 General Revenue Salaries and Benefits  
Issue Code: 2000200 – Deduct (\$20,000) General Revenue Operating Expenditures

The realignment of budget dollars for administrative expenses between the appropriation category shown in Issue Code 2000100 and Issue Code 2000200 will more accurately reflect the anticipated expenditures within the given categories. This will help to reduce transfers necessary to meet financial obligations during the fiscal year in the General

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Revenue Salaries & Benefits Appropriation of the Office of the State Attorney, 13th Judicial Circuit, Hillsborough County. Total realignment of budget dollars (cash and authority) for this issue is \$20,000.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 14th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 789,496  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$943,921

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Fourteenth Judicial Circuit (SA14) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA14 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA14 has \$11,372,544 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$ 943,921 in salary & benefits for SA14.

Therefore, SA14 is requesting \$943,921 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA14 and the FPAA. The requested pay increase will provide SA14 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 540,000

Fund: General Revenue

Category/Amount: Salaries & Benefits: \$751,788

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Fourteenth Judicial Circuit (SA 14) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA14 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA 14 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA14 has 36 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$540,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$211,788 for a total of \$751,788. Public safety is the number one priority for SA14 and the FPAA. The requested pay increases will provide SA14 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Information Technology Critical Needs

Issue Code: 36201C0

FTE:

Rate:

Fund: State Attorney Revenue Trust Fund

Category/Amount: Operations: \$122,629

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

The State Attorney's Office, Fourteenth Judicial Circuit, consists of a six-county circuit, five of which are rural, and needs additional equipment to fully support the technology needs of the office. Technology is a critical part of operations on a daily basis. Small counties simply cannot generate enough revenue to adequately meet the technology needs of the State Attorney's Office. In addition, the State Attorney's Office must be in compliance with FDLE standards and regulations in collecting and exchanging data. This funding request is not designed to supplant county funding of technology, but to address the funding gaps and provide a minimum level of technology services. This equipment will provide continued security and point-to-point connections for each of the six offices, allowing the office to be fully paperless. This project was approved in FY 2016-2017, and budget authority was provided in the State Attorney Revenue Trust Fund to purchase equipment at that time. That equipment is at end-of-life and needs replacement and upgrading.

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**Priority #4**

Issue Title: Staffing Adjustment for Workload & Increased Judgeships

Issue Code: 3001060

FTE: 2

Rate: \$110,000

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$184,546

Operations: \$11,238

TR/DMS/HR Services: \$436

Narrative:

The Fourteenth Judicial Circuit was allocated two additional circuit judgeships, in FY 2020-2021 and FY 2021-2022, through Chapter 2020-112, Laws of Florida, and Chapter 2021-45, Laws of Florida, respectively. The Chief Judge of the Fourteenth Judicial Circuit issued a judicial assignments plan that assigns these judges to two counties that previously shared circuit judges with another county (Gulf County and Calhoun County). As a result, four counties within the Fourteenth Judicial Circuit that previously shared two circuit judges now each have their own circuit judge assigned. The State Attorney's Office, Fourteenth Judicial Circuit, requests general revenue funding for the salary and benefits of two entry-level Assistant State Attorneys to assist the senior attorneys in these counties with the additional court proceedings these counties are taking on. The office is currently hiring entry-level attorneys at an annual salary of \$55,000. Benefits and FICA increases total \$31,276 per position, for a total request of \$172,552 in salaries and benefits.

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Priority #5**

Issue Title: Salary and Benefit Adjustment for Salary Compression

Issue Code: 4205A30

FTE:

Rate: \$91,500

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$109,398

Narrative:

The legislative increase in the minimum wage to \$15.00 per hour for state employees is a welcome asset for State Attorney's Offices around the state. With this increase, State Attorney's Offices will be more competitive with the private sector in ability to hire competent, long term staff, allowing for the successful prosecution of cases. While the new minimum wage requirements will help attract good employees, they create compression issues regarding employees whose salaries are above the new minimum wage. Compression causes two distinct problems. The first is the inequity between new hires and 1-3 year staff. The second is retention of those who are longer tenured and more experienced but receiving similar pay as less experienced employees. The long-term staff will have dedicated many years of their lives to the service of our office at the same wage or lower than the newer employees with the new minimum wage.

Th State Attorney's Office, 14th Judicial Circuit, requests general revenue funding to address these compression issues, which the office lacks the ability to address within our current budget. The starting salary for our agency for non-attorney, support staff personnel has been \$24,000. With the minimum wage increase to \$15.00 per hour, the new starting salary is \$31,200. That is a \$7,200 increase for new hires. To raise all current non-attorney, support staff above \$15.00 per hour by that figure is cost prohibitive. Our office is requesting a more manageable increase of \$1,500 per non-attorney, support staff personnel that could be disbursed based on years of service or level of current salary. This will allow our office to retain staff with appropriate salaries and recruit new hires. This affects 61 filled positions and results in a request of approximately \$91,500 in salaries and \$17,898 in benefits and FICA increases, for a total of \$109,398.

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**Priority #6**

Issue Title: Replacement Equipment – Motor Vehicles

Issue Code: 2401500

FTE:

Rate:

Fund: State Attorney Revenue Trust Fund

Category/Amount: Acquisition of Motor Vehicles: \$72,000

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

The State Attorney's Office, Fourteenth Judicial Circuit, requests \$72,000 in State Attorney Revenue Trust Fund budget authority for the replacement of 2 vehicles assigned to Investigators and/or Assistant State Attorneys for use in their assigned duties. 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 Fourteenth Judicial Circuit and Governor's Executive Assignment cases as needed throughout the state. The Fourteenth Judicial Circuit is a six-county circuit and travel throughout the circuit is essential. Five of the six counties are rural, and four-wheel drive vehicles are needed to access rural roads that are often unpaved. State contract pricing for these mid-sized vehicles is currently approximately \$36,000. The State Attorney's Office, Fourteenth Judicial Circuit, requests budget authority within the State Attorney Revenue Trust Fund to replace two (2) vehicles which meet the Department of Management Services (DMS) replacement criteria based upon drop-dead age.

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**Priority #7**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 1  
Rate: \$35,568  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$57,055  
Operations: \$4,317  
TR/DMS/HR Services: \$218

Narrative:

In the last few years, law enforcement agencies have instituted body worn cameras that record law enforcement interactions with the public and with criminal suspects. As agencies have brought more cameras on line, prosecutors' offices have been inundated with videos depicting arrests, witness interviews and crime scenes. When an arrest is made or a criminal investigation by uniformed officers takes place, there are often more than just one or two officers wearing body worn cameras 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 audibly. In addition to body worn cameras, the Florida Highway Patrol (FHP) and other police agencies have added more dash cameras to their vehicles. Many agencies simply provide the State Attorney with a link to view all the videos on each case. A substantial additional burden is placed on the IT staff of the State Attorney's Office. These videos must be downloaded, often times must be converted to a different

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

format which is compatible with our case management system or the court room systems, provided in discovery, and must be redacted or edited so that only the relevant portions are presented at trial. Significant time is also spent editing videos for release pursuant to public records requests, especially given the requirements of Marsy's Law to protect certain victim information. The State Attorney's Office, 14th Judicial Circuit, is requesting general revenue funding for a Multimedia Specialist II at the default rate, to assist in editing and preparing this vast amount of evidentiary data for discovery, trial, and public records requests.

The State Attorney's Office, 14th Judicial Circuit, is requesting general revenue funding for a Multimedia Specialist II at the default rate of \$35,568, plus \$21,487 in benefits and FICA increases, for a total of \$57,055, to assist in editing and preparing this vast amount of evidentiary data for discovery, trial, and public records requests.

Link to Agency Activities: Felony, misdemeanor, and juvenile prosecutions.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 15 Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 2,115,479  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,529,267

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Fifteenth Judicial Circuit (SA15) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA15 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA15 has \$ 30,473,085 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$2,529,267 in salary & benefits for SA15.

Therefore, SA15 is requesting \$2,529,267 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA15 and the FPAA. The requested pay increase will provide SA15 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:  
Rate: 1,875,000

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Fund: General Revenue

Category/Amount: Salaries & Benefits: \$2,610,376

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Fifteenth Judicial Circuit (SA15) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA15 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA15 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA15 has 125 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,875,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$735,376 for a total of \$2,610,376. Public safety is the number one priority for SA15 and the FPAA. The requested pay increases will provide SA15 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Salary & Benefits Adjustment – Salary Compression

Issue Code: 4205A30

FTE:

Rate: 366,000

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$437,590

Narrative:

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

While the new minimum wage will help attract good employees, the office faces a dilemma with addressing two distinct problems. The first is the inequity between new hires and 1-5 year staff. Compression funds would address this by increasing those current employees who just make 5.38% more than minimum wage. These 1-5 year employees barely made 28,000-30,000 when the 15/hr min wage went into effect. Although they now make 31,200 and some make a small percentage more there is a huge inequity between new hires and those with 1-5 year experience. The second is a retention problem with those employees whose salaries are above the new minimum wage. To make it equitable, compression funds must be used to adjust the salaries for tenured employees that are the foundation of our support workforce due to their valuable knowledge and experience. In a time when there is already a shortage of workers, the office cannot suffer the loss of its most experienced staff because of the minimum wage increase. The recruiting and retention of staff is increasingly more difficult especially under the high rate of inflation.

SAO15 is trying to address this inequity incrementally based on years of service. Those employees with 1-2 years would receive 1000. Those with 3-5 years of experience would receive \$2000 and those over 5 years would receive \$3000.

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**Priority #4**

Issue Title: Competitive Area Differential Funding

Issue Code: 4200A60

FTE:

Rate: 948,497

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$1,271,359

Narrative:

Although the Legislature was very generous in salary issues last year, the increase cannot keep up with inflation and housing costs in Palm Beach County. A rate and salary increase of \$ 948,497 is requested for the 15th Circuit State Attorney's Office in Palm Beach County to implement competitive area pay differentials (CAD) comparable to those already in effect in the career service pay plan. The substantial difference in the cost of living across counties severely impacts this circuit's ability to recruit and retain qualified attorneys and staff. Further, it is difficult for this agency to compete with other local government agencies that already have a CAD. Review of the data collected in the Florida Price Level Index established by the US Bureau of Labor reveals that the cost-of-living in Palm Beach County has suffered a 10.6% increase along with Broward and Dade in the last 12 months.

Specifically, housing costs in Palm the Beach County have increased by 12.3%. In addition, CADs have been approved for South Florida for Florida Highway Patrol, career service; State Courts, Guardian ad litem and some other state law enforcement agencies.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**Priority #5**

Issue Title: Attorney Recruitment and Retention  
Issue Code: 4206A00  
FTE:  
Rate: 875,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$1,218,176

Narrative:

Although the Legislature was very generous in salary issues last year, the increase cannot keep up with inflation and housing costs in Palm Beach County. The office understands that public service agencies will not make the same salaries as private and as such ASAs are constantly being recruited by private law firms. Under normal situations this is manageable. However, for the FY23/24 budget the inflation rate and the issue of affordable housing for attorneys who only make \$4,166.67 gross monthly create a major obstacle for new hires to move to this area to fill positions. In order to keep current ASA FTE and recruit new ASAs, SAO15 is asking for an additional \$5,000 raise for each attorney. This amount will allow offices to raise the minimum to almost 60,000 which will hopefully be enough to afford housing which has increased by 12.3% in the last 12 months.

As of the time of this request, SAO15 has 105 filled Assistant State Attorney. Although over the last year the office has lost 23 ASAs to private practice only 9 new attorneys agreed to the offers for hire. That leaves the office with attorney vacancies that directly affect the workloads of everyone. A \$5,000.00 pay increase would be \$875,000 for our current ASA FTE, the office currently has 20 vacant Assistant State Attorney FTE positions that must be filled to properly execute the office's constitutional duties. Therefore, this office is requesting \$875,000 in salaries and benefits to provide a \$5,000.00 pay increase to the current 105 filled ASA FTE positions and 20 vacant ASA FTE positions for recruitment and retention purposes.

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**Priority #6**

Issue Title: Conviction Integrity Unit  
Issue Code: 30000410  
FTE: 3  
Rate: 165,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$265,357  
Operations: \$14,855  
HR/DMS/HR Svcs/STW Contract: \$654

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

State Attorney-15 is initiating a conviction review unit to review all petitions from defendants and family members who believe they have exculpatory evidence that was not available at trial. The Assistant State Attorney would be responsible for communicating with the person submitting the request, evaluating the case for further investigation, assigning the review to a team of Assistant State Attorneys who were not involved in the original case, carry out the tasks assigned by the review team and coordinating with the team investigator for new testing, evidence collection etc. The investigator will work with local law enforcement to expand scope of possible exculpatory evidence, follow new leads and ensure evidence testing. The Assistant State Attorney works to develop all possible leads and evidence and recommends the final decision to the first review team. This staffing of the unit will strengthen the assistance this office gives to these citizens to ensure everything is done to identify any miscarriage of justice.

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**Priority #7**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 3  
Rate: 155,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$245,819  
Operations: \$14,855  
HR/DMS/HR Svcs/STW Contract: \$654

Narrative:

The intake unit is the first to view all body and dash cameras in the determination of whether or not to file a case.

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 Assistant State Attorney will assume a greater load of cases with video to review. The Paralegal Specialist will be trained to work under the supervision of the Assistant State Attorney to review the videos, time stamp sections of evidentiary value and provide a brief scenario for each video. This will allow the attorney to then view only those videos that are linked as evidence to support a criminal case.

Finally, the sheriff will be instituting body worn cameras for all deputies which is over 2000 officers. This increases State Attorney 15's workload exponentially and is why this office is again asking for more assistance with this workload increase.

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**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Priority #8**

Issue Title: Deferred Prosecution  
Issue Code: 30000140  
FTE: # 3  
Rate: 138,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$223,522  
Operations: \$14,253  
HR/DMS/HR Svcs/STW Contract: \$654

Narrative:

State Attorney 15th is creating a Felony Level Diversion Program for drug and property crimes that are 3rd degree felonies. These include possession of certain drugs, Grand Theft, Burglary to vehicle or structure. The program will allow defendants to bypass the formal Court process by signing an agreement with the State Attorney to perform community service, pay costs, pay restitution, and take anti-crime course and other sanctions that would be similar to those used on probation cases. This is the last chance a defendant has to avoid entering the correctional system through probation.

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**Priority #9**

Issue Title: Mental Health, Veterans and Drug Court Staffing  
Issue Code: 4200350  
FTE: 4  
Rate: 200,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$366,928  
Operations: \$19,872  
HR/DMS/HR Svcs/STW Contract: \$872

Narrative:

The 15th Circuit is a strong participant in Problem Solving Courts as such the State Attorney is a necessary partner to appear in all hearings. This increase will assist the office with covering these special courts in addition to the normal workload for county and circuit court.

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**Priority #10**

Issue Title: Public Record Request Workload  
Issue Code: 30009700  
FTE: 1

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Rate: 50,000  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$75,310  
Operations: \$4,919  
HR/DMS/HR Svcs/STW Contract: \$218

**Narrative:**

In FY 2019-20, State Attorney-15 was appropriated approximately \$65,000 toward this issue code. With this appropriation the office hired a Multimedia Specialist II to review and redact the numerous Body Camera and Dash Camera videos that law enforcement agencies are using in the majority of cases. This LBR issue increases the unit by adding one more Multimedia specialist to assist with processing approximately 600 public records requests per year.

The sophistication and technical expertise needed to identify protected images under F.S. 119 and under Marcy's Law as well as the redaction of those images takes far more time and personnel to accomplish with the use of Body Worn Cameras. Each video that is attached to a case must now be viewed to redact all protected persons. Once the attorney has done an initial review and the paralegal has run the cost analysis and corresponded directly to the requestor the Multimedia Specialist must move through all the video feed to redact any protected classes. This redaction process on videos often requires a minute by minute view of video to ensure complete compliance with all the exceptions to FS 119. The increase in personnel for this unit will assist in more timely responses to all public records demands...

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**Priority #11**

Issue Title: Replacement of Equipment – Motor Vehicle  
Issue Code: 2401500  
FTE:  
Rate:  
Fund: Forfeiture and Investigative Support Trust Fund  
Category/Amount: Acquisition of Motor Vehicles: \$60,000

**Narrative:**

State Attorney 15 uses vehicles to search for victims and witnesses as well as transport for court and viewing crime scenes and evidence. Our current vehicle will meet the state criteria for surplus this fiscal year and must be replaced

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 16th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 287,870  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$344,177

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Sixteenth Judicial Circuit (SA16) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA16 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA16 has \$4,146,715 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$344,177 in salary & benefits for SA16.

Therefore, SA16 is requesting \$344,177 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA16 and the FPAA. The requested pay increase will provide SA16 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 300,000

Fund: General Revenue

Category/Amount: Salaries & Benefits: \$417,660

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Sixteenth Judicial Circuit (SA16) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA16 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA16 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA16 has 20 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$300,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$117,660 for a total of \$417,660. Public safety is the number one priority for SA16 and the FPAA. The requested pay increases will provide SA16 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Salaries and Benefits Adjustment for Salary Compression

Issue Code: 4205A30

FTE:

Rate: 95,504

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$114,185

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

SAO 16 estimated the need for an increase in salaries and benefits, and we do not have a spreadsheet. However, the compression issue started several years ago because the cost of living in the Florida Keys is 20 to 30 percent higher than on the mainland. As you will recall several years ago the state raised the starting salary of new ASAs to \$50,000. At that time our starting salary was \$53,500 and had been that for at least two years. We received no funds to raise our salaries at that time. However, all other circuits did, and then we had to compete with them for attorneys. We have lost attorneys to other circuits, as well as the private sector. We have been forced to raise the starting salary of ASAs by a very large percentage, and still cannot fill our openings. ASAs have recently left our employ demanding raises in excess of \$15,000, stating they cannot afford to rent a place to live. Raising our starting salary has also caused us to need to raise our other attorneys, thus leading to the request. The same analysis applies to staff positions, such as legal assistants. Compression due to minimum wage increases is not an issue, since there have no employees within 15% of minimum wage during the past five years.

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**Priority #4**

Issue Title: Body Camera Evidence Review  
Issue Code: 50081010  
FTE: 2  
Rate: 100,002  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$170,623  
Operations: \$11,238  
HR/DMS/HR Svcs/STW Contract: \$436

Narrative:

In the last few years, law enforcement agencies have started using body worn cameral that record law enforcement interaction with the public and criminal suspects. As agencies have brought more cameral online, our office has been inundated with videos depicting arrest, witness interviews, and crime scenes. The prosecutor's role in the criminal court system is unique. They are required by court rulings not just to advance evidence of guilt, but to turn over exculpatory evidence. This applies to body cam evidence as well. Prosecutors are placed in the position of having to collect, review, and reveal to the defense all of 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 and adds extra hours of work to each case.

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**Priority #5**

Issue Title: Early Case Resolution Division  
Issue Code: 3000590  
FTE: 1

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Rate: 55,619

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$93,136

Operations: \$5,619

HR/DMS/HR Svcs/STW Contract: \$218

Narrative:

The Florida Keys are a National Marine Sanctuary and unique environment for flora, fauna, fish, and the only living coral barrier reef in the continental United States much of the tourism in this circuit is dependent upon the reservation of the coral reef and endangered species, such as key deer and sea turtles. Equally as important is the prosecution of cases involving these endangered species, such as taking, harvesting, possession of endangered species; knowingly taking a sea turtle, exhibition or sale of wildlife, harvesting during closed season' possession of undersized fish, and unlawful harvesting methods

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**Priority #6**

Issue Title: Public Records Request Workload

Issue Code: 3009700

FTE: 2

Rate: 100,002

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$170,623

Operations: \$11,238

HR/DMS/HR Svcs/STW Contract: \$436

Narrative:

There has been a significant increase in the number and complexity of public records requests that the State Attorneys are required to answer. Failure to respond in a timely and complete manner may result in litigation and consume large amounts of time and resources. A large number of requests are made by personal injury lawyers and the media, and significant time must be devoted to managing and providing these records.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 17th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 3,232,061  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$3,864,252

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Seventeenth Judicial Circuit (SA17) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA17 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA17 has \$46,557,249 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$3,864,252 in salary & benefits for SA17.

Therefore, SA17 is requesting \$3,864,252 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA17 and the FPAA. The requested pay increase will provide SA17 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 3,465,000

Fund: General Revenue

Category/Amount: Salaries & Benefits: \$4,823,974

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Seventeenth Judicial Circuit (SA17) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA17 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA17 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA17 has 231 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$3,465,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$1,358,974 for a total of \$4,823,974. Public safety is the number one priority for SA17 and the FPAA. The requested pay increases will provide SA17 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Crimes Against the Elderly Prosecution Unit

Issue Code: 3004400

FTE: 2

Rate: 125,000

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$194,436

Operations: \$9,936



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

HR/DMS/HR Svcs/STW: \$436

Narrative:

The State Attorney's Office, 17th Judicial Circuit (SA17) requests workload and operational costs to fund a dedicated Unit for Elderly Abuse, as the Elderly Abuse Unit (EAU) has been restructured and reduced, while duties have only increased.

Prior to 2013, EAU was an independent Unit within SA17, staffed by multiple ASAs, but under the previous administration the number of ASAs in the Unit was reduced to two (2) and the supervision of the EAU was transferred to the Sex Crimes and Child Abuse Unit.

Additional oversight over elderly care was mandated by the Florida Legislature in 1997, with the latest amendment in 2022. SA17 established an Elderly Abuse Taskforce in response to legislative requirements as set forth in Chapter 415.106 and 400.19(3) F.S.

The 2 ASAs in the unit are responsible for conducting community outreach, performing nursing home spot-checks, carrying out duties of the EAU Taskforce including law enforcement training, covering cases in 18 different courtrooms and filing their own cases. Needless to say, this is an impossible task for 2 ASAs in a county where almost 18% of residents are over the age of 65. Additionally, F.S. 415.1103 gives the State Attorney the discretion to form an Elder Abuse Fatality Review Team, but again, because this unit has been decimated, SA17 does not have the manpower or resources to establish one.

With only two (2) prosecutors and the high volume of cases – 206 current active cases (excluding Capiases and Violation of Probation cases (VOPs)) – as well as the added Legislatively required duties/responsibilities associated with the EAU, funding is needed to add 1 Victim Outreach Advocate (VA) and 1 ASA to this unit to assist in outreach and other duties. Operational funds for specialty training of these 4 EAU FTE are needed to continue to meet the needs of the elderly in Broward County. This training assists SA17 in keeping the elderly public informed, and the LE agencies aware in an effort to prevent and prosecute these crimes. Please see attached for training details.

Workload and operational funding for training is requested to restore this unit with a dedicated Victim Outreach Advocate for Legislated Task Force responsibilities.

1 Victim Outreach Advocate @ \$50,000

1 ASA @ \$75,000

Operational Specialty training costs for 4 FTE (3 EAU ASAs, 1 VA) - \$7,798

LINK TO AGENCY ACTIVITIES: Felony, misdemeanor and juvenile prosecution

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**Priority #4**

Issue Title: Mental Health, Veterans, and Drug Court Staffing

Issue Code: 4200350

FTE: # 8

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Rate: \$437,869  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$709,532  
Operations: \$41,046  
HR/DMS/HR Svcs/STW: \$1,744

**Narrative:**

The State Attorney's Office, 17th Judicial Circuit (SA17 is not only an active participant in Diversion Specialty Courts but has had a leadership role in their creation and implementation.

SA17 has both a Misdemeanor and a Felony Drug Court. These cases must be reviewed and processed by staff at each stage of the diversion process. This is a multidisciplinary court with an emphasis on treatment and rehabilitation. To accomplish those goals an offender returns to Court twice as often as a regular division. Additional staff and resources are necessary to support the continued expansion of these programs.

2 Assistant State Attorneys (@\$65,000 each)  
1 Legal Secretary (@ \$37,623)

In 2021 the Legislature amended Florida Statute 394.47891, and in doing so provided legislative intent. "It is the intent of the Legislature to encourage and support the judicial circuits of the state and other agencies, local governments, interested public and private entities, and individuals to create and maintain a veterans treatment court program in each judicial circuit." (emphasis added).

The Chief Judge of the 17th Circuit along with the State Attorney, Public Defender and Clerk of the Court established our Veterans Court in 2012. The Court was designed to address the specialized needs of our returning veterans of the United States Armed forces who have been charged with a crime. Since its inception, no additional funding has been received to appropriately staff this specialty diversion court.

Additional prosecutors and staff are needed in order to provide more specialized attention to these cases. The cases require careful review for admission, participation and disposition to ensure members who have served our country are screened for any special needs to assist them in adjusting back into their communities as productive citizens.

SA17 requests funding for staffing for our Veteran's Court for the Fiscal Year 2022-2023.

1 Assistant State Attorneys (@\$65,000)  
1 Legal Secretary (@ \$37, 623)

The 17th Judicial Circuit also has specialty Mental Health Courts for both felony and misdemeanor cases. It was created by the Chief Judge of the 17th Judicial Circuit for

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

felony cases. The State Attorney's Office received no additional funding to staff this court and reassigned prosecutors from other felony divisions thus increasing those caseloads. In 2019, the Chief Judge expanded Mental Health Court to the Misdemeanor divisions. Again, the State Attorney's received no additional staff or funding to cover this court and it was necessary for us to reassign attorneys and staff.

Therefore, SA17 is requesting additional positions to appropriately staff the Mental Health court expansions.

2 Assistant State Attorneys (@ 65,000 each)

1 Legal Secretary (@ 37,623 each)

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 18th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,835,734  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,194,804

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Eighteenth Judicial Circuit (SA18) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA18 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA18 has \$26,443,421 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$2,194,804 in salary & benefits for SA18.

Therefore, SA18 is requesting \$2,194,804 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA18 and the FPAA. The requested pay increase will provide SA18 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 1,905,000

Fund: General Revenue

Category/Amount: Salaries & Benefits: \$2,652,142

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Eighteenth Judicial Circuit (SA18) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA18 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA 18 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA18 has 127 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,905,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$ 747,142 for a total of \$2,652,142. Public safety is the number one priority for SA18 and the FPAA. The requested pay increases will provide SA18 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Additional staffing for specialty Diversion Courts

Issue Code: 3001550

FTE: 6

Rate: 404,800

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$556,314

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

Operating Expenditures: \$31,100  
 Transfer to DMS/HR Services: \$1,308

Narrative:

Diversionary courts and programs are becoming an increasingly used tool to resolve cases and reduce court backlog. Specialty courts serve an important purpose as they offer tailored services, particularly to meet the needs of Veterans Court and Mental health Court. Additionally, Early

Resolution Programs (ERP) offer a speedy resolution of cases for qualifying defendants. The advantage of these programs includes low recidivism rates. These programs require more experienced Assistant State Attorneys to consider the circumstances of each case and determine suitability for assignment to a diversionary program. The salary rate required for the Assistant State Attorney is \$70,000 per each attorney. The salary rate required for Legal Support is \$31,200 per each. This is in support of all State Attorney activities. This issue is for Brevard and Seminole Counties.

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**Priority #4**

Issue Title: Replacement Equipment – Motor Vehicles

Issue Code: 2401500

FTE:

Rate:

Fund: State Attorney Revenue Trust Fund

Category/Amount: Acquisition of Motor Vehicles: \$90,000

Narrative:

The State Attorney's Office, 18th Judicial Circuit, is requesting budget authority to replace the following vehicles.

Year Make/Model	Identification Number	Mileage	As Of
2014 CHEVROLET IMPALA	2G1WA5E3XE1129939	96,579	08/18/2022
2016 CHEVROLET IMPALA	2G1QA5E37G1119080	99,406	08/18/2022
2012 CHEVROLET IMPALA	2G1WF5E37C1139259	96,160	08/18/2022

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 were determined based on the price of prior year vehicle purchases and allowing for anticipated inflation.

We are requesting two vehicles to be replaced with mid-size SUVs that are the same price or less than the traditional sedan that has been purchased previously. The SUVs will provide greater versatility in moving equipment, materials, and staff around the Eighteenth Judicial Circuit and the State of Florida. The SUVs 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.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Motor vehicles are used by Investigators and Assistant State Attorneys for agencies activities; Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution, and Civil Action Services. This issue is in support of all State Attorney Activities.  
This issue is for Brevard and Seminole Counties.

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**Priority #5**

Issue Title: Reduce Unfunded Trust Authority  
Issue Code: 3301710  
FTE:  
Rate:  
Fund: Grants and Donations  
Category/Amount: Salaries & Benefits: (\$82,700)

Narrative:  
Revenue received from the State Attorney Grants and Donation Trust Fund have not reached what they were anticipated to be. The spending authority must be adjusted to more accurately reflect the State Attorney's Office, Eightieth Circuit financial picture.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

**State Attorney, 19th Judicial Circuit**

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate:  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$3,161,017

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Nineteenth Judicial Circuit (SA19) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA19 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA19 has \$ 11,963,312 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$3,161,017 in salary & benefits for SA19.

Therefore, SA19 is requesting \$3,161,017 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA19 and the FPAA. The requested pay increase will provide SA19 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE:

Rate: 810,000

Fund: General Revenue

Category/Amount: Salaries & Benefits: \$1,127,682

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Nineteenth Judicial Circuit (SA19) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA 19 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA19 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA19 has 54 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$810,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$317,682 for a total of \$1,127,682. Public safety is the number one priority for SA19 and the FPAA. The requested pay increases will provide SA19 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2023-24  
(First through Twentieth Judicial Circuits)**

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**Individual State Attorney Circuit Responses:**

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

**Priority #1**

Issue Title: Cost of Living Adjustment All Staff  
Issue Code: 4203A70  
FTE:  
Rate: 1,900,819  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,272,620

**Narrative:**

Retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Twentieth Judicial Circuit (SA20) and the Florida Prosecuting Attorney Association (FPAA). To keep current FTE and compete with the private sector, the FPAA and SA20 are requesting an across-the-board cost of living adjustment of 8.3% to combat the difficulties created by inflation. Prices for goods and services have increased significantly. Every month, the U.S. Bureau of Labor and Statistics (BLS) releases a report calculating the Consumer Price Index (CPI) and calculating the rate of Inflation. On September 13, 2022, the report indicated an 8.3% inflation rate for the month of August 2022. The annual average inflation rate so far for 2022 has been 8.3%. The private sector has been raising salary offers and our office is, therefore, having trouble competing with the private sector. Salaries are essential to keep this office's trained support staff, investigators, and Assistant State Attorneys. Retaining staff is a public safety issue since a decrease in staffing means higher caseloads for the remaining staff. The ability to retain competent, long-term staff will provide much needed stability to the workforce that allows for the successful prosecution of cases. The retention of FTE issue can be resolved with this issue's requested appropriation. At the time of this request, SA20 has \$27,380,948 appropriated in salary & benefits to pay authorized FTE. An across-the-board cost of living adjustment of 8.3% would be an increase of \$2,272,620 in salary & benefits for SA20.

Therefore, SA20 is requesting \$2,272,620 in salary & benefits to provide an across-the-board cost of living adjustment of 8.3% to the office's FTE to retain current FTE. Public safety is the number one priority for SA20 and the FPAA. The requested pay increase will provide SA20 and all the agencies in the FPAA with much-needed help in retaining our trained FTE against the recruiting efforts of the private sector.

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**Priority #2**

Issue Title: Salary & Benefits Adjustment  
Issue Code: 4205A40  
FTE:

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Rate: 1,860,000  
Fund: General Revenue  
Category/Amount: Salaries & Benefits: \$2,589,492

Narrative:

Recruitment and retention of Assistant State Attorney (ASA) FTE is a major priority for the State Attorney's Office for the Twentieth Judicial Circuit (SA20) and the Florida Prosecuting Attorney Association (FPAA). To keep current ASA FTE and recruit new ASA FTE to fill vacancies, the FPAA is requesting a \$15,000 pay increase for all authorized ASA positions.

In FY 2019-2020, the Legislature increased the minimum starting salary for ASAs to \$50,000. While this increase was extremely important, it did not have its intended effect of increasing the ability to hire and retain adequate numbers of qualified attorneys to prosecute crimes and protect communities. For the current fiscal year, the legislature appropriated an increase of 5.38% and an additional \$5,000 per attorney for all ASAs, effectively increasing salaries by approximately \$7000. But inflation and the high cost of housing in Florida have combined to erode the effect of this unprecedented increase and the concomitant ability to recruit and retain attorneys.

ASAs are leaving public service faster than they can be trained and replaced. Private law firms are paying significantly more than the starting salaries approved by the Florida legislature, and SA20 and the other offices of the FPAA are finding it increasingly difficult to compete for talent. High turnover rates create situations where attorneys handle serious felony cases long before they are ready to do so, and the fewer filled ASA FTE positions means higher cases loads for remaining ASA FTE. To address this ongoing retention and recruitment problem, the FPAA and SA20 are asking for an increase of \$15,000 per authorized attorney position, which will allow circuits to increase the ASA starting salary to meet the community's needs and address any resulting compression issues, as well as the associated salary rate and benefits to address retention and recruitment issues.

As of the time of this request, SA20 has 124 ASA FTE positions. Therefore, the total rate amount requested for this issue is \$1,860,000 which is the amount needed to provide the requested \$15,000 pay increase for all authorized attorney positions. Benefits would be estimated at \$729,492 for a total of \$2,589,492. Public safety is the number one priority for SA20 and the FPAA. The requested pay increases will provide SA20 and all the agencies in the FPAA with much-needed help in keeping our trained Assistant State Attorney FTE and recruiting new Assistant State Attorney FTE against the recruiting efforts of the private sector.

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**Priority #3**

Issue Title: Cold Case Unit  
Issue Code: 3000820  
FTE: 3  
Rate: 210,000  
Fund: General Revenue  
Salaries and Benefits: \$328,486  
Operations: \$15,555  
HR/DMS/HR Svcs/STW Contract: \$ 654

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Narrative:

In the FY19/20 budget, the Agency's top priority was to establish a Cold Case Homicide Unit to handle the 400 plus unsolved homicides in the SWFL area. This initiative was approved and funded by the State Legislature. This critical issue funded two Investigators to work with law enforcement to solve cold cases that in some instances were more than 20 years old. With the assistance of law enforcement, this Unit has filed charges on 18 defendants solving 12 cold case homicides to date. To increase the success of the Cold Case Unit, we would like to expand the program with two dedicated Assistant State Attorney and a Prosecution Support Specialist.

The State Attorney's Office Cold Case Unit collaborates with law enforcement focusing solely on these cases. The following is a brief example of areas that are reviewed:

- a) evaluate and review evidence
- b) re-interview witnesses and develop new leads
- c) open lines of communication with victims' families
- d) obtain new evidence
- e) interview investigative staff
- f) utilize new science and technology to evaluate evidence
- g) compare evidence in current criminal databases

This new perspective in utilizing the latest investigative techniques increases the probability of solving these cases.

Since the inception of this unit, justice has been brought to the victims and their families in the Southwest Florida community. Below is a brief recap of the successful investigations this unit has accomplished.

**PROSECUTION OF ROLAND DAVIS SR** In 1990, a woman was discovered dead in her Charlotte County home, the victim of 39 stab wounds as a result of a home-invasion. This case remains pending as we extradite the defendant from Ohio.

**PROSECUTION OF JOSE BONILLA** A 2015 shooting at the Zombicon event in downtown Fort Myers on October 17, 2015.

**PROSECUTION OF TERRY MCDONALD** - A 2004 homicide, the 28-year-old victim was last seen in Lee County in January 2004. In 2019 a confession was obtained from McDonald in which he admitted to strangling the victim in Lee County. In December 2019, he pled guilty and was sentenced to 25 years in prison.

**PROSECUTION OF JOSEPH ZIELER** - In 1990 the rape and murder of a woman and young girl in Cape Coral. In 2016, evidence was developed in which DNA from Zieler matched to DNA recovered from the body of one of the victims and to DNA recovered at the scene of the crime. This case remains pending trial.

**PROSECUTION OF LUIS NIEVES:** A 1998 case where the victim was discovered dead in a cow pasture. This case remains pending trial.

**PROSECUTION OF TIPHANIE SAGER:** Was arrested and charged with felony murder related to a fatal shooting which occurred on February 21, 2015 during an attempted theft from the victim's home. This case remains pending trial.

**MICHELLE ASHLEY** was charged and is being prosecuted for the murder of a veteran of the United

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

States Marines in a Fort Myers hotel room in 1997. This case remains pending trial.

The unit continues to work closely with law enforcement to investigate and prosecute these difficult cases. The Agency experiencing a great demand from law enforcement for our unit's assistance. Currently, there is a waiting list of unsolved crimes that need to be investigated and reviewed by this unit, however we do not have enough staff to meet this demand.

SA20 is requesting additional positions, two Assistant State Attorney's and a Prosecution Support Specialist, to assist in the collaboration with local Law Enforcement to review these cases by coordinating, organizing and analyzing the data collected. This will bring overdue justice to victims and their families. The experienced Assistant State Attorney's will work closely with the SAO Investigators, and Law Enforcement to ensure these cold cases are resolved and bring resolution to the families. The Prosecution Support Specialist position will handle all intake, witness coordination and case preparation required on these intricate cases.

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**Priority #4**

Issue Title: Animal Cruelty Prosecution  
Issue Code: 3004700  
FTE: 1  
Rate: 57,500  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$95,755  
Operations: \$5,619  
HR/DMS/HR Svcs/STW Contract: \$218

**Narrative:**

The State Attorney's Office in the Twentieth Judicial Circuit has experienced a dramatic increase in animal neglect and animal cruelty investigations in our Circuit. Our law enforcement partners have made a concerted effort to vigorously investigate neglect and cruelty, make arrests where warranted, and highlight for the public the scourge of instances where animals, both domesticated, and in the wild, are physically abused, tormented, or maltreated. Florida statutes differentiate punishment for such instances based upon specialized investigation and expert evaluation of the abuses suffered.

Prosecution of these horrific acts requires specialized knowledge and expertise of animal injuries, necropsy results, and the physiological effects of abuse or neglect on animals. Law enforcement, to include our Sheriff's offices, Domestic Animal Services, and Fish and Wildlife, which investigates much of the wildlife abuse cases in our remote areas, have dedicated manpower, created units, and formed task forces to focus on these crimes.

The State Attorney's Office proposes that the Legislature fund one Assistant State Attorney to work in conjunction with law enforcement circuit-wide and create a specialized Animal Cruelty Unit in order to meet the commitment that these cases deserve. We estimate that in 2022, our five (5) county Circuit office's, will received 50 cases for evidentiary review and prosecution, where warranted. This reflects a 109% increase in cases sent to this office over the past five (5) years. The assigned Assistant State Attorney will work closely with law enforcement, county domestic animal services, and the public, to

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

ensure these cases are reviewed and prosecuted on a consistent basis.

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**Priority #5**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 1  
Rate: 62,400  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$103,666  
Operations: \$8,634  
HR/DMS/HR Svcs/STW Contract: \$ 436

**Narrative:**

Law Enforcement continues to expand their usage of body cams and dash cams to record officer community interactions. As more agencies continue to bring cameras online, the prosecutors' offices have been inundated with videos depicting arrests, witness interviews, and crime scenes. Currently, within the 20th Circuit, many of our Law Enforcement agencies utilize body/dashboard cameras including the Fort Myers Police Dept., Cape Coral Police Dept, Hendry County Sheriff's Office, Punta Gorda Police Dept., Naples Police Department, Collier County Sheriff's Office, Seminole Police Dept., Florida Wildlife Commission, Charlotte County Sheriff's Office, Florida Highway Patrol, and the Marco Island City Police Dept. Many of these agencies have expanded the use of cameras to include a camera for each individual officer as well as in the patrol car. When an arrest is made, or a criminal investigation by uniformed officers takes place, there are often more than one or two officers at the scene. While each body cam or dash cam video may record substantially the same scene because the camera travels with each individual law enforcement officer, there are differences in each recording. Some of what is recorded may be deemed by the courts, or defense attorneys, to be exculpatory. Therefore, all videos must be downloaded and reviewed by legal staff. Prosecutors are placed in the position of having to collect, review, and reveal to the defense all videos received. This extra workload has a substantial impact on the time spent on each individual case by the Prosecutor and Information Technology staff. The review of these recordings will add hours of work to the prosecution of each case. Ultimately it is the prosecution team's job to assure the proper evidence is disclosed and uploaded into the case file.

With the increased demand for this technology, and the expansion of Law Enforcement use, our agency must be equipped to acquire, review, and store data information. Additionally, the video recording quality is continually being upgraded resulting in higher resolution videos that require far more data storage. As the number of law enforcement agencies utilizing audio/visual platforms increases, so does the need for greater efficiency when managing these files. This provides the quality assurance necessary to assure that files are attached to the case files in a timely and correct manner, while verifying with law enforcement that all information has been received. Due to the complexity and volume of the media involved with body cam and dash cam footage, (2) Multi-Media Specialists are needed.

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**Priority #6**

Issue Title: Addition of Specialty Courts Division  
Issue Code: 3001540

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

FTE: 3  
Rate: 146,200  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$243,343  
Operations: \$15,555  
HR/DMS/HR Svcs/STW Contract: \$ 654

Narrative:

To meet the requirements of a key stakeholder in diversion courts, we are asking for recurring General Revenue Funds for two (2) Assistant State Attorneys and one (1) Support position. Staffing these diversion courts will allow personnel to quickly and efficiently manage these programs, reducing clients' time in jail and expediting the treatment that is so vital. These positions are compatible to the positions that the Public Defender's Office were allocated in the 2020/21 budget session. To make these circuit wide programs effective, all stakeholders must be staffed adequately and fairly.

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**Priority #7**

Issue Title: Staffing Adjustment for Workload & Increased Judgeships  
Issue Code: 3001060  
FTE: 2  
Rate: 88,700  
Fund: General Revenue  
Category/Amount: Salaries and Benefits: \$147,588  
Operations: \$9,936  
HR/DMS/HR Svcs/STW Contract: \$436

Narrative:

HB 5301 revised the number of circuit and county Judges in the state of Florida. Within the 20/21 State budget, court operations was appropriated for 6 county court Judgeships (1 for Lee County, 1 for Orange County, and 4 for Hillsborough County). The Lee County position was filled in late 2021. No corresponding funds were provided to the State Attorney's Office to staff this additional Judge position. When a new Judgeship is created the effect on the Prosecutors office is not just one of Attorney staffing but a "prosecution team" that is necessary to meet the workload demands. The prosecution team would consist of an Attorney and a Legal Assistant.

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**Priority #8**

Issue Title: Replacement Equipment – Motor Vehicles  
Issue Code: 2401500  
FTE:  
Rate:  
Fund: State Attorney Revenue Trust Fund  
Category/Amount: Acquisition of Motor Vehicles: \$150,000

Narrative:

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

Being the largest geographic circuit in the state of Florida, transportation is key to completing our prosecution function. By June 30, 2024, our agency will have five 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

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**Priority #9**

Issue Title: Competitive Area Differential – Funding for Support Staff

Issue Code: 4200A10

FTE:

Rate:

Fund: General Revenue

Category/Amount: Salaries and Benefits: \$343,413

Narrative:

The role of support staff in the State Attorney's Office is essential to the successful prosecution and operation of our agency. It is essential that we establish competitive pay within the local job market. This will allow us to attract more and better candidates as well as retain vital employees. Additional general revenue salary funding is being requested that would bring all support staff to the \$36,400 minimum to be competitive with other local government agencies.



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**PUBLIC DEFENDER – LBR BUDGET ISSUE PRIORITIES FOR FY 2023-2024  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

**TRIAL AND APPELLATE BUDGET ENTITIES:**

**Priority #1**

Issue Title: Salary and Benefits Adjustment  
Issue Code: 4205A40  
FTE: 0  
Rate: 4,724,735  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$ 6,577,778

**Narrative:**

The Florida Public Defender’s Association (FPDA) is seeking to provide a professional-level salary for all Assistant Public Defenders (APDs - class codes 5901 and 5909) by requesting an increase of the base minimum starting salary for APDs from \$50,000 to \$65,000. Inflation coupled with exorbitant increases in rents throughout the state is making it impossible to attract and retain enough attorneys to work in our offices.

In FY19-20 the Legislature increased the minimum starting salary for APDs from \$39,000 to \$50,000, an \$11,000 increase. This increase was extremely important and appreciated, yet still left the starting salary well below what it needed to be in order to draw entry level/less experienced attorneys to Public Defender and State Attorney offices. The raises granted by the Legislature during last year’s session has allowed most offices to raise their starting salaries above the minimum set in FY19-20, but offices are still having difficulty attracting and retaining APDs.

Entry-level APDs have completed 4 years of college and 3 years of law school. They are often saddled with huge amounts of student loans and face an increasingly high cost of living in our state. Simply stated, the current mandated starting salary of \$50,000 is not sufficient to attract and retain attorneys at an adequate level. We are asking to provide a professional-level salary for entry-level APDs so that they can afford to do this important work.

In comparison, Florida’s minimum wage for state employees in January 2020 was \$8.56/hour, the equivalent of a \$17,805 per year salary. Starting in July 2022, the legislature increased that to \$15/hour, the equivalent of a \$31,200 annual salary—or \$13,395 per year increase. In essence, we are requesting the Legislature to do the same thing for our attorneys by increasing the minimum annual starting salary from \$50,000 to \$65,000, or a \$15,000 per year increase. An increase to the minimum base salary rate for Assistant Public Defenders to \$65,000, comparable to what the Legislature did with the state employment minimum wage, would make public service in the Judicial System more attractive to a wider-range of entry level/less experienced attorneys. It is crucial that we offer a professional livable wage in this time of unprecedented inflation.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**PUBLIC DEFENDER – LBR BUDGET ISSUE PRIORITIES FOR FY 2023-2024  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

**TRIAL AND APPELLATE BUDGET ENTITIES:**

**Priority #2**

Issue Title: Cost of Living Adjustment for All Staff  
Issue Code: 4203A70  
FTE: 0  
Rate: 10,015,978  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$13,278,747

**Narrative:**

The Florida Public Defender’s Association (FPDA) is requesting a 6.5% Inflation salary increase for all filled FTE personnel positions, employed as of June 30, 2023. This request would include each of the Public Defender circuits, at both the Trial and Appellate levels. Sky high inflation has decimated the earnings of Floridians. While the 5.38% inflation adjustment the legislature and the Governor approved for FY 22-23, helped our staff survive through the unprecedented gasoline prices and inflation rates, it was not enough to address the financial pressures our employees face every day.

Inflation is on an astonishing increase. The cost of basic necessities of housing, groceries, fuel, clothing, and child care are far outpacing the salaries of state employees. When coupled with student loans, it impedes the ability of the Public Defenders to provide a stable workforce which is critical to providing integrity in the Criminal Justice System.

Public Defender offices frequently hire newly educated, less experienced workers at all staffing levels, providing vital on the job training in legal representation of the indigent. We must retain experienced staff and minimize turnover and the constant retraining of new staff. A 6.5% inflation adjustment will continue to build on what the Governor and Legislature provided in FY22-23.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Individual Public Defender Circuit Responses (Trial):**

**Public Defender, 1st Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Maximize Use of Indigent Criminal Defense Trust Funds for Operating Expenditures  
Issue Code: 4300200  
FTE: 0  
Rate: 292,740  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Salaries and Benefits  
Amount: \$350,000

Narrative:

The Public Defender First Circuit requests an increase to ICDTF Salaries and Benefits budget authority. This request aligns with the strategies for retention and inflation averred for FY 2022-23 and 2023-24.

**Priority # 4**

Issue Title: County Agreement for Personnel Services  
Issue Code: 4303030  
FTE: 0  
Rate: 0  
Fund: Grants and Donations Trust Fund (GDTF)  
Category: Salaries and Benefits  
Amount: \$37,096

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. For 2023-24, the projection of county reimbursements is \$222,874, therefore additional authority of \$37,096 is requested.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 2nd Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 3rd Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Increased Support Staff  
Issue Code: 3000030  
FTE: 2.00  
Rate: 62,400  
Fund: General Revenue  
Category(s): Salaries and Benefits  
TR/DMS/HR Svcs Contract  
Amount: \$104,102

**Narrative:**

In fiscal year 2020-21, the Third Circuit Public Defender's office (PD3) received 1.5 FTEs (positions only, no funding) that were transferred from another Public Defender's Office. This transfer in positions, which were approved by the legislature, was the first true increase in our FTEs in over a decade and brought our number of Assistant Public Defender positions to 19.0 attorney FTE.'s. However, we currently only have 7.0 FTEs allotted for Legal assistant support staff which is inadequate under our current circumstances. Once we are fully staffed with APDs, the attorneys and support staff ratio will be entirely unsustainable. It should also be noted that the Elected Public Defender and the Administrative Director have no support staff personnel dedicated to their support and must rely on Legal Assistants who also support multiple APDs. PD3 is not requesting any operations funding for these two (2) positions.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 3rd Judicial Circuit**

**Priority # 4**

Issue Title: Additional Equipment Motor Vehicles  
Issue Code: 2402400  
FTE: N/A  
Rate: N/A  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Acquisition of Motor Vehicles  
Amount: \$35,000 Non-recurring

**Narrative:**

The Third Circuit consists of seven rural North Florida counties. This additional vehicle will be assigned to the Chief Assistant Public Defender assigned to the Suwannee County office. The Suwannee County office serves four counties that cover a large geographic area: Suwannee, Madison, Lafayette and Hamilton. A substantial percentage of the roads in this area are unpaved. Our investigators and supervisors need larger vehicles that can better maneuver over rural unpaved roads. PD3 will need to begin to migrate to mid-size four-wheel drive SUV's in the coming years. They will better accommodate the unpaved roads and employees and/or non-employees (i.e., witnesses) who have some physical mobility deficits and cannot easily access the smaller vehicles. These models are available for \$30,000 - \$35,000. PD3 has sufficient trust funds to cover the increased appropriation.

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

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Increase Trust Fund Authority  
Issue Code: 3001520  
FTE: 0  
Rate: 0  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Salaries and Benefits  
Amount: \$763,000

**Narrative:**

The Fourth Judicial Circuit Public Defender (PD-04) is requesting an increase in spending authority in the Indigent Criminal Defense Trust Fund (ICDTF)--specifically in the Salaries and Benefits category. ICTDF is funded by collections for Indigent Criminal Defense Application Fees, court-imposed Attorney Fees, and Article V Traffic Fines. Historically, PD-04 has used

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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

this fund to cover that portion of the Salaries and Benefits for employees which is not covered by General Revenue appropriations. During the COVID-19 pandemic, PD-04 experienced significant employee attrition, resulting in a reduction of use of ICDF funds for salaries and benefits. With COVID-19 on the decline, the office is returning to normal and requires additional authority to continue its efforts to return to adequate staffing. An increase in authority will provide the office the ability to recruit and retain its staff.

In addition, there have also been several state mandated salary increases resulting in PD-04's total Salary and Benefit responsibilities to increase. During the period of low staffing, those increases could be covered with existing ICTDF authority. Salaries and benefits costs continue to increase as PD-04 hires more employees at the new minimum salaries mandated by the Legislature. All of these factors contribute to the need for additional spending authority for Salaries and Benefits from ICDF funds.

**Priority # 4**

Issue Title: Replacement Equipment – Motor Vehicles  
Issue Code: 2401500  
FTE: N/A  
Rate: N/A  
Fund: Indigent Criminal Defense Trust Fund (ICDF)  
Category: Acquisition of Motor Vehicles  
Amount: \$90,000 Non-recurring

**Narrative:**

The Public Defender's Office, Fourth Judicial Circuit (PD-04) requests funds to purchase three replacement vehicles. Normally, PD-04 seldom requests more than two vehicles in a given fiscal year, based upon their high mileage. The third vehicle being requested this year is to replace a vehicle that was totaled in an accident in which the PD-04 employee was not at fault. PD-04 has already received funds from the insurance company for the at-fault drivers, and those funds will be applied to the purchase of that vehicle's replacement.

It is anticipated that the first two vehicles listed below will meet the age and mileage criteria for replacement as specified by the Department of Management Services within FY 2022-2023. Since the Fourth Judicial Circuit serves a three-county area, reliable vehicles are needed for investigation of cases as well as pool cars for attorneys to visit outlying detention facilities, attend court proceedings located within the three-county area, and attend out of town trainings.

**SCHEDULE VIIIA  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

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

The vehicles meeting the requirement for replacement are as follows:

<u>Year</u>	<u>Make/Model</u>	<u>Identification Number</u>	<u>6/22 Mileage</u>	<u>Estimated 6/23 Mileage</u>
2013	Ford Taurus	1FAHP2D81DG188749	96,400	120,100
2014	Ford Taurus	1FAHP2D89EG164751	104,156	122,887
2020	Nissan Rogue	5N1AT2MT2LC752602	19,700	WRECKED

The present elected Public Defender continues to decline to have an office car permanently 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 wreckage and/or mileage guidelines for replacement and the Office is requesting to replace them with the purchase of three (3) small sport utility vehicles @ \$30,000 each for a total of \$90,000. This office typically tries to replace its vehicles with similar vehicles however, the State at this time is not offering pricing for mid-size sedans which is why the two sedans are being requested to be replaced with two small sport utility vehicles.

**Public Defender, 5th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 6th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 7th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 8th Judicial Circuit**

Agency Fiscal Year 2022-23 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Early Case Resolution Division  
Issue Code: 3000590  
FTE: 2.00  
Rate: 106,200  
Fund: General Revenue  
Category(s): Salaries and Benefits  
Public Defender Operating Expenditures  
TR/DMS/HR Svcs Contract  
Amount: \$182,331 / \$6,751 Non-recurring

**Narrative:**

The Eighth Judicial Circuit (SAO8) State Attorney's Office and the Eighth Judicial Circuit Public Defender' Office (PDO8) request in their individual Legislative Budget Requests General Revenue funding and associated rate for a dedicated Senior Assistant State Attorney, Senior Assistant Public Defender, and Legal Assistant positions both the State Attorney and the Public Defender for the purpose of establishing Circuit Wide Joint State Attorney/Public Defender Early Case Resolution Program. The State Attorney is seeking one Assistant State Attorney at the salary rate of \$75,000 and one legal assistant at the default rate. The Public Defender is seeking one Assistant Public Defender at the rate of \$75,000 and one legal assistant at the default rate.

Due to the COVID-19 Pandemic, the judicial system is experiencing a backlog of criminal cases that is delaying the administration of justice. The fact is that most cases enter the system ultimate resolve by plea, not trial. But due to the volume of pending cases, both the State Attorney and the Public Defender lack the necessary resources to quickly identify cases that may resolve by plea, diversion, or deflection very early in the process. The Circuit-Wide Joint State Attorney/Public Defender Early Case Resolution Program's goal is to resolve felony criminal cases within 30 days of the case entering the criminal justice system.

The Circuit-Wide Joint State Attorney/Public Defender Early Case Resolution Program will have one experienced Assistant State Attorney whose responsibility would be to identify, process, and prepare a criminal case for early resolution. The Assistant State Attorney would then notify the corresponding Assistant Public Defender that an early resolution option is available to the defendant. Correspondingly, the Assistant Public Defender would identify defendants who express a willingness to reach an early resolution of the criminal case. The Assistant Public Defender would then refer the Defendant to the Assistant State Attorney as a candidate for the program. If appropriate, the Assistant State Attorney would prepare and present an appropriate



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 8th Judicial Circuit**

resolution. Examples of cases that are appropriate for early resolution include victimless crimes (such as regulatory crimes), low level drug crimes (such as simple possession of controlled substances), and low-level property crimes (such as thefts greater than \$750.00). The Circuit Wide Joint State Attorney/Public Defender Early Case Resolution Program will benefit not only the Defendant, the victim, SAO8/PDO8, but also all other stakeholders in the criminal justice system, including law enforcement, the county detention facilities, and the courts.

The State Attorney and the Public Defender seek to appropriate limited resources to the most significant criminal matters and matters that are contested by the Defendant. Early resolution of cases conserves office resources by shortening the duration of the case, and limiting the amount of attorney and staff time expended on the case. For example, early resolution cases contemplate a limited discovery practice wherein there is no need for depositions and live testimony of victims, witnesses and law enforcement because the Defendant is not contesting the facts of the case. For the Defendant, Early Resolution has multiple benefits. The primary benefit is that the defendant will receive the most beneficial plea negotiation possible very early in the criminal justice process. Most defendants will ultimately resolve their case by a plea. If a defendant is incarcerated pre-trial, and the resolution is a non-incarceration sentence (probation, rehabilitation, community control) the Defendant will spend less time jail. This will allow the Defendant to return to the community, work, and family more quickly. If the defendant's sentence is a jail or prison sentence, it will be the shortest possible sentence that is appropriate under the facts and circumstance of the case.

Quick resolution of cases will also help reduce jail populations and associated costs for county detention facilities. The Courts will benefit from the Circuit-Wide Joint State Attorney/Public Defender Early Case Resolution Program because it will reduce the number of cases pending in the criminal divisions. The Courts will have greater time to focus limited resources on cases that are more serious or require more litigation. The reduction in caseload will also reduce the caseloads of the Clerk, Court room Deputies, Probation Officers and Court Reporters.

The key to the success of the Early Resolution Program is the ability to quickly identify, process, and dispose of criminal cases with an appropriate resolution for both the victim and the defendant. This requires that only highly experienced Assistant State Attorneys and Assistant Public Defenders staff the Early Resolution Program. Additionally, dedicated support staff is required for this program because of the speed and priority that identified cases must receive.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 10th Judicial Circuit**

**Priority # 1**

Issue Title: Increase Authorized Rate  
Issue Code: 51R0100  
FTE: N/A  
Rate: 135,200  
Fund: N/A  
Category: N/A  
Amount: N/A

**Narrative:**

The Public Defender's Office, 10th Judicial Circuit is requesting a rate increase to current staff vacant positions and to support increased use of trust fund authority in salaries. This issue is to increase the rate of four entry level support staff positions to four entry level Assistant Public Defender positions at \$65,000 per year. In fiscal year 22-23, this office received an additional \$100,000 in authority in the Salaries and Benefits category with no additional rate. This issue would be utilizing existing trust fund authority and vacant positions.

**Priority # 2**

Issue Title: Circuit Parity Funding  
Issue Code: 4209A60  
FTE: 0  
Rate: 250,920  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$300,000

**Narrative:**

The 10th Circuit Public Defender is requesting \$300,000 with accompanying rate in recurring general revenue appropriations in Salaries and Benefits to assist the 10th Circuit Public Defender to recruit and retain qualified attorneys and staff.

**Public Defender, 11th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 12th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Salary and Benefit Adjustment for Salary Compression  
Issue Code: 4205A30  
FTE: 0  
Rate: 910,000  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$1,087,996

Narrative:

The Public Defender's 12th Circuit is requesting a rate increase for (91) current filled FTEs of \$10,000 in rate, salaries and benefits per FTE to adjust for compression of salaries; 1) to offset the portion of the Legislative mandated raises, which are funded through trust funds, 2) the State of Florida raising its minimum wage for state works to \$15, 3) the cost of living in Sarasota /Manatee County has increased by 55% compared to 2021, where the average home cost is now \$478,700 compared to \$333,400 in the Sarasota area and 4) The cost of basic necessities of groceries, gasoline, housing, child care and utilities all have increased. The Public Defender's Office, 12th Circuit has a 22.65% turnover rate in the last year, due to these rising costs in our area as well as the competition from the private sector, which impedes the ability to hire and retain experienced workers. Our compression issue is to hire, recruit, retain and address the compression factor within the Public Defender 12th Circuit. The Public Defender's Office, 12th Circuit is requesting \$910,000 (\$10,000 x 91 FTE) in rate plus salaries and benefits.

**Priority # 4**

Issue Title: Mental Health Disposition Specialist  
Issue Code: 4200320  
FTE: 0  
Rate: 60,000  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Salaries and Benefits  
Amount: \$71,736

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 12th Judicial Circuit**

Narrative:

Disposition Specialist Duties-Process all client referrals from Felony and Misdemeanor attorneys. Devise appropriate treatment plans and present them to the Courts as alternatives to incarceration. Follow-up with appointed doctor(s) for client's psychological evaluation. Assess treatment options and refer clients to the appropriate programs. Assist clients with applications to treatment facilities. Explain different program guidelines to ensure that there is the highest possible level of successful completion. Maintain communication with clients via mail, email, phone and in person meetings. Submit all applications to prospective treatment facilities. There are typically at least 3 applications per client. This fluctuates depending on the current charges and past criminal history. Follow-up with each treatment facility regarding application status as well as wait time for bed availability. Follow-up with the state hospital to ensure that our clients are being transported in a timely manner. Build and maintain relationships with treatment facilities. Locate and develop community services to assist our clients. Maintain resource manual.

The main goal of this position is to provide our clients who have mental health issues and/or substance abuse the opportunity to receive treatment that largely is not available to them due to lack of resources. The disposition specialist fosters a unique relationship between treatment programs and the Public Defender's Office through being the main point of contact for all clients. Having a point person helps each program and their staff on who to contact at the office regarding our clients which promotes a higher level of service.

**Priority # 5**

Issue Title: Additional Criminal Court Divisions  
Issue Code: 3001510  
FTE: 0  
Rate: 120,000  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Salaries and Benefits  
Amount: \$159,200

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.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 12th Judicial Circuit**

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 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 @ \$80,000 (salaries and benefits and rate only), (0) Legal Assistant I 40,000 (includes salaries and benefits and rate only) 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 # 6**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 0  
Rate: 47,000  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$56,194

**Narrative:**

Public Defender 12th Circuit is asking for (0) FTE with Salaries, Benefits and Rate Only. This is for Capturing and Routing eService, Rendering Incoming Paper Documents to Electronic Formats, and Downloading, Compartmentalizing, and Uploading Data for Case Management and Filing. The Florida Supreme Court 2012 mandate that attorneys file and serve pleadings and other documents electronically requires attorneys to upload electronic documents to a statewide portal to be processed and downloaded into the court file. E-service is the means by which documents are sent between attorneys electronically, either via e-mail or using the technology of the portal.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 12th Judicial Circuit**

Being permitted to do "batch" filing relieves some of the burden on public defenders related to uploading and serving documents; however, there is still an obligation within each office to process all of the documents received from the prosecutor, judges, and other court parties. Because the portal and e-service are available (and used) seven days a week, 24 hours a day, work comes into the office constantly. In addition to receiving important documents through e-mail, many agencies are sending large quantities of data through various means of transfer, which leads to multiple incoming streams of data that require management. Very often, much of the processing and indexing of these electronic documents for paperless case management is more complex and requires more training than the average user has in handling program installations (to view video for example) and data archiving. This work is best performed by staff with Information Technology (IT) knowledge and access; however, the work is very particular to the Public Defender's Office and is often information of a very sensitive nature; viewing outside of the agency must be limited. A dedicated circuit-wide clerk type position, within the Public Defender's office, would be assigned the task of routing these data streams to the appropriate case staff, compartmentalizing that data for Attorneys, archiving it for the case management system, and assisting Attorneys in presenting that data in Court and various other venues where this crucial data must be used reliably.

This is a General Revenue budget request because the requested funding is for a clerical position, which is the result of technology, and is therefore not technology funding. The position may process email and other data coming in 24/7 for the entire circuit. An "OPS" employee is not the best option for this type of work in this office, given that processing and indexing this data is more complex and requires more training than placing a document or disk into a file, and an OPS employee is considered temporary and not likely to stay.

**Public Defender, 13th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 14th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 14th Judicial Circuit**

**Priority #3**

Issue Title: Public Defender Trial Workload  
Issue Code: 3001300  
FTE: 4.00  
Rate: 220,000  
Fund: General Revenue  
Category(s): Salaries and Benefits  
Public Defender Operating Expenditures  
TR/DMS/HR Svcs Contract  
Amount: \$392,440 / \$14,200 Non-recurring

**Narrative:**

The Office of Public Defender, 14<sup>th</sup> Judicial Circuit is experiencing an extremely high caseload in the Bay County office. Requesting two (2) Assistant Public Defenders for felony cases and two (2) Assistant Public Defenders for misdemeanor cases. The higher salary rate requested for the assistant public defenders to handle felony cases is required to recruit and hire attorneys at the level of experience needed.

**Public Defender, 15th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Replacement of Motor Vehicles  
Issue Code: 2401500  
FTE: N/A  
Rate: N/A  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Acquisition Motor Vehicles  
Amount: \$70,000 Non-recurring

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 15th Judicial Circuit**

Narrative:

The Office of the Public Defender in the 15th Judicial Circuit (Office) is requesting the authority for replacement of two (2) vehicles. Office vehicles are used by Investigators for case investigation throughout Palm Beach County, by Assistant Public Defenders to meet with their clients incarcerated at the West County Jail (which is 82 miles round trip), for staff to attend meetings, education programs and training, throughout the state on authorized travel (to save air fare expenses) and for Due Process activities in serving our indigent clients. Due to the age, mileage and total costs of repairs to acquisition cost on these vehicles they qualify for replacement in FY 2023 - 2024. The replacement of these vehicles will allow our staff to meet our mission of providing high quality representation to our clients and to ensure the safety and well-being of our staff. This issue impacts the criminal indigent defense activity of our office and is an employee safety issue. 2 vehicles at \$35,000 = \$70,000.

**Public Defender, 16th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Replacement of Motor Vehicles  
Issue Code: 2401500  
FTE: N/A  
Rate: N/A  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Acquisition Motor Vehicles  
Amount: \$50,000 Non-recurring

Narrative:

The Public Defender, 16th Judicial Circuit is requesting \$50,000 in Indigent Defender Trust Fund spending authority for the replacement of one motor vehicle that has or will have reached mandatory "drop-dead" criteria for replacement at the end of 2022/23.



**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 16th Judicial Circuit**

This vehicle is mission critical for the service of process, transportation of office supplies and equipment, computer equipment, audio visual equipment and office mail to and from our satellite offices, our offices located at each jail, and various other sites throughout Monroe County. We need to replace this vehicle as it is unreliable and has constant mechanical issues. US1 Highway in the Florida Keys is roughly 112 miles long and we have offices in Key West, Marathon, and Plantation Key. Round trip from Key West to Plantation Key is around 4 hours. The need of a safe, reliable vehicle for this office is critical for our attorneys who must travel up and down US1. The employees must attend in person court hearings and jail visits with clients in all of our office areas throughout the Florida Keys.

Finally, fleet vehicles can be utilized for group travel as a cost-efficient means to attend training and educational opportunities as part of the office state duties of this office in lieu of mileage reimbursement to each individual traveling to and from said activities.

**Priority #4**

Issue Title: Acquisition of Motor Vehicles  
Issue Code: 2402000  
FTE: N/A  
Rate: N/A  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Acquisition Motor Vehicles  
Amount: \$50,000 Non-recurring

**Narrative:**

The Public Defender 16<sup>th</sup> Circuit is requesting \$50,000 in non-recurring ICDTF authority to purchase an additional vehicle. Due to travel requirements resulting from a reduction in staff having to work in multiple locations, there exists the need to provide an additional vehicle for such travel. This vehicle will also be used for transporting office supplies, computer equipment, mail to and from satellite offices and various other location throughout Monroe County.

In addition, the multi-purpose vehicle will also be available for state employees group travel as cost efficient means to attend training and educational opportunities in their role as Assistant Public Defenders. Finally, the use of requested vehicle will be able to provide cost efficient transportation necessary to meet the mission critical activities thus eliminating mileage reimbursement to employees.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 17th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority # 3**

Issue Title: Crossover Program Funding  
Issue Code: 5000400  
FTE: 7:00  
Rate: 395,000  
Fund: General Revenue  
Category: Salaries and Benefits  
Public Defender Operating Expenditures  
TR/DMS/HR Svcs Contract  
Amount: \$687,033 / \$21,300 Non-recurring

Narrative:

The Public Defender's Office, 17th Circuit is requesting funding to staff a new Juvenile Direct File Unit targeting juveniles most at risk for being prosecuted as adults. Established in July of 2006, the program provides for the representation of juveniles who crossover into both the dependency and delinquency areas within the Unified Family Court of the 17th Judicial Circuit. The program provides comprehensive representation of each child by providing the child with legal representation by the same attorney in front of the same judge on both their delinquency and dependency cases. This comprehensive approach used in representation of the child is highly beneficial to these children who are most in need of stability. This one judge/one attorney approach provides a comfort level for the child through a continuum of services at the same time ensuring professionals working with the child are more familiar with the child's specific needs. The children as a result are better informed of the legal proceedings, more involved in their dependency case and through client education are better able to understand the efforts and reasoning of those professionals involved with their case.

**Priority # 4**

Issue Title: Enhanced Other Personal Services  
Issue Code: 3000640  
FTE: N/A  
Rate: N/A  
Fund: General Revenue  
Category: Other Personal Services  
Amount: \$144,000

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 17th Judicial Circuit**

Narrative:

This request was approved and included in the Governor's budget items for 2022-2023 but did not survive the merger with the House & Senate Budgets for the current fiscal year.

Our newly elected Public Defender has a vision of creating an Attorney Training Academy to enhance recruitment and retention of qualified lawyers as entry-level assistant public defenders. Given that millions of Americans are contemplating a career change as we emerge from the COVID-19 pandemic, it is critical that we be prepared to recruit and commit to training certified legal interns, as they emerge from law school in this increasingly competitive job environment. We strive to develop a robust program that will encourage CLI's who express an interest in public service to commit early to our office and then transition into permanent employee status.

The Public Defender 17th Judicial Circuit has not had an increase in over 15 years in this category. Our office utilizes our intern recruitment program as an attorney development program to identify and recruit qualified entry-level assistant public defenders. The costs associated with this program total annually as follows: 40 Certified Legal Interns @ \$15.00 per hour for a total of 30 hours per week for 8 weeks before receiving bar results.

**Public Defender, 18th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 19th Judicial Circuit**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Replacement of Motor Vehicles  
Issue Code: 2401500  
FTE: N/A  
Rate: N/A  
Fund: Indigent Criminal Defense Trust Fund (ICDTF)  
Category: Acquisition Motor Vehicles  
Amount: \$35,000 Non-recurring

**SCHEDULE VIIIA  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2023-2024**

**Public Defender, 19th Judicial Circuit**

Narrative:

All vehicles listed below meet the Department of Management Services criteria for replacement by either being 12 years of age or older or having 120,000 or more miles.

Year	Make/Model	Identification (VIN) Number	Current Mileage	Estimated 6/30/24 Mileage
2011	Ford/Explorer	#1FMHK7B86BGA73646	107,000	120,000

The Public Defender's Office, 19th Circuit, is comprised of Martin, St. Lucie, Indian River and Okeechobee Counties. The 19th Circuit purchased a Ford Explorer in 2011, which will meet its drop-dead age of 12 years in FY 23-24. The vehicle will continue to be used to transport up to 5 people, plus luggage, to conferences, seminars and meetings throughout the state, as well as throughout the circuit for various trainings, meetings, depositions, jail visits and other case related travel. This vehicle is also used to transport supplies and equipment, including computer IT equipment throughout the circuit when necessary for replacement and repair.

Budget Authority totaling \$35,000 for FY23-24 is being requested for the replacement of the vehicle with another SUV (preferably with another Ford Explorer) that can hold multiple passengers.

**Public Defender, 20th Judicial Circuit**

Agency Fiscal Year 2022-23 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Priority #3**

Issue Title: Substance Abuse and Mental Health Rapid Response Team  
 Issue Code: 3000190  
 FTE: 9.00  
 Rate: 446,000  
 Fund: General Revenue  
 Category(s): Salaries and Benefits  
 Public Defender Operating Expenditures  
 TR/DMS/HR Svcs Contract  
 Amount: \$767,055 / \$30,903 Non-recurring

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 20th Judicial Circuit**

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. Unfortunately, the pandemic has severely exacerbated this growing problem.

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.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 20th Judicial Circuit**

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 \$76,168 of which \$30,903 is non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

**Priority # 4**

Issue Title: Mental Health, Veterans, and Drug Court Staffing  
Issue Code: 4200350  
FTE: 2.00  
Rate: 130,000  
Fund: General Revenue  
Category(s): Salaries and Benefits  
Public Defender Operating Expenditures  
TR/DMS/HR Svcs Contract  
Amount: \$224,072 / \$7,100 Non-recurring

**Narrative:**

The workload of the 20th Circuit Public Defender's Office, as it relates to representing clients with mental illnesses and developmental disabilities, has grown exponentially. Data indicates it will continue to grow for the foreseeable future, and unfortunately the pandemic has only exacerbated the problem. In fiscal year 2016/17, 9,850 petitions for involuntary placement were filed in the 20th Circuit. Since fiscal year 2007/08, we have experienced a 117% increase in Baker Act filings in Lee County, a 293% increase in Glades County, a 106% increase in Hendry County, an 88% increase in Charlotte County, and a 137% increase in Collier County. We require additional funding and staff to meet this growing challenge. The 20th Circuit Public Defender's Office seeks funding for two (2) specialized mental health attorneys to provide individualized representation for clients facing involuntary commitment or residential placement under Chapter 394 (the Baker Act) of the Florida Statutes, as well as clients who were involuntarily admitted to residential services and are now entitled to annual reviews. Additionally, they will work to address an abundant number of crossover clients, who are both facing criminal charges, and who have a history of mental illness resulting in implementation of the Baker Act.

The 20th Circuit is geographically the largest circuit in the state of Florida, with a total land mass of 5,422 square miles. Our office provides representation to clients housed in five (5) separate receiving facilities and seven (7) separate detention facilities spread throughout the circuit. Assistant Public Defenders and dispositional specialists must meet with clients to explore their criminal, mental health, and medical history; and where appropriate, obtain independent medical examinations. They must also assess how well the client can help develop a viable theory of defense. Travel will be extensive and preparation time-consuming, and video conferences will likely not be appropriate in many of these cases due to the vulnerability of this population.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 20th Judicial Circuit**

This type of litigation cannot be accommodated by current staff. The Public Defender of the Twentieth Judicial Circuit requests recurring General Revenue funds for two (2) positions to handle both the increased and new workload in representing clients with mental illnesses and developmental disabilities. The Operations request of \$18,338, of which \$7,100 is non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

**Priority # 5**

Issue Title: Ex-Offender Re-Entry Program Enhancement  
Issue Code: 3001280  
FTE: 2.00  
Rate: 90,000  
Fund: General Revenue  
Category(s): Salaries and Benefits  
Public Defender Operating Expenditures  
TR/DMS/HR Svcs Contract  
Amount: \$146,938 / \$7,100 Non-recurring

**Narrative:**

The Public Defender's Office of the Twentieth Judicial Circuit seeks funding for two (2) Disposition Specialists to function as Re-Entry Coordinators, working collaboratively with our 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 wraparound services in place prior to their release. These steps facilitate inmates' success reintegrating into society, 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 total 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 their needs and coordinate services in the community. The focus areas would be obtaining proper identification as well as accessing vital services to assist with housing, transportation, employment, medications, treatment, and reinstating crucial benefits that may have lapsed as a result of incarceration. When basic needs are met, re-incarceration rates drop dramatically, resulting in substantial savings to the state.

These positions must be filled by qualified personnel who have been trained to deal with mental health and substance abuse clients. The Public Defender of the Twentieth Judicial Circuit

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 20th Judicial Circuit**

requests recurring General Revenue funding for two (2) Disposition Specialists. The Operations request of \$16,938, of which \$7,100.00 is non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

**Priority #6**

Issue Title: Body Camera Evidence Review  
Issue Code: 5008010  
FTE: 3.00  
Rate: 120,000  
Fund: General Revenue  
Category(s): Salaries and Benefits  
Public Defender Operating Expenditures  
TR/DMS/HR Svcs Contract  
Amount: \$202,473 / \$10,650 Non-recurring

**Narrative:**

The workload of the 20th Circuit Public Defender's Office, as it relates to reviewing body camera footage received from various law enforcement agencies, has grown exponentially in recent years. The 20th Circuit is geographically the largest circuit in the state, with a total land mass of 5,422 square miles. Law enforcement agencies began introducing required body worn cameras a few years ago. The 20th Circuit Public Defender's Office currently receives body camera footage from five different law enforcement agencies.

In 2021 the 20th Circuit Public Defender's Office received 13,482 videos, a total of 9,854 hours of body camera footage. In 2020 the agency received 12,728 videos, a total of 9,127 hours of body camera footage. This footage is in addition to other footage received by the agency, including cell phone footage from clients and family members, as well as surveillance footage that the agency's Investigations Division reviews. Body camera footage received by the agency is expected to increase in the coming years as additional law enforcement agencies begin to use this technology. It is critical for the agency's mission and proper representation of its clients that all body camera evidence be reviewed. Staff must watch and carefully catalogue this powerful evidence to determine if there is anything in the footage that benefits the agency's clients and cases. This is a new, unfunded, and unstaffed workload for the Public Defender.

This workload cannot be accommodated by current staff. The agency seeks additional positions to assist attorneys in reviewing body camera footage. These positions must be filled by qualified personnel who have been trained to assist attorneys in the delivery of legal services. Paralegals have extensive knowledge of the law and legal matters, and are able to assist attorneys by dedicating time to review footage. Paralegals will take notes, provide observations, and prepare the footage for use in court or review with clients.



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Public Defender, 20th Judicial Circuit**

The Public Defender of the Twentieth Judicial Circuit requests recurring General Revenue funds for three (3) Paralegal positions for body cam evidence review and analysis. The Operations request of \$25,407, of which \$10,650 is non-recurring, is based on the Modified Standard #3: Expense and Human Resource Services Assessment Package.

**Individual Public Defender Circuit Responses (Appellate):**

**Public Defender, 2nd Judicial Circuit, Appellate**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 7th Judicial Circuit, Appellate**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 10th Judicial Circuit, Appellate**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 11th Judicial Circuit, Appellate**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**Public Defender, 15th Judicial Circuit, Appellate**

Agency Fiscal Year 2023-24 budget issue priorities #1 - #2 are as per the Florida Public Defender Association Inc.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

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**Capital Collateral Regional Councils: Legislative Budget Issue Priorities for Fiscal Year 2023-24**

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**Individual Capital Collateral Regional Council Responses:**

**Capital Collateral Regional Council, Northern Region (CCRC-North)**

**Priority #1**

Issue Title: Competitive Pay Adjustment for Capital Collateral Regional Council  
Investigators  
Issue Code: 4402A10  
FTE: 0  
Rate: 25,000  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$29,891

**Narrative:**

The Capital Collateral Regional Councils (CCRCs) have experienced difficulty in recruiting and retaining highly qualified investigators to work in the extremely complex and specialized area of post-conviction death penalty representation. The CCRC offices employ a team concept of a first and second chair attorney and an investigator when each case is litigated through the post-conviction process. Retaining investigators is paramount to the CCRC's ability to function and process its cases in a timely manner. Increasing the salaries of investigators would provide the CCRC offices with the resources to keep the teams intact.

**Priority #2**

Issue Title: Additional Collateral Caseload Resources Request  
Issue Code: 3000130  
FTE: 1.00  
Rate: 42,000  
Fund: General Revenue  
Category(s): Salaries and Benefits  
Operating Expenditures  
TR/DMS/HR Svcs/STW Contract  
Amount: \$75,868 / \$5,648 Non-recurring

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Capital Collateral Regional Counsel, Northern Region**

Narrative:

An Office Staff Assistant (OSA) position for CCRC-North is critical to reducing administrative workloads on attorneys, investigators and case processing staff as well as provide administrative support to the agency's administration. The OSA position will free up time for legal teams to provide high quality and timely legal representation, important to the state and judicial systems. Decreasing the administrative burden on new as well as experienced attorneys and investigators as well as the administrative support will produce many returns including retaining experienced staff and maintaining standards important to the clients, courts, agency employees, the State of Florida and CCRC-North.

**Priority #3**

Issue Title: Information Technology Infrastructure Replacement  
Issue Code: 24010C0  
FTE: 0  
Rate: 0  
Fund: General Revenue  
Category: Operating Expenditures  
Amount: \$292,354 Non-recurring

Narrative:

CCRC-North's agency network plus desktop and laptop computers are at the core of the agency's daily operations. CCRC-North does not have an in-house server; rather a vast, integrated network utilizing cloud-based servers. The volume of files and data processed for client's cases and produced on behalf of client's cases is voluminous. As the agency continues to be assigned new cases, the need to meet the demands of such volume as well as the security and maintenance of the integrity of the client's and agency's files is paramount in order to meet legislatively directed performance measures. To meet such high demands, it is necessary to maintain a network that is fully functioning 24/7/365 despite storms or other impediments. Due to this necessity, it is imperative computers are able to handle the capacity and pace of the work the agency and employees produce. 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 Critical Needs  
Issue Code: 36201C0  
FTE: 0  
Rate: 0  
Fund: General Revenue  
Category: Operating Expenditures  
Amount: \$1,385 / \$900 Non-recurring

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Capital Collateral Regional Counsel, Northern Region**

Narrative:

CCRC-North has requested an Office Staff Assistant (OSA) position. Google Apps and Box.com are integral functions of the day to day operations of the agency. As CCRC-N does not have an in-house server, a cloud-based server and email system that have additional apps that integrate with one another and other software as well used on a regular basis by all CCRC-N employees. Google Apps and Box.com incur monthly charges while providing the State of Florida with substantial savings while also being efficient. A new position requires an initial setup of computers and computer equipment and software. This involves physical setup as well as configurations across various platforms. 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 (CCRC-Middle)**

**Priority #1**

Issue Title: Competitive Pay Adjustment for Capital Collateral Regional Counsel  
Investigators  
Issue Code: 4402A10  
FTE: 0  
Rate: 86,450  
Fund: General Revenue  
Category: Salaries & Benefits  
Amount: \$103,359

Narrative:

The turnover rate for CCRC case investigators currently exceeds 50 percent for the three CCRC agencies. For CCRC-Middle, 10 investigators have left in just more than two years – that equates to a 100 percent turnover rate in that time period for non-supervising, line investigators. CCRC-Middle is losing experienced investigators to federal capital case units and other federal public defender offices. The last few that have gone to the federal offices have seen their annual salaries increase by as much as \$35,000. CCRC-Middle simply cannot compete with that. It’s as if CCRC-Middle is the training ground or “farm team” for federal agencies.

Experienced investigators are the backbone of each CCRC office. Without an adequate investigation, potential legal claims cannot be pled by attorneys. CCRC investigators have dual roles. They act as fact investigators developing potential guilt phase claims as well as mitigation specialists developing claims to provide reasons why a client should not have received the death penalty. A mitigation specialist is an indispensable member of the defense team throughout all capital proceedings. They possess information gathering skills and training that most lawyers simply do not have, and have the time and ability to elicit sensitive, oftentimes embarrassing, information that a client might not disclose to their attorney. A high turnover rate of investigators severely hampers the ability of the legal team to discover and process this essential information as a new investigator has to start anew to gain the trust of the client and witnesses.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Capital Collateral Regional Counsel, Middle Region (CCRC-Middle)**

The United States Supreme Court has recognized that mitigation investigation is a critical part of a death penalty trial and has reversed convictions where the court determined that the investigation was inadequate. The role of a mitigation specialist is so critical that the American Bar Association also includes them in their guidelines on the defense of capital cases.

While recent salary increases have helped the CCRCs in retaining seasoned attorneys, salaries for investigators have lagged behind those of similarly situated agencies. All CCRC offices have lost experienced investigators to other agencies who offer substantially higher salaries. The loss of experienced investigators hampers the ability of the CCRCs to timely file legal claims on behalf of their clients. Without a thorough investigation into a client's background CCRC attorneys can neither provide adequate nor competent representation. An annual salary increase of \$5,000 per investigator will not compete with the salaries offered by federal agencies, or even other state agencies, but it will help to narrow the gap.

**Priority #2**

Issue Title: Information Technology Infrastructure Replacement  
Issue Code: 24010CO  
FTE: 0  
Rate: 0  
Fund: General Revenue  
Category: Operating Expenditures  
Amount: \$67,707 Non-recurring

**Narrative:**

CCRC-Middle, which has 42 FTE, needs to replace laptops, desktops, monitors and docking stations that now exceed the industry-standard replacement life cycle of Information Technology equipment. CCRC-Middle attorneys and investigators spend their days researching, evaluating and preparing volumes of written legal briefs and reports for state and federal courts hearings and motions. This is what a legal office does. All the work produced by CCRC-Middle is 100 percent dependent on properly working Information Technology equipment. In a nutshell, CCRC-Middle's current equipment has been used extensively, and is now antiquated and worn out. That antiquation costs 59 percent more to operate; the equipment takes 50 percent longer to perform tasks and the new laptops and desktops now available have double the performance of the same equipment produced just three years ago.

The older desktops and laptops are no longer under warranty, thus costing more to repair, if they can be repaired, and have a higher rate of failure. The components of the older equipment are less capable of running advanced applications – for example the new Adobe application just released. Additionally, and perhaps more importantly, the new laptops and desktops have better security components and features that guard against the growing threats of cyber-attacks, such as malware and ransomware. The bottom line is that the new laptops and desktops will operate more efficiently and will replace equipment that has been placed in a recycle bin because they no longer operate. The new docking stations are needed for the new laptops. The new monitors are needed due to the higher quality production of the laptops and desktops.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Capital Collateral Regional Counsel, Middle Region (CCRC-Middle)**

**Priority #3**

Issue Title: Information Technology Critical Needs  
Issue Code: 36201CO  
FTE: 0  
Rate: 0  
Fund: General Revenue  
Category: Operating Expenditures  
Amount: \$64,270 / \$16,480 Non-recurring

**Narrative:**

CCRC-Middle continues to upgrade its Information Technology infrastructure to meet the current needs of the agency and to meet the security requirements of the Supreme Court, due to the sensitive nature of the agency’s legal material content, and that of CJIS (Criminal Justice Information System), due to this agency having volume of copies of sensitive law enforcement and investigative material. CCRC-Middle is still playing “catch-up” for years of not receiving adequate funding. Now that CCRC-Middle has a network, which houses its Administrative and Legal Case-Management systems, in “the Cloud,” CCRC-Middle is in need of additional IT services to include tighter internet and on-line security, including two-factor authentication, and Disaster Recovery. Unlike the State Attorneys and Public Defenders, CCRC-Middle depends solely on General Revenue dollars from The Legislature to fund its IT needs, including, but not limited to, the ability to secure and back-up its internal network. The volumes of data housed by CCRC-Middle literally go back decades. A large portion of this housed data is no longer reproducible, as other agencies or entities that housed the original data either don’t keep it, or have simply closed shop. **THIS DATA CANNOT, UNDER ANY CIRCUMSTANCES, BE LOST.** The biggest threats to that data are ransomware and, more likely, primary server failure. First and foremost, malware, or ransomware, Disaster recovery can restore data that would otherwise be lost, or stolen and held “hostage.” This eliminates or greatly reduces the threat of ever having to pay a nefarious actor to restore data. Second, and more likely, is a server failure or electrical (lightening) surge that destroys the primary service that store the data. A disaster recovery service can restore such a catastrophic loss in a matter of minutes or hours instead of days – and even possibly months – saving tens of thousands of dollars in personnel hours. Disaster recovery as a service (DRaaS) is duplication or remaking of the primary physical on-site or off-site virtual servers by a state-approved vendor, in this case DSM Technologies, to provide failover in the event of a man-made or natural catastrophic server failure.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Capital Collateral Regional Counsel, South Region (CCRC-South)**

**Priority #1**

Issue Title: Competitive Pay Adjustment for Capital Collateral Regional Counsel  
Investigators  
Issue Code: 4402A10  
FTE: 0  
Rate: 40,000  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$47,824

**Narrative:**

Recruiting and retaining experienced investigators to work in the extremely complex and specialized area of postconviction death penalty proceedings is a very difficult task. Experienced investigators are the backbone of each CCRC office and without adequate investigations, potential legal claims cannot be pled by the attorneys.

**Priority #2**

Issue Title: Building Rental for Privately Owned Buildings  
Issue Code: 2301900  
FTE: N/A  
Rate: N/A  
Fund: General Revenue  
Category: Operating Expenditures  
Amount: \$25,404

**Narrative:**

CCRC-South's current lease commenced in June 2019 and expires 84 full months following the commencement date. The leased space of 12,528 square feet is necessary to accommodate 34 FTEs, storage space for case related documents, work production areas, office furniture and technological equipment. The rent increase for FY 22-23 Thru FY 23-24 is \$25,404.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**Capital Collateral Regional Counsel, South Region**

**Priority #3**

Issue Title: Information Technology Infrastructure Replacement  
Issue Code: 24010C0  
FTE: 0  
Rate: 0  
Fund: General Revenue  
Category: Operating Expenditures  
Amount: \$66,500 Non-recurring

**Narrative:**

Replacement for CCRC-South's Exchange Mail Server is needed as it is over 10 years old and the warranty has expired. Replacement of the Operating System (OS) is also needed as the current versions of Microsoft Windows 2012 is also 10 years old and the current version will no longer be supported after October 2023. Windows Tablets which are necessary for portability also need replacement.



**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FIRST REGION**

**Priority #1**

Issue Title: Senior Management Benefits for Designated Staff  
Issue Code: 4409A10  
Fund: General Revenue  
Salaries and Benefits: \$287,000

Narrative: During legislative session of 2020, in addition to executive staff, the Regional Counsels requested that attorneys who serve in a supervisory capacity be afforded participation in the Senior Management Service Class (“SMS”) of the Florida Retirement System (“FRS”). The legislature granted SMS participation for the Regional Counsels, the Chief Assistants, Chief Investigators and Chief Administrators but did not authorize and fund any other positions. The Regional Counsels cannot compete with other Judicially Related Offices who are afforded SMS participation for every attorney employee per s. 121.055(h)(2), including the 20 Offices of the Public Defenders the 20 Offices of the State Attorney, and the 3 Offices of Capital Collateral Regional Counsels. Providing participation in the SMS class of FRS for Regional Counsel attorney supervisors will create needed career advancement opportunities within the agency and serve to greatly decrease supervisory attorney employment separation. Currently, RC1 has 17 employees classified as 9903.

Pending legislative action authorizing class code 9903, Assistant Regional Counsel – Supervisor to participate in s. 121.055(m)(1), the Office of Criminal Conflict and Civil Regional Counsel, First Region requests \$287,000 of recurring general revenue to fund this issue.

**Priority #2**

Issue Title: Increased Support Staff  
Issue Code: 3000030  
FTE: 3.00  
Rate: 105,000  
Fund: General Revenue  
Salaries and Benefits: \$105,000  
Operations: \$28,770  
HR/DMS/HR Svcs/STW Contract: \$654

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, 1st Region (RCC1) is requesting the salary, benefits, and rate necessary to promote three (3) OPS Legal Assistant positions to FTE. These positions are needed to perform the obligation of representing indigent clients at a cost savings to the state. Currently, RC1 employs eight (8) Legal Assistant OPS positions. Due to the nature of OPS positions having no benefits other than Health Insurance, it is difficult to attract and retain qualified, well-trained individuals when they are expected to perform the same duties as their FTE

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FIRST REGION**

counterparts. FTE positions are being requested for the 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. Due to the increased workload, it is necessary for these FTE positions to be properly funded. RCC1 is requesting \$105,000 salary plus benefits and rate, and \$28,770 (\$12,999 non-recurring) funding to establish the positions as per Standard #3.

**Priority #3**

Issue Title: Criminal Conflict & Civil Regional Counsel Workload  
Issue Code: 3001360  
FTE: 1.00  
Rate: \$65,000  
Fund: General Revenue  
Salaries and Benefits: \$106,200  
Operations: \$11,751  
HR/DMS/HR Svcs/STW Contract: \$218

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, 1st Region (RCC1) is requesting the salary, benefits, and rate necessary to hire one (1) Assistant Regional Counsel position. This position is needed to perform the obligation of representing indigent clients at a cost savings to the state. Due to the increased workload of 15% in our 2nd circuit (Tallahassee Office). It is necessary for this FTE positions to be properly funded. RCC1 is requesting \$65,000 salary plus benefits and rate, and \$11,751 (\$4,682 non-recurring) funding to establish the position as per Standard #3.

**Priority #4**

Issue Title: Building Rental for Privately Owned Buildings  
Issue Code: 2301900  
Fund: General Revenue  
Operations: \$37,048

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) is requesting additional funding for building rental increase. Unlike similar judicially related offices, Criminal Conflict and Civil Regional Counsels are not provided office space in county owned buildings and must lease space on the private real estate market and procure separate contracts for utility services. RCC1 currently has private leases for thirteen (12) offices in twelve (12) counties. RCC1 facility leases for FY 22/23, total \$926,203 and are projected to increase, based on standard commercial real estate terms, \$37,048 or four (4) percent for FY 23/24.

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –SECOND  
REGION**

**Priority #1**

Issue Title: Salary and Benefits Adjustment Issue  
Code: 4205A40  
Rate: \$440,000  
General Revenue  
Salaries and Benefits: \$612,568

The Office of Criminal Conflict and Civil Regional Counsel, 2nd DCA (RC2) is requesting \$612,568 corresponding Salary and Benefits Adjustment for the issue code 420540 for FY 2023-2024.

In FY 21-22, RC2 had a deficit of funds by the end of the year in the amount \$220,000. This deficit resulted from the 13<sup>th</sup> Judicial Circuit working diligently to reduce their backlog in dependency court, which was caused by the pandemic. Judges and Magistrates handling Dependency cases doubled up to overlap dockets and complete backlogs of trials and hearings. To support these changes RC2 hired 4 dependency attorneys and filled all open positions which created a deficit in funds for FY 22-23 in the amount of approximately \$440,000.

Current Salaries and Benefits appropriation is \$10,245,376 for FY 22-23. The estimated costs of Salary and Benefits based on an average of \$890,000 per month from FY 21-22 (prior to state sponsored increases) total is \$10,600,000 for FY 22-23 which leaves a deficit of \$434,642 in the Salary and Benefits fund.

This issue is critical for the Office of Criminal Conflict and Civil Regional Counsel, 2nd DCA as the loss of qualified attorneys and staff adds stress and anxiety for the remaining attorneys. This challenges RC2's retention rate as well as the cost, time to interview and hire, and also train new employees. It is very hard to find good, hard working attorneys and staff in this competitive market, unless the pay offered is compatible with other State agencies. RC2's total request is \$440,000 in Salary Rate and \$612,568 in Salaries and Benefits.

**Priority #2**

Issue Title: Salary Rate Adjustment  
Issue Code: 51R0100  
Rate: \$1,000,000

The Office of Criminal Conflict and Civil Regional Counsel, 2nd DCA (RC2) is requesting \$1,000,000 in corresponding Rate Adjustment for the issue code 51R0100 for FY 2023-2024. Due to FY21-22 deficit in Salary and Benefits RC2 had to borrow \$200,000 in rate from another agency.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –SECOND  
REGION**

The State legislative pay increases of 5.38% for qualified State employees and the additional state legislative increase of \$5,000 to \$10,000 for qualified attorneys, RC2 is currently over the approved rate of \$7,438,775 by \$876,313. This is the second critical issue for The Office of Criminal Conflict and Civil Regional Counsel, 2nd DCA as we are unable to hire without Rate.

RC2's total request in Rate is \$1,000,000.

**Priority #3**

Issue Title

Issue Code: 5005020

Rate: \$561,406

FTE: 12.00

General Revenue

Salaries & Benefits: \$933,267

RCC Operations: \$236,124

(\$55,914 non-recurring)

Due Process: \$404,800

TR/DMS/HR Services: \$2,616

Total Request: \$1,576,807

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 in the **2<sup>nd</sup>, 5<sup>th</sup>, and 9<sup>th</sup> Judicial Circuit** across the **State of Florida**, 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 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 throughout the State of Florida. Additional factors were accessibility, economy, and the unlikelihood of a conflict of interest. The more death penalty cases handled in-house by RC2 attorneys throughout the state of Florida the more taxpayer dollars are saved.

\*\*\*\*\*Please see attached Projected Budget\*\*\*\*\*

RC2' s total request is \$1,576,807

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –SECOND  
REGION**

**Priority #4**

Issue Title: Additional Operational Expenses  
Issue Code: 3000510  
General Revenue  
RCC Operations: \$67,000

The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA (RC2) is requesting \$67,000 for increased Operational expenses. RC2' s Operational expenses have increased due to inflation, and Vendors costs to provide services are being forwarded onto the Merchants. This has affected RC2 Operations budget, and therefore RC2 is requesting a 10% increase in the Operations appropriation.

FY 22-23 Operations appropriation amount of \$1,234,845 minus the rent expenses of \$568,445 leaves a total of \$666,400. RC2 is requesting \$67,000 which is a 10% increase to cover the inflation for Operational expenses. RC2' s total request is \$67,000.

**Priority #5**

Issue Title: Building Rental for Privately Owned Buildings  
Issue Code: 2301900  
General Revenue  
RCC Operations: \$81,000

The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA (RC2) is requesting \$81,000 for increased rent obligations. Unlike other state agencies, RC2 must pay private owned building rent in 12 counties. The increased annual rents for all offices are \$19,699 after the 3% annual increase is calculated. In addition, RC2' s Tampa office is currently scheduled for demolition and therefore, the office has to be relocated. The rent obligation in the new location has increased by \$60,923 annually. The total increases for RC2 rent obligations for FY 23-24 is \$80,623. RC2's total request is \$81,000.

**Priority #6**

Issue Title: Increased Due Process Cost for Criminal Conflict and Civil regional Councils  
Issue Code:5300250  
General Revenue  
RCC Due Process: \$220,000

**SCHEDULE VIIIA  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –SECOND  
REGION**

The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA (RC2) \$220,000 for increased Due Process expenses. Courts are prioritizing cases that have been sitting for two years during the pandemic and moving them to trial. Due to inflation, all charges from Vendors to Merchants are increasing. Cases are moving and RC2 is expecting 8 Death Penalty cases to go to trial over the next year. The approximate cost for each case is \$27,000 per year: 8 x \$27,000=\$216,000. RC2's total request is \$220,000.

**Priority #7**

Issue Title: Increased Funding for Leased Equipment

Issue Code: 4201800

General Revenue

Lease/Purchase/Equipment: \$25,000

The Office of Criminal Conflict & Civil Regional Counsel, 2nd DCA (RC2) is requesting \$25,000 for Lease/ Purchase Equipment fund. RC2 has been continuously in deficit within Lease/Purchase fund for the past three years. RC2's current appropriation is \$24,816.

The equipment leased from Pitney Bowes for the postage meters has increased last year from \$5,724 to \$6,816 for a flat rate lease agreement. Konica Minolta has increased from \$23,052 in 2019 to \$42,519 in 2021 for the copier needs. This increased expenditure is due to the flat rate lease agreement, plus the color and black and white copies, that exceed the base agreement.

RC2 uses color copies for printing discovery which has increased substantially. The total expenditure for RC02' s leased equipment for FY21-22 is \$49,335. The Operations fund is not statutorily issued to be spent for these leased expenditures. This \$25,000 increase is crucial for RC2 to supply the increased agency copier and mailing needs. RC2' s total request is \$25,000.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
THIRD REGION**

**Priority #1**

Issue Title: Senior Management Benefits for Designated staff  
Issue Code: 4409A10  
FTE: 0  
Rate: 0  
Fund: General Revenue (FID #1000)  
Category / Amount: Salaries and Benefits (010000)/ \$65,319

Narrative:

During the legislative session of 2020, in addition to executive staff, the Regional Counsels requested that attorneys who serve in a supervisory capacity be afforded participation in the Senior Management Service Class (“SMS”) of the Florida Retirement System (“FRS”). The legislature granted SMS participation for the Regional Counsels, the Chief Assistants, Chief Investigators and Chief Administrators but did not authorize and fund any other positions. The Regional Counsels cannot compete with other Judicially Related Offices who are afforded SMS participation for every attorney employee per s. 121.055(h)(2), including the 20 Offices of the Public Defenders, and the 20 Offices of the State Attorney. Providing participation in the SMS class of FRS for Regional Counsel attorney supervisors will create needed career advancement opportunities within the agency and serve to greatly decrease supervisory attorney employment separation. Currently, RC3 has 4 employees classified as 9903.

Pending legislative action authorizing class code 9903, Assistant Regional Counsel – Supervisor to participate in s. 121.055(m)(1), the Office of Criminal Conflict and Civil Regional Counsel, 3rd Region requests \$65,319 of recurring general revenue to fund this issue.

**Priority #2**

Issue Title: Increased Support Staff  
Issue Code: 3000030  
FTE: 13  
Rate: \$542,400  
Fund: General Revenue (FID #1000)  
Category / Amount: Salaries and Benefits (010000)/ \$853,304  
Category / Amount: Regional Conflict Counsel Operations (103227) / \$124,670  
Category / Amount: Regional Conflict Counsel Operations (103227) / \$56,329 (non-recurring)  
Category / Amount: TR/DMS/HR Services (107040) / \$2,834

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
THIRD REGION**

Narrative:

Increased Support Staff

RC3 requests thirteen (13) additional full-time equivalent (FTE) positions, salary & benefits and corresponding rate for the following support staff positions; six (7) Legal Assistant I positions, two (2) Investigator I positions, two (2) Parent Peer Advocate positions, and two (2) Disposition Specialist II positions.

Legal Assistants:

Increased demands on legal assistant support staff duties brought about from new processes from new technology demands (multiple data-entry programs for case management, e-filing, e-notify and discovery/records requests from other judicial related organizations/agencies) have made the daily workload demands for RC3 legal assistants overwhelming. RC3 seeks seven (7) additional legal assistants as follows: three (3) legal assistants to assist lawyers in special dependency court divisions of Miami Dade (shelter court, dependency drug court, and human trafficking court), two (2) legal assistants to assist lawyers in misdemeanor and misdemeanor domestic violence court, one (1) legal assistant to assist in veterans court, and one (1) legal assistant to assist lawyers in probate/mental health court divisions.

Investigators:

RC3 requests two (2) additional investigators to address investigative needs in Monroe County. Currently RC3 does not have any investigators who reside in Monroe County and increased cases in this jurisdiction have placed increase investigative demands on the legal staff. Many clients reside along the various stretches of the Florida Keys and having investigators on staff to make contact with clients, witnesses, gather records, speak to family members of clients and support the work of the attorneys is critical to the operations of RC3. Two (2) additional investigators assigned to Monroe county would aid in the gathering of critical case materials needed to provide the court-appointed clients of that area effective legal support.

Parent Peer Advocates:

RC3 requests two (2) additional parent peer advocates to support the social services unit of the RC3 dependency division. Peer advocates are critical to assisting our parent clients in the dependency system through the complicated and emotionally charged legal proceedings of that court division. Peer advocates are often former participants in the dependency system who successfully completed their court ordered case plans and have the unique experience of having gone through the same (or similar) process as many of the current court-appointed clients in dependency court. Since RC3 instituted its social services unit, the role of the peer advocate has helped many of RC3's parent clients accomplish their court-ordered case plans and has had a direct impact on the reunification of families in Miami-Dade. RC3 currently has two (2) parent peer advocates which places a limit on how many clients can be assisted. The role of the parent peer advocate is



**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
THIRD REGION**

critical to the success of our parent clients in the dependency division and RC3 seeks to add on two (2) positions to meet this need.

**Disposition Specialists**

RC3 requests two (2) additional full-time equivalent (FTE) positions, salary & benefits and corresponding rate for two (2) Disposition Specialist II positions. Owing to legal issues and social dynamics unique to our indigent criminally accused clients and owing, as well, to current high-level caseloads, ARC attorneys in criminal court (felony, misdemeanor and domestic violence) spend nearly all of their time during the working week in the courtroom or in deposition. This creates great difficulty in being able to have effective attorney-client communications, let alone meaningful client counseling.

Disposition Specialists II possess the clinical ability to conduct independent client assessments; to interface with multiple local agencies to obtain needed services and records for our clients; work as part of the defense team to identify mental health issues and defenses and work with experts to develop this mitigation or defense; to monitor and assist the client's progress throughout the case; and to advocate for the client's interests in a variety of settings and forums, including testifying (circumstances permitting) in evidentiary hearings and/or trials.

RC3 believes this model will continue to 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.

**Priority #3**

Issue Title: Forensic Social Workers for Dependency Court

Issue Code: 3005190

FTE: 3

Rate: \$165,000

Fund: General Revenue (FID #1000)

Category / Amount: Salaries and Benefits (010000) / \$240,865

Category / Amount: Regional Conflict Counsel Operations (103227) / \$33,586

Category / Amount: Regional Conflict Counsel Operations (103227) / \$13,476 non-recurring

Category / Amount: TR/DMS/HR Services (107040) / \$654

**Narrative:**

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

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
THIRD REGION**

current high-level caseloads, ARC attorneys in dependency court spend nearly all of their time during the working week in the courtroom. This creates great difficulty in being able to have effective attorney-client communications, let alone meaningful client counseling.

Consequently, after assessing the intra-agency need and upon reviewing best practices of similar agencies in other states, RC3 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 as part of the defense team. 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 evidentiary hearings and/or trials.

RC3 believes this model will continue to 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 the dependency stakeholders in the 11th Circuit 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 bettering outcomes for families at no additional cost to the State.

**Priority #4**

Issue Title: Information Technology Critical Needs

Issue Code: 36201C0

FTE: 0

Rate: 0

Fund: General Revenue (FID #1000)

Category / Amount: Regional Conflict Counsel Operations (103227) / \$73,000

Narrative:

RC3 requests \$73,000 to address information technology critical needs as follows:

\$64,000 for replacement laptops and desktop computers.

In keeping with the RC3 replacement policy the following number of laptop and desktop computers are scheduled for replacement:

# of laptops: 46

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
THIRD REGION**

\$ per laptop: \$1,000  
# of desktops: 18  
\$ per desktop: \$1,000

\$9,000 Tripp Lite Rack Cooling Unit for server room

The RC3 server is housed on site at RC3 Miami-Dade offices located at the Rhode building managed by DMS. DMS shuts off all HVAC services to the entire building during non-operating hours (after 5 PM on weekdays and all weekends and holidays) which causes the temperatures to climb to significantly dangerous levels for all information technology equipment. RC3's solution is to install a cooling unit to protect the integrity of all IT services. The breakdown of this request is as follows:

Cooling unit: \$7,600.00

(Tripp Lite Rack Cooling in Row Air Conditioning Unit 33K BTU)

Copper line: \$1,400.00

(Local Vendor will install Copper condensate line).

Water pump: Cost included with the Copper Line.

(External water pump to compliment copper line).

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FOURTH REGION**

**Priority #1**

Issue Title: **FLORIDA RETIREMENT SYSTEM – SENIOR MANAGEMENT  
DESIGNEES**  
Issue Code: 4409A10  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$284,890

Narrative:

During legislative session of 2020, in addition to executive staff, the Regional Councils requested that attorneys who serve in a supervisory capacity be afforded participation in the Senior Management Service Class (“SMS”) of the Florida Retirement System (“FRS”). The legislature granted SMS participation for the Regional Councils, the Chief Assistants, Chief Investigators and Chief Administrators but did not authorize and fund any other positions. The Regional Councils cannot compete with other Judicially Related Offices who are afforded SMS participation for every attorney employee per s. 121.055(h)(2), including the 20 Offices of the Public Defenders, and the 20 Offices of the State Attorney. Providing participation in the SMS class of FRS for Regional Counsel attorney supervisors will create needed career advancement opportunities within the agency and serve to greatly decrease supervisory attorney employment separation. Currently, RC4 has 14 employees classified as 9903.

Pending legislative action authorizing class code 9903, Assistant Regional Counsel – Supervisor to participate in s. 121.055(m)(1), the Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> District requests \$284,890 of recurring general revenue to fund this issue.

**Priority #2**

Issue Title: **BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**  
Issue Code: 2301900  
Fund: General Revenue  
Category: Operational  
Amount: \$60,014

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

**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
 FOURTH REGION**

**Priority #2 (Continued)**

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. The Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> District requests \$60,014 of recurring general revenue to fund this issue.

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 '23-'24		
6/1/22- 5/31/23	\$30.00/sf	\$5,550.00
6/1/23 - 5/31/24	\$30.90/sf	\$5,716.51
		\$166.51
	months	X12
		<b>\$1,998.07</b>

West Palm Beach Office - 3rd Floor - 2,234 sf.		
FY '23-'24		
12/1/22 - 11/30/23	\$28.28/sf	\$5,264.79
12/1/23 - 11/30/24	\$29.13/sf	\$5,423.04
		\$158.25
	months	X12
Total		<b>\$1,899.00</b>

West Palm Beach Office - 1st Floor - 1,130 sf.		
FY '23-'24		
6/1/22 - 5/31/23	\$30.90/sf	\$2,909.75
6/1/23 - 5/31/24	\$31.83/sf	\$2,997.33
		\$87.58
	months	X12
		<b>\$1,050.96</b>

Stuart Office - 1,530 sf.		
FY '23-'24		
4/1/22 - 3/31/23	\$26.12/sf	\$3,330.30
4/1/23 - 3/31/24	\$26.90/sf	\$3,429.75
		\$99.45
	months	X12
		<b>\$1,193.40</b>

**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
 FOURTH REGION**

**Priority #2 (Continued)**

West Palm Beach Office - 2nd Floor - 9,560 sf.		
<b>FY '23-'24</b>		
6/1/22 - 5/31/23	\$30.00/sf	\$23,900.00
6/1/23 - 5/31/24	\$30.90/sf	\$24,617.00
		\$717.00
	months	X12
		<b>\$8,604.00</b>

Fort Pierce Office - 6,000 sf.		
<b>FY '23-'24</b>		
9/1/22 - 8/31/23	\$21.45/sf	\$10,725.00
9/1/23 - 8/31/24	\$21.88/sf	\$10,940.00
		<b>\$215.00</b>
	months	X12
Total		<b>\$2,580.00</b>

West Palm Beach Office - 3rd Floor - 1,710 sf.		
<b>FY '23-'24</b>		
6/1/22 - 5/31/23	\$28.28/sf	\$4,029.90
6/1/23 - 5/31/24	\$29.13/sf	\$4,151.03
		\$121.13
	months	X12
		<b>\$1,453.56</b>

Vero Beach Office - 1,081 sf.		
<b>FY '23-'24</b>		
9/1/22 - 8/31/23	\$20.26/sf	\$1,825.09
9/1/23 - 8/31/24	\$20.87/sf	\$1,880.04
		<b>\$54.95</b>
	months	X12
Total		<b>\$659.40</b>

Rent increases	\$19,438.39
Facilities expenses**	\$40,576.04
<b>Total FY 2023-2024</b>	<b>\$60,014.43</b>
** Phone, internet and janitorial	

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FOURTH REGION**

**Priority #3**

Issue Title: **Salaries and Benefits Adjustment**  
Issue Code: 4205A40  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$495,954

Narrative:

A four percent (4%) increase in the amount of \$495,954 to RC4's current salary and benefits allocation is requested to more reasonably and more equitably compensate both assistant regional counsel attorneys and non-attorney staff members. The increase would permit RC4 to be competitive with comparable agencies in establishing the salary of both entry level positions and of advanced managerial & supervisory positions, and would, further, permit RC4 to award increases based on meritorious performance and continued dedicated service.

Core functionality and long-term stability of the agency depends upon the ability to hire qualified entry level assistant regional counsel attorneys ("ARCs") and for those ARCs to be well supervised by an experienced management & supervisory team. Additionally, RC4's non-attorney support staff -- which includes both non-attorney professionals such as Forensic Social Workers and Mitigation Specialists, who hold special educational credentials and skill sets, and general support staff such as legal assistants -- are also mission critical to agency functionality and stability.

In recent years, comparable stakeholder agencies have received funding to establish base, entry level salaries for new attorneys. This has necessitated issuing raises at RC4 in multiple offices and divisions, *without new funding for this purpose*, to correct serious imbalances in the pay scale when compared to "sister" agencies and in order to establish a competitive (but still lower than other agencies) base threshold for new hire attorneys. Moreover, throughout the years, it has been occasionally necessary to issue raises, *without the requisite funding for this purpose*, to staff members who have been promoted and tasked with additional responsibilities or to retain staff members who would otherwise depart the agency for better compensation in the private sector. Both factors have combined over time to create a competitiveness and compression gap in RC4's Salaries & Benefits budget category which the funding sought in this issue will rectify.

Note: An informal analysis done at the beginning of FY 2021-22 in which the salaries of RC4 class title positions were compared to those of counterpart positions at six other state government agencies in the RC4 region showed the salaries of RC4's assistant regional counsel attorneys to be 11.36% lower than attorneys at the other agencies and the salaries

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FOURTH REGION**

**Priority #3 (Continued)**

of RC4's legal assistants and paralegals to be 6.88% lower than their legal assistant and paralegal counterparts.

The Offices of Criminal Conflict & Civil Regional Counsel are proven successes in fulfilling the legislature's intent to create a fiscally conservative, costs-savings model for safeguarding the representation of the indigent entitled to court-appointed counsel. This increase permitting salary adjustments will ensure the agency's long-term, continued success. No additional FTEs are requested with this issue.

**Priority #4**

Issue Title: **Criminal Conflict & Civil Regional Counsel Workload**  
Issue Code: 3001360  
FTE: 19  
Rate: 1,490,000  
Fund: General Revenue  
Category: Salaries and Benefits  
Amount: \$1,490,000 plus benefits

Narrative:

***Introduction to Workload Issues***

The Offices of Criminal Conflict and Civil Regional Counsel -- the "RCs" -- have proven to be a legislative success. Since their creation in 2007, the RCs have fulfilled the legislative intent to provide mandated (constitutionally and statutorily) representation to the indigent in a fiscally sound manner for all of the various case types. Analysis from the Justice Administrative Commission documents savings in excess of \$20,000,000 annually. At the same time, it is clear that in order for the success of the RC model to continue, it is imperative that additional workload, funding and other structural needs be met. While the needs of the individual RCs vary to some degree from agency to agency, with respect to RC4, the primary need is workload.

***Capital Litigation Attorneys***

RC4's caseload of presently pending capital cases now stands at 20 and the ability for current agency "in-house" qualified attorneys to handle capital litigation is at maximum potential, if not overload. Additional attorneys are needed in order for RC4 to continue to have the ability to provide the mandated constitutionally effectively representation to clients who become appointed when the Public Defenders of the district withdraw due to conflicts. Therefore, six (6) attorney positions (and the corresponding requisite rate) at a salary of \$105,000 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



**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
 FOURTH REGION**

**Priority #4 (Continued)**

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.

Six (6) Capital Litigation Attorneys

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
105,000	630,000	341,418	\$971,418	\$70,506	\$28,092

***Capital Case Investigator; Death Penalty Mitigation Specialist***

RC4 requests one (1) additional full-time equivalent (FTE) positions and rate for one (1) new position in the agency – an in-house mitigation specialist for capital cases. The new position is 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 mitigation specialist, who perform their unique role.

One (1) Death Penalty Mitigation Specialist, Capital Division

Rate	Benefits	Total Salaries & Benefits	Standard #3	
			Total	Non Rec
80,000	\$ 45,906	\$125,906	\$11,751	\$4,682

***Probate, Guardianship, Mental Health and “Other” Civil Attorneys***

RC4 requests six (6) additional full-time equivalent (FTE) positions and rate for six (6) new position in the agency to handle probate, guardianship, mental health and other civil cases. The new positions are critical in order for the agency perform its obligations in rendering competent representation in all civil cases (*i.e.*, civil cases other than dependency and TPR proceedings).

In the past four years, each of circuit office of RC4 has incurred an increase in court appointments of these case types, especially court monitor and guardianship advocacy appointments. RC4 has not previously requested additional FTE positions to cover this workload and has, instead, “made do” by assigning these appointments to staff attorneys who already have a full workload and has, occasionally, resorted to part-time attorneys to

**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
 FOURTH REGION**

**Priority #4 (Continued)**

fill this workload gap. It is now necessary to request dedicated FTE positions to properly staff these court appointments and to fulfill RC4’s obligations to these vulnerable clientele.

Six (6) Probate, Guardianship, Mental Health and Other Civil Attorneys

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
80,000	480,000	\$282,528	\$762,528	\$70,506	\$28,092

***FTE Positions for Support Staff***

RC4 requests six (6) additional full-time support staff positions and corresponding rate to assist the newly requested attorney positions.

Six (6) Legal Assistant III

Rate	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
50,000	300,000	\$ 145,860	\$ 445,860	\$57,540	\$25,998

**Total RC4 Workload Request**

FTEs	Total Rate	Benefits	Total Salaries & Benefits	Standard #3	
				Total	Non Rec
<b>19</b>	<b>1,490,000</b>	<b>\$815,712</b>	<b>\$2,305,712</b>	<b>\$210,303</b>	<b>\$86,864</b>

**Priority #5**

Issue Title: **REALIGNMENT OF ADMINISTRATIVE EXPENDITURES - ADD**  
 Issue Code: 2000100  
 Fund: General Revenue  
 Category: Salaries and Benefits  
 Amount: \$200,000

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FOURTH REGION**

**Priority #5 (Continued)**

Narrative:

The Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> District (RC4) is requesting a budget realignment in the amount of \$200,000 from Due Process to Salaries and Benefits in order to meet payroll expenditures.

Please see companion “Deduct” issue code 2000200.

**Priority #6**

Issue Title: **REALIGNMENT OF ADMINISTRATIVE EXPENDITURES -  
DEDUCT**  
Issue Code: 2000200  
Fund: General Revenue  
Category: Due Process  
Amount: (\$200,000)

Narrative: The Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> District (RC4) is requesting a budget realignment in the amount of \$200,000 from Due Process to Salaries and Benefits in order to meet payroll expenditures.

Please see companion “Add” issue code 2000100.

**Priority #7**

Issue Title: **REGIONAL COUNSEL ATTORNEY TRAINING**  
Issue Code: 3800300  
Fund: General Revenue  
Category: Operations  
Amount: \$35,000

RC4 requests \$35,000 in Operations funding for the recurring costs of providing its attorneys with necessary Continuing Legal Education. The currently limited range in compensation for assistant regional counsel attorneys results in the attorney positions being held by attorneys who tend to have less than an optimal level of litigation

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FOURTH REGION**

**Priority #7 (Continued)**

experience or who are relatively recent law school graduates, and the salary limitations further compound the organizational challenges by also creating the result of there being a lack of training attorneys and insufficient supervisory staff. It is therefore essential to maintaining performance standards that ARCs attend CLEs put on by the Florida Bar and other bar associations and training organizations. Two types of seminars, in particular, are especially important: litigation training for parents' attorneys and training for capital litigation attorneys. Attendance at either one of two death penalty conferences or at either the annual DCF Child Protection Summit or the biannual ABA Parents Attorney Conference, account for the greater than \$25,000 annually. Note: Biannual attendance at death penalty conferences is a requirement of Florida's Rule of Criminal Procedure for capital attorneys. And of further note: To fill a void in the lack of in-state training dedicated parent attorneys, RC4 became an organizational host of a CLE conference dedicated to parents' attorneys, decreasing the need for RC4's attorneys to attend DCF's annual seminar (which is not well-suited for orientation towards the demands of parent representation in child welfare matters). RC4's more optimal training provides an in-state training opportunity dedicated to parent representation which would otherwise be lacking but RC4 necessarily incurs travel and training costs for having attorneys attend the conference (despite our role as conference host).

**Priority #8**

Issue Title: **LAW LIBRARY REQUIREMENTS**  
Issue Code: 2403400  
Fund: General Revenue  
Category: Operations  
Amount: \$20,000

RC4 requests \$20,000 in Operations funding for the recurring costs of providing its attorneys with necessary Legal Publications. The assistant regional counsel attorneys are, by virtue of the types of cases to which they are statutorily court-appointed, practitioners in three main specialized fields of law: attorneys for the accused in criminal law; attorneys for parents in dependency law; and attorneys for incapacitated persons in guardianship law. All three specialty areas are dynamic fields of law in which substantive changes invariably occur every year, and all three have certain legal periodicals which are recognized as authoritative by the judiciary and by counsel for opposing and other parties. Thus, it is essential that certain practice manuals and treatises be issued to all trial attorneys and that these publications be purchased each year.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FIFTH REGION**

**Priority #1**

Issue Title:	Senior Management Designees	
Issue Code:	4409A10	
Fund:	General Revenue	
Category / Amount:	Salaries and Benefits /01000	\$88,974

Narrative:

During the 2020 legislative session, the Regional Councils requested that attorneys who serve in a supervisory capacity be afforded participation in the Senior Management Service Class (“SMS”) of the Florida Retirement System (“FRS”). As a result, the legislature granted SMS participation for the Regional Councils, the Chief Assistants, Chief Investigators and Chief Administrators, but did not authorize and fund any other positions. During FY 21-22, the Regional Councils requested SMS participation of FRS for Regional Counsel “attorney supervisors”, but that LRB was not granted.

The Regional Councils cannot compete with other Judicially Related Offices who are afforded SMS participation for every attorney employee per Florida Statutes Section 121.055(h)(2), including the 20 Offices of the Public Defenders, the 20 Offices of the State Attorney, the 3 Office of Capital Collateral, and the Statewide Guardian ad Litem. Providing participation in the SMS class of FRS for Regional Counsel "attorney supervisors", which includes attorneys in managerial and policy making positions, will create needed career advancement opportunities within the agency, serve to greatly decrease supervisory attorney employment separation, and place RC5 in better alignment with their counterparts administratively served by JAC.

Pending legislative action authorizing class code 9903, Assistant Regional Counsel – Supervisor to participate in Florida Statutes Section 121.055(m)(1), RC5 requests \$88,974 of recurring general revenue to fund this issue.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FIFTH REGION**

**Priority #2**

Issue Title:	Office Space	
Issue Code:	990A00	
Fund:	General Revenue	
Category / Amount:	RC05 Office Building / 080031	\$314,600

**Narrative:**

The Office of Criminal Conflict and Civil Regional Counsel, 5th DCA Region (“RC5”) is requesting the nonrecurring sum of \$314,600 for capital outlay, to allow RC5 to initiate, negotiate, and purchase property located at 307 NW 3rd Street, Ocala, FL 34475 (“307 NW 3rd”). RC5 has leased and occupied 307 NW 3rd in its entirety since 2013 at a current rate of \$3,579.55 per month. 307 NW 3rd is directly across the street from the Public Defender's office; within eye site and walking distance of the Marion County Courthouse; and essentially "on campus" referring to the same geographic location that houses the Clerk of Courts, Public Defender, State Attorney, and Judges. It is the only standing office space that meets the needs of RC5 in the area. RC5 currently employees 9 attorneys, 3 legal assistants, and 1 social worker working at that location and will hire 2 additional attorneys due to the current caseload in Marion County. A Broker Opinion of Value from July 2021 list the value at \$286,000 (4,400 square feet x \$65 per square foot). That value plus an additional 10% for an actual sale offer totaling \$314,600 is included in this LBR.

Should RC5 purchase this property, the building and the land will be owned by the Department of Environmental Protection Board of Trustees of the Internal Improvement Trust Fund and maintained by RC5 with legislative appropriations.

307 NW 3rd is currently owned by a private entity, NW THIRD ST PARTNERSHIP INC. In addition to cost savings to the state over a long-term period, should 307 NW 3rd ever be sold by current ownership and RC5 was no longer able to occupy the building there would be a detrimental impact to RC5’s critical Marion County operations. Owning 307 NW 3rd would allow RC5 predictability in both operational cost and facility location in Marion County for an infinite amount of time. Ownership would be beneficial to hiring and retention due to the proximity to the Marion County Courthouse.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FIFTH REGION**

**Priority #3**

Issue Title: Additional Equipment / Motor Vehicle  
Issue Code: 2402400  
Fund: General Revenue  
Category / Amount: Acquisition Motor Vehicle / 100021 \$56,000

**Narrative:**

The Office of Criminal Conflict and Civil Regional Council, Fifth Region (RC5) on average is appointed to over 13,500 cases per year. RC5's jurisdiction includes 4 judicial circuits, 13 counties, and 22 courthouses. RC5 has eight offices with at least one office in each judicial circuit and the Casselberry, Florida office is the main office and administrative headquarters of the agency. The Casselberry office is located in the center of RC5's Region. It houses the administrative staff, the investigators, the social workers, and all the assistant regional council attorneys handling criminal and dependency cases in Orange, Seminole, Lake, and Volusia counties. The attorneys at work in the Casselberry office also cover daily dockets in all 13 counties throughout the Region due to employee turnover and vacancies; maternity, FMLA, and other leave; increase in caseloads due to Covid-19; and emergency situations. Further, six attorneys in the Casselberry Office handle death penalty cases and first-degree capital murder cases throughout all 13 counties. Dependency attorneys in the Casselberry office handle termination of parental right cases throughout the Region. Daily, an administrator, attorney, and/or a staff member is traveling throughout the Region to fulfill our duties and responsibilities pursuant to Florida Statute 27.511 by representing indigent individuals in over 20 different types of cases throughout 4 judicial circuits.

Mileage from the Casselberry office to the seven branch offices is outlined below.

Casselberry to Viera, Brevard County = 62 miles  
Casselberry to Ridge Manor, Hernando County = 70 miles  
Casselberry to Tavares, Lake County = 35 miles  
Casselberry to Ocala, Marion County = 90 miles  
Casselberry to Kissimmee, Osceola County = 34 miles  
Casselberry to St. Augustine, St. John's County = 95 miles  
Casselberry to Daytona, Volusia County = 50 miles

Currently, RC5 reimburses its employees at the State rate of 44.5 cents per mile. In the last fiscal year, RC5 reimbursed employees from the Casselberry office \$41,321.00.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2023-2024**

**OFFICE OF CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL –  
FIFTH REGION**

RC5 is requesting a nonrecurring sum of \$56,000 for an electric vehicle, specifically, the Hyundai IONIC 5 Electric vehicle with Smart Sense safety features. RC5 chose this vehicle for to be fiscally responsible with the taxpayer's money and also for environmental reasons. The cost includes the vehicle and the required electric charger. Having a vehicle for employee's use at the Casselberry office will eliminate a large portion of travel reimbursement and reduce normal wear and tear on employee's vehicles.



# POLICE BODY-WORN CAMERAS

## *The Prosecutors' Perspective*

Kristine Hamann

and policies must be developed to ensure that the evidence is properly captured and delivered to the prosecutor in a timely and usable way and that the prosecutor has the resources to review and assess the evidence. This can be a daunting task.

This article outlines the complex issues prosecutors face when implementing a BWC program. (For information on the technology behind BWCs and how they work, please refer to the originally published paper by PROSECUTORS' CENTER FOR EXCELLENCE (PCE) & WHITE & CASE, LLP, POLICY BODY-WORN CAMERAS: WHAT PROSECUTORS NEED TO KNOW (2017), at [http://pceinc.org/wp-content/uploads/2018/03/20180301-Police-Body-Worn-Cameras\\_What-Prosecutors-Need-to-Know-White-and-Case-and-PCE.pdf](http://pceinc.org/wp-content/uploads/2018/03/20180301-Police-Body-Worn-Cameras_What-Prosecutors-Need-to-Know-White-and-Case-and-PCE.pdf).) Because the law governing the use of BWCs and BWC recordings may vary by jurisdiction, this paper does not offer legal advice for any specific jurisdiction.

### WHO HAS A BWC?

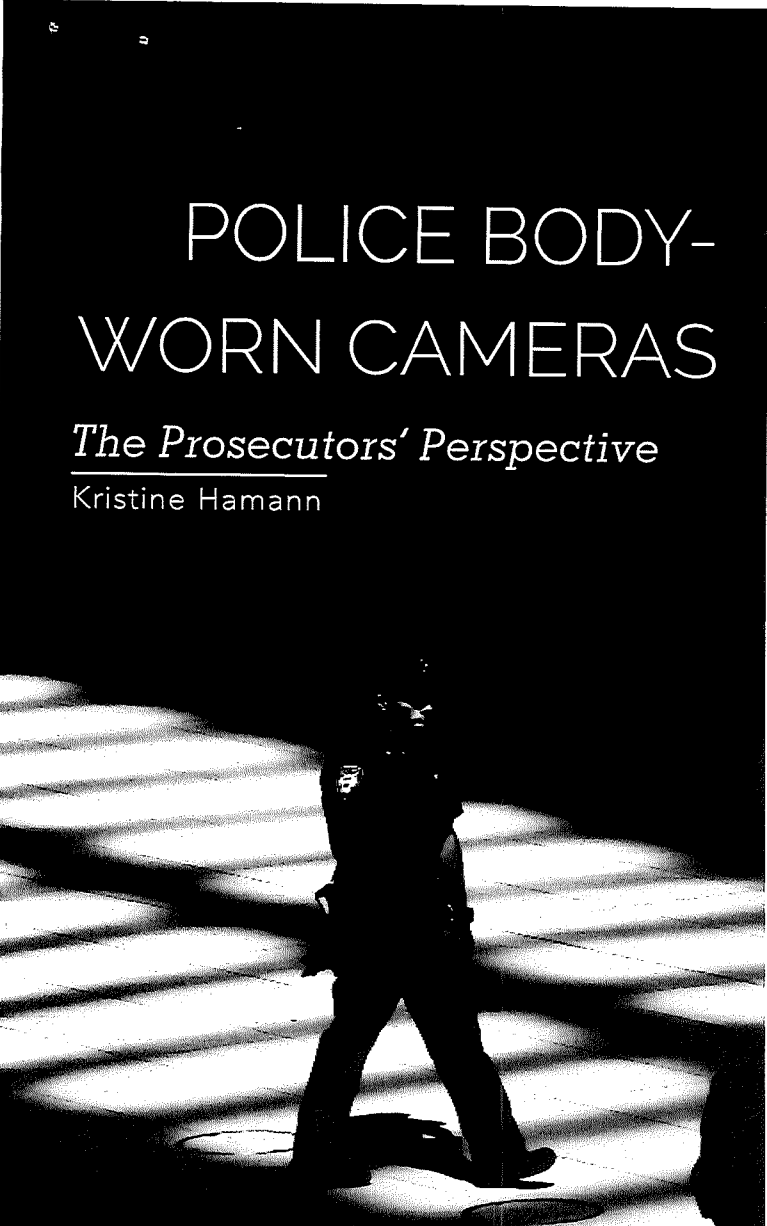
It is not uncommon for a prosecutor to belatedly learn that a police department in his or her jurisdiction has acquired BWCs. Without coordination, police departments in the same county may purchase different technologies, implement different policies, and store the data in different locations. To start, the prosecutor should reach out to the local police departments to determine whether they are planning to implement a BWC program. If a police department already has a program underway, it will be advantageous for the prosecutor to become involved in developing the program and in coordinating with other police departments in that jurisdiction.

### MEMORANDUM OF UNDERSTANDING

In the early stages of developing BWC protocols, prosecutors should consider entering into a memorandum of understanding (MOU) with their police departments to clarify issues that affect prosecutors and police alike. Resolving these issues early in the development of a BWC program can reduce confusion and conflict in the future. Topics that benefit from early discussion and resolution include standards for identifying evidentiary recordings, designating a department liaison, developing a process for delivery and retention, coordinating Freedom of Information Act requests, allocating redaction and transcription duties, and creating protocols for releasing videos to the public. Not every issue can be resolved at the beginning of a BWC program and any MOU will develop over time; however, written protocols should be the goal.

### IDENTIFYING A BWC RECORDING

Prosecutors and police departments must create a process for identifying when a BWC recording exists for a particular case and how the prosecutor will get access to that recording. The most basic way a prosecutor learns of the existence of a BWC is a notation in the police report, or in the police department's record management system, indicating that a police officer wore



As police departments across the United States embrace the use of police body-worn cameras (BWCs), the cameras inevitably will capture a great deal of evidentiary material that will be useful in every type of criminal prosecution. As a result, most prosecutors support the use of BWC. However, the impact of this new source of evidence has yet to be fully realized. It is clear that systems

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a BWC. The prosecutor also may be provided with a list of officers who wear BWCs that can be compared to new arrests. With more sophisticated systems, the prosecutor will know there is a BWC recording when a link to the recording is received through proprietary software. Regardless of the system used, when interviewing an officer, the prosecutor always should ask the police officer whether a BWC was worn by the officer or by any other officer at the scene.

Another essential source of information is the police department's BWC liaison. The appointment of a liaison is a critical component in facilitating the proper flow of information from the police to the prosecutor. The liaison can perform a variety of tasks that range from reviewing, categorizing, and auditing videos, to ensuring that the videos are properly identified and sent to the prosecutor.

### TAGGING BWC RECORDINGS

Because law enforcement agencies and prosecutors' offices do not have the resources to review all BWC recordings, police officers and prosecutors must have the ability to quickly identify the relevant portions of a BWC recording. A BWC upload may contain hours of irrelevant footage captured throughout an officer's shift. To identify the evidentiary portions of a recording, most BWC systems allow officers to "tag" the recording and provide additional information such as crime type. The tags also will determine how the recording is stored and retained; for example, a recording that is tagged as a felony will be retained longer than a recording tagged as a misdemeanor. In addition to tags, a BWC recording also may have imbedded metadata that provide additional information such as date, time, BWC number, and sometimes geocoding. Prosecutors should provide input on what is considered to be of evidentiary value.

Especially in the initial stages of a BWC program, there may be instances when there is no tagging on the BWC recording or the officer has incorrectly tagged a recording. This creates a significant burden on the prosecutor, who must attempt to connect a recording with an event. The prosecutor should establish a protocol for dealing with this issue. Some departments have short retention periods for BWC footage that is not considered evidence, so a recording that is not tagged as evidentiary may be destroyed before the prosecutor realizes that it existed.

### PROVIDING THE RECORDING TO THE PROSECUTOR

Once the prosecutor has determined that there is a BWC recording associated with a case, there are a variety of ways that the prosecutor receives the recording. Often in smaller jurisdictions where the BWC recordings are stored on a local server, a prosecutor simply may be provided a DVD with the BWC video footage. In some instances, recordings from the officer's entire shift will be on the DVD, requiring the prosecutor to find the relevant recording. In other instances, the police department will copy only the relevant sections onto the DVD. Some police departments also may create DVDs for defense counsel.

In larger jurisdictions where there is a high volume of BWC recordings, most police departments have chosen to store their

recordings with private vendors in the cloud. Thus, rather than receiving a DVD, the assigned prosecutor is given a link to a proprietary system and granted access to the location within the cloud where the recording resides. In prosecutor offices with their own BWC liaison, the link is sent to a central location and the liaison will forward the link to the prosecutor who is handling the case.

### TECHNOLOGICAL CAPACITY WITHIN THE PROSECUTOR'S OFFICE

A prosecutor must assess the office's capability to adequately handle a BWC program. Before the BWC program begins, the prosecutor should determine if the office is capable of receiving the recordings in the format provided by the police. For example, some prosecutors have received DVDs from the police without having a compatible DVD player. (See Dist. Att'y's Ass'n of State of N.Y., *Testimony Before Assembly: Police Body-Worn Cameras Show Great Promise, but Issues Must Be Resolved Before Program Goes State-wide* (Dec. 8, 2015), <http://www.daasny.com/wp-content/uploads/2015/12/DAASNY-Body-Worn-Camera-Press-Release-and-Testimony-12.8.2015.pdf>.) In addition, the prosecutor's own computer system and network must be robust enough to handle the large amount of additional data generated by BWCs. BWCs create large files that can easily fill up a prosecutor's hard drive and negatively impact the office's network as files are being downloaded from the cloud. (Joel Nihlean, *Looking Through the Lens of Body-Worn Cameras: A Full Picture Approach*, 28 CNTY. (Tex. Ass'n of Ctys.), no. 1, Jan./Feb. 2016, at 22. [https://www.county.org/magazine/CountyMagazinePDFs/CountyMag\\_JanFeb2016.pdf](https://www.county.org/magazine/CountyMagazinePDFs/CountyMag_JanFeb2016.pdf).) Where an office's Internet bandwidth is insufficient, it can take hours to download BWC files, consuming the office's bandwidth and slowing down the office's entire network. (CBP BODY-WORN CAMERA WORKING GRP., U.S. CUSTOMS & BORDER PATROL, BODY-WORN CAMERA FEASIBILITY STUDY REPORT 12 (Aug. 2015), <https://www.cbp.gov/sites/default/files/documents/body-worn-camera-20151112.pdf>.) Even with adequate bandwidth, downloading hours of video will take time and expend resources.

If a private vendor owns the cloud storage system used by the police, the prosecutor may need a software license to use the system. This will typically involve a fee, such as a one-time purchase or a subscription. (One vendor provides prosecutors free access to the cloud; however, it is possible that fees will be charged in the future. (See, e.g., *Evidence.com for Prosecutors*, AXON, <https://www.axon.com/products/evidence-prosecutor> (last visited Feb. 27, 2018).) If police departments within a prosecutor's jurisdiction use different private vendors, the prosecutor may need to purchase separate licenses for each type of BWC program. Where licenses are required, the prosecutor's office must decide whether to purchase a license for each prosecutor or to purchase licenses that can be shared.

Redaction of BWCs also requires robust computer power that may not be available in some prosecutor offices. If redaction is done on the cloud, there may be additional charges for proprietary redaction tools. The number of licenses needed will depend on whether the redaction is done in a centralized location or by the assigned prosecutor.

Prosecutor storage of BWC recordings is another challenge. The BWC footage received from the police can be stored on a DVD, remain in the police department's cloud, be saved on the assigned prosecutor's computer, or downloaded to an electronic case file on the prosecutor's office server. Each method presents its own technical issues and expenses. Importantly, in addition to the file originally received from the police department, the prosecutor must save any portions of the BWC recordings that are introduced at trial, redacted or enhanced in any way. Ideally, the BWC recordings should be stored with the related case file and with all other digital evidence associated with the file, such as crime scene photos and surveillance videos. Separately storing BWC evidence and other digital evidence from the rest of the case file will make it more difficult to find years later, if needed.

A BWC program may be the impetus to upgrade a prosecutor's technological capacity because it cannot function efficiently without a robust network, ample server space, and up-to-date computers.

## REDACTIONS

Prosecutors will need to redact BWC recordings for a number of reasons, including witness protection, court orders, freedom of information requests, and creation of excerpts for trial. If an individual's identity or image is to be protected from dissemination, then redaction of the face or other identifying features is required for each frame, by "black out" or "pixilation." (Steven M. Clem, Wash. Ass'n of Prosecuting Att'ys Comm., *Use of Body-Worn Cameras by Law Enforcement: Considerations, Issues and Concerns* 11 (June 2, 2015), <http://pceinc.org/wp-content/uploads/2015/07/Washington-Link-1.pdf>.) Additional redaction methods include making the entire recording fuzzy, snipping out sections, or automated redaction that can assist with recognizing, following, and redacting a face or object. Many types of redaction systems are available; however, they may require a license and staff must be trained in their use. Prior to purchase, the prosecutor's office must make sure that the software is compatible with its existing systems, network strength, and storage capacity and that the program keeps track of all changes made to the original file.

Redaction is extremely time-consuming. The average BWC video is 13 minutes long and it takes a trained person approximately one hour to review and redact information from a recording of that length. (James R. Benjamin et al., *Mayor Rawlings-Blake's Working Group on the Use and Implementation of Body-Worn Cameras: Draft Recommendations* 24, BALTIMORE CITY MAYOR'S OFFICE (2015), <http://mayor.baltimorecity.gov/sites/default/files/20150218BWCWorkingGroupRecommendations.pdf>; QueTel, *Body-Worn Camera Video Redaction—More Than It Seems*, POLICEONE.COM (Oct. 4, 2016), <https://www.policeone.com/police-products/Video-Redaction-Software/articles/227786006-Body-worn-camera-video-redaction-more-than-it-seems/>.) Once the recording is redacted, additional time is necessary to render or "finalize" the file, which can take anywhere from the real-time duration of the recording to up to one and one-half times the length of the clip. Depending on the redaction system, the computer used may be otherwise unavailable during the rendering process, thus requiring a dedicated computer. (See GLOBAL JUSTICE INFO. SHARING INITIATIVE, BUREAU OF

JUSTICE ASSISTANCE, U.S. DEP'T OF JUSTICE, VIDEO EVIDENCE: A PRIMER FOR PROSECUTORS (Oct. 2016); MICHAEL D. WHITE, OJP DIAGNOSTIC CTR., DEP'T OF JUSTICE, POLICE OFFICER BODY-WORN CAMERAS: ASSESSING THE EVIDENCE 34 (2014), [https://www.ojpdagnosticcenter.org/sites/default/files/spotlight/download/Police\\_Officer\\_Body-Worn\\_Cameras.pdf](https://www.ojpdagnosticcenter.org/sites/default/files/spotlight/download/Police_Officer_Body-Worn_Cameras.pdf).)

The redaction process is expensive in terms of the staff, resources, time, and technology required, and there may be much debate between police and prosecutors regarding who is responsible for this task. One study projected that redaction costs would consume as much as 21 percent of its BWC budget. It is estimated that, even if the process were to be outsourced to a third party (which still will require a frame-by-frame review by the prosecutor), video redaction still would cost an estimated \$50 per hour. (Benjamin et al., *Mayor Rawlings-Blake's Working Group*, *supra*, at 10.)

Enhanced technologies, such as facial recognition software, may simplify the redaction process in the future; however, there will always be a need for double checking each frame of a recording to make sure that the redaction was complete and properly made. (Karen Weise, *Could Face Recognition Be on Police Body-Worn Cameras by 2017?*, PLANET BIOMETRICS (July 20, 2016), <http://www.planetbiometrics.com/article-details/i/4766/desc/could-face-recognition-be-on-police-body-worn-cameras-by-2017>.)

## STAFFING NEEDS FOR PROSECUTOR'S OFFICE TO MANAGE BWC DATA

Properly implementing and overseeing a BWC camera policy will require additional staff for a prosecutor's office. These significant personnel costs are usually not included in the initial planning for a BWC program. When a police department begins its BWC program, it is important for funding authorities to know the substantial staffing implications for prosecutors.

Ideally, a prosecutor's office should have a legal liaison and an administrative liaison to manage the BWC recordings. The legal liaison can develop policies and protocols, address discovery issues, coordinate with the courts and defense, and oversee freedom of information requests. One important policy that requires legal input is the retention time for the recordings. This demands coordination between the police and the prosecutor to ensure that relevant recordings are maintained throughout the case and possibly also the appeal. Finally, the legal liaison can collect BWC recordings that are useful for training by the police or prosecutors and any recordings that demonstrate a need for disciplinary action.

The prosecutor's administrative BWC liaison can be responsible for an array of technical and logistical issues. These include receiving the recordings, tracking outstanding requests, sending recordings to the assigned or reassigned prosecutor, associating untagged recordings with cases, storing BWC recordings, addressing redaction issues, and coordinating transcription of BWCs. The administrator also will have to keep track of available licenses and passwords. (Damon Mosler, *Considerations for Policies on Body Worn Cameras in Prosecutor Offices* (May 2016) (unpublished paper on file with author).) In a large office, many prosecutors may have passwords for BWC reviewing systems; keeping track of the passwords as prosecutors

leave the office or change positions within the office can be difficult. The administrative liaison also may have to burn DVDs of BWC recordings for defense counsel or to introduce in court.

BWCs place a significant drain on the time of the assigned prosecutor. Viewing a BWC recording is far more time-consuming than reading a police report that summarizes an event. If there are multiple officers at a scene, viewing time will be increased further as the recordings of each officer may have to be viewed. For example, a one-hour event could result in five hours of viewing if five officers with BWCs were at the scene. In contrast, before BWCs, this same event may have been summarized in a one-page police report that could be read in five minutes. One prosecutor explained the impact of BWCs on a prosecutor's office by saying it is as if every police report increased from four pages to 60 pages. (Telephone Interview with John Haroldson, Dist. Att'y, Benton Cnty., OR (Apr. 14, 2017).)

To assist with viewing BWC recordings, some vendors have developed an accelerated fast-forward function that allows the video to be viewed quickly. Some BWC systems utilize technology that allows for simultaneous review of multiple recordings in a split screen. (See *Evidence.com for Prosecutors*, *supra*.) The disadvantage of these methods is that it is easy to miss something that may be significant, particularly because any sound on the recording will not be heard when viewing in an accelerated or multiple-recording mode.

A prosecutor's office should implement policies for when, and if, the BWC footage must be viewed. This policy will directly impact the number of additional prosecutor work hours that are needed as a result of a BWC program. In offices where prosecutors are not required to view every recording prior to discovery or plea, the staffing needs may be less. However, regardless of policy, there is no doubt that BWCs inevitably will increase the amount of time it takes a prosecutor to thoroughly investigate a case.

In addition to needing staff to redact recordings as discussed previously, staff also may be needed to transcribe BWC recordings that are introduced in court. Some states, such as California and Minnesota, require a transcript to accompany any recording introduced as evidence. (See CAL. R. CT. 2.1040(b) (2016) (stating transcript of video recording must be provided before recording may be entered into evidence); MINN. R. CRM. PROC. 26.03(16) (stating that provision of transcript is optional prior to introducing video recording into evidence).) Transcribing a recording is time-consuming and requires staff. Some BWC system vendors offer related online transcription services that may reduce the time and personnel needed for audio-video transcription. (See, e.g., *SpeakWrite for Axon Evidence.com Platform*, AXON, <http://speakwrite.com/axon>.) However, outsourced transcripts always must be checked by prosecutor staff to verify their accuracy. If the recording is in a foreign language, a translator will be needed in addition to transcription services.

Qualified IT staffing is a critical component of a BWC program. Given the many technological challenges of a BWC system, it is essential to have competent and reliable IT support. Some prosecutor offices depend on centralized, countywide IT support. An office's ability to adjust to a BWC program can be significantly impacted if the county's IT support has other

priorities and cannot attend to the prosecutor's office.

Training also is needed for prosecutors and support staff to teach them how to deal with BWC issues, including office policies, access to the recordings, redaction, discovery, transcription, and introduction of the evidence.

In sum, the amount of digital evidence used in criminal cases is exploding and is significantly increasing the staffing needs of a prosecutor's office. Prosecutors and their staff must be trained and ready for a variety of challenges related to this evidence, including collection, viewing, redaction, storage, editing, discovery, and introduction of the evidence in court. (See GLOBAL JUSTICE INFO. SHARING INITIATIVE, VIDEO EVIDENCE, *supra* (providing guidance on using video evidence in the courtroom).)

## VIEWING BWC RECORDINGS AND DISCOVERY

Once a prosecutor has received a BWC recording, it will be subject to the same rules of discovery as other information received from the police. Ideally, a prosecutor should view all recordings in the early stages of a case and prior to turning it over to the defense. The recording may reveal useful evidence to support a prosecution or uncover information that exonerates a defendant. It also may expose issues that require additional investigation and assessment. As with any evidence, prosecutors must be mindful not to release information that could put a witness's safety at risk. Similarly, issues regarding privacy or confidential police tactics may prevent the release of some information contained in a BWC recording. Though early viewing of BWC recordings is a laudable goal, cost and staffing considerations may make this extremely difficult, if not impossible.

If it is not possible to review every BWC recording before discovery, prosecutors may need to focus on certain types of cases where the police report or the BWC tags suggest a higher likelihood that the recording contains sensitive information. For example, prosecutors may wish to review recordings of specific types of events, such as violent felonies, victim-related crimes, recordings of minors, and other situations where concerns of witness intimidation or privacy may be present. Assigning paralegals or interns to conduct an initial screening review of BWC recordings is one potential way to balance capacity constraints with necessary pre-discovery viewing. Prosecutors should be mindful that even if a recording is not viewed, the prosecutor has constructive knowledge of its contents. Ultimately, individual offices' discovery procedures and local statutes will govern when the recordings must be turned over.

Viewing and identifying discoverable material is not the end of the challenge. The prosecutor will have to determine how to provide defense counsel with access to the recordings. This can be done by providing the defense with a DVD, sending a link to the recording stored in a cloud system, or allowing viewing in the prosecutor's office. However, some defense counsel do not have the computer capacity or the technical knowledge needed to view the recordings. Accommodations will have to be made to complete discovery. Regardless of how the BWC recording is provided to the defense, a good record must be kept of when the information was sent to and received by the defense.

## RELEASE OF BWC RECORDINGS

Ethical rules such as Ethical Rule 3.8 (Special Responsibilities of a Prosecutor) of the ABA Model Rules of Professional Conduct

may prohibit prosecutors from releasing recordings to the public while a criminal case is pending. The rule states: “except for statements that are necessary to inform the public of the nature and extent of the prosecutor’s action and that serve a legitimate law enforcement purpose, refrain from making extrajudicial comments that have a substantial likelihood of heightening public condemnation of the accused and exercise reasonable care to prevent investigators, law enforcement personnel, employees or other persons assisting or associated with the prosecutor in a criminal case from making an extrajudicial statement that the prosecutor would be prohibited from making under Rule 3.6 or this Rule.” (MODEL RULES OF PROF’L CONDUCT r. 3.8 (Am. Bar Ass’n 1982), [http://www.americanbar.org/groups/professional\\_responsibility/publications/model\\_rules\\_of\\_professional\\_conduct/rule\\_3\\_8\\_special\\_responsibilities\\_of\\_a\\_prosecutor.html](http://www.americanbar.org/groups/professional_responsibility/publications/model_rules_of_professional_conduct/rule_3_8_special_responsibilities_of_a_prosecutor.html); see also Prosecuting Att’ys Ass’n of Mich., *Best Practices Recommendation: Prosecutor and Law Enforcement Communication to Media* (June 19, 2015), [https://www.michiganprosecutor.org/files/PAAM\\_Best\\_Practices\\_Communications\\_to\\_Media.pdf](https://www.michiganprosecutor.org/files/PAAM_Best_Practices_Communications_to_Media.pdf).) In addition to professional conduct rules for prosecutors, local rules also may prohibit disclosure. For example, in Indiana, prosecutors who prematurely release evidence during a criminal proceeding may be subject to disciplinary action before the Indiana Supreme Court Disciplinary Commission. (See Marilyn Odendahl, *Prosecutors Say Ethics Rules Limit Release of Police Body Camera Video*, IND. LAW., June 29, 2016, <http://www.theindianalawyer.com/prosecutors-say-ethics-rules-limit-release-of-police-body-camera-video/PARAMS/article/40732> (citing IND. R. PROF. CONDUCT §§ 3.6, 3.8).)

One area of debate between police and prosecutors is when and if to release BWC footage, particularly during the investigative phase of a case. The police, who own the BWC recordings, are more likely to release a recording as soon as possible if needed to quell concerns in the community. In contrast, prosecutors may argue against early release of the recording for fear that it might interfere with the investigation and influence witnesses. It is useful for the police and the prosecutor to discuss this issue as a BWC program is being developed and before a high-profile incident occurs.

### INTRODUCING BWC RECORDINGS AS EVIDENCE

As with other evidence, before the BWC video can be admitted into evidence and published to the jury, it must be authenticated. (Greg Hurley, Nat’l Ctr. for State Courts, *Body-Worn Cameras and the Courts* (2016), <http://www.ncsc-jurystudies.org/~media/files/pdf/jury/final%20bwc%20report.ashx>.) Typically, a BWC video is authenticated by a witness to the event, usually the officer wearing the BWC, who will testify that the BWC recording fairly and accurately represents what the witness observed. If the officer wearing the BWC is not available, someone else who was at the scene may be able to testify that the recording is a true and accurate representation of what occurred at that date and time.

If the authenticity of a BWC video is challenged, or a party alleges that the recording has been altered, prosecutors should be prepared to establish the BWC video’s chain of custody from the start of the recording to its presentation in the courtroom. (*Id.* at 5.) To establish the chain of custody, the prosecutors should consider when and how the BWC video was uploaded, who had access to the video, and the availability of an audit

trail that can track who has viewed or altered the recording.

For prosecutors to present BWC recordings in the grand jury or in court, there must be the necessary equipment to play the recordings. Most jurisdictions provide that “the party offering the video evidence is responsible for appearing at the hearing or trial with [the evidence] and arranging for it to be played.” (*Id.*) Modern courtrooms may have the appropriate equipment available to play recordings, such as a widescreen television, a projector, computer, wireless Internet, and other equipment. In other, less sophisticated court rooms, however, the parties may have to “carry the required equipment into the courtroom to show the video.” (*Id.*)

Typically, even when a BWC recording is stored in a cloud system, the BWC recording will be introduced into evidence using a CD/DVD. The current rules of evidence “do not allow parties to move a data stream into evidence.” (*Id.*) In the future, parties may be able to upload BWC videos directly to a court’s case management system, from which the video can be played to the jury and, once admitted into evidence, also “included in the electronic case file . . . like an electronic document.” (*Id.* at 6.) It even may be possible to “stream a BWC video directly from its cloud-based environment to show to the judge or jury.” (*Id.* at 5.) Notably, however, this technology is currently out of reach for most jurisdictions.” (*Id.*)

### BWC EVIDENTIARY LIMITATIONS

Though they are a reliable source of evidence, BWC recordings have limitations in terms of evidentiary value. For example, if the BWC device is situated on the officer’s chest, but the officer is looking over his shoulder, the BWC may not capture what the officer saw. Perspective or lighting may be distorted by camera specifications. A BWC may capture something that the officer did not notice because the officer had focused on something else, or the officer’s arm may be in the way of the camera, obstructing something the officer did see. As a result, prosecutors should be prepared to manage the expectations of jurors and the public by explaining that BWCs may not provide a comprehensive synopsis of all events that occurred at a particular time.

### CONCLUSION

From daily news broadcasts to the courtroom, police BWCs are a topic of conversation and debate. BWCs are now expected by the public and are becoming a standard component of criminal investigations and prosecutions. The recordings generated from BWCs provide significant evidence and are important tools for prosecutors to evaluate, investigate, and prosecute criminal cases. The technology and policy considerations surrounding BWCs are complex and rapidly evolving. Prosecutors need to understand the technology behind BWCs—both its advantages and limitations—so that they can create sound policies and use this new evidence effectively. The implications of regular use of BWCs in criminal investigations have yet to be fully understood. Prosecutors should take a central role in guiding the use of BWCs, so they can be used to enhance investigations, provide increased police accountability, and improve the criminal justice system as a whole. ■

**IC 36370C0 Victims Rights Compliance**

The following is a breakdown of the estimated costs to enhance current SAFES software, the Redaction software licensing and hardware costs:

<u>NAME</u>	<u>DESCRIPTION</u>	<u>HRS/AMT</u>	<u>RATE</u>	<u>TOTAL</u>
SAFES Enhancement	Screen Coding/Testing/Stored Procedures	330	100	\$33,000
SAFES Enhancement	Letters/Report/Review/Design	260	50	\$13,000
Adobe Pro DC	PDF Editing Software	60	188	\$11,250
Input Ace	Video Forensic Software	7	995	\$6,965
Adobe Cloud Suite	Audio, Video and media editing software	25	753	\$18,825
Workstations	Customized computer with video editing hardware	7.00	3,200.00	\$22,400
Snagit	Graphic Editing Software	10.00	50.00	\$500
Storage and Back up	12TB with Raid and NAS Server	1.00	5,000.00	\$5,000
				\$0
<b>Total Request</b>				<b>\$110,940</b>

**IC 3004400 Projected Budget for SA17 Participation in the Enhanced Training for Elder Abuse**

<b>Training</b>	<b>Expense</b>	<b>Amount</b>	<b>Total</b>
<b>Law Enforcement “Train the Trainers” (TOT) Training.</b> A three-day TOT.	Air Fare to travel to conference site.	\$650.00 (Cost per ASA / VA attending the conference, 4 FTE total)	\$2600.00
	Hotel	\$175.00 per night for 3 nights, 4 FTE.	\$2100.00
	Meals (Per diem)	\$ 36.00 (three days, 4 FTE)	\$432.00
	<b>Total for TOT Training</b>		
<b>Prosecutors’ Institute.</b> A three - day course. Two ASAs to attend the National Institute on the Prosecution of Elder Abuse	Air Fare to travel to National Institute.	\$650.00 (Two ASAs attending the conference)	\$1,300.00
	Hotel	\$ 175.00 per night for 3 nights. (Two ASAs attending the Institute)	\$1,150.00
	Meals (Per diem)	\$ 36.00 (three days) (Two ASAs attending the Institute)	\$216.00
	<b>Total for Prosecutors’ Institute</b>		
<b>Total for required participation in out of town conferences and training.</b>			<b>\$7,798.00</b>



# Regional Counsel, Second District Cross Jurisdictional Death Penalty Program Projected Budget

## Cross Jurisdictional Death Penalty Program 2nd, 5th and 9th Circuits

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 2nd, 5th and 9th circuits 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 2nd, 5th and 9th circuits for the Cross Jurisdictional Death Penalty Program.

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
<b>Personnel</b>			
<b>Salaries</b>			
3 Attorneys (1st chair qualified) - (1.0 FTE)	\$173,070.00	\$173,070.00	\$346,140.00
3 Attorneys (2nd chair qualified) - (1.0 FTE)	\$173,070.00	\$0.00	\$173,070.00
2 Mitigation Specialists - (1.0 FTE)	\$79,138.27	\$79,138.27	\$158,276.54
2 Investigators - (1.0 FTE)	\$79,138.27	\$79,138.27	\$158,276.54
2 Staff assistants - (1.0 FTE)	\$56,989.50	\$56,989.50	\$113,979.00
<b>Fringe Benefits</b>			
Attorneys (1st chair qualified) - 60.5% of total salary	\$114,988.00	\$114,988.00	\$229,976.00
Attorneys (2nd chair qualified) - 60.5% of total salary	\$114,988.00	\$0.00	\$114,988.00
Mitigation Specialist 60.5% of total salary	\$44,539.00	\$44,539.00	\$89,078.00
Investigator 60.5% of total salary	\$57,138.00	\$57,138.00	\$114,276.00
Paralegal 60.5% of total salary	\$40,208.00	\$40,208.00	\$80,416.00
<b>Personnel Subtotal</b>	<b>\$933,267.04</b>	<b>\$645,209.04</b>	<b>\$1,578,476.08</b>

Budget Item	Requested from Legislature	Cost Shared by RC2	Total
<b>Travel</b>			
<b>Attorneys</b>			
Attorneys: 1 day travel			
Tallahassee to Orlando - 484 miles (round trip) x 0.445 = \$215 x 2 positions x 6 trips	\$2,584.56	\$0.00	\$2,584.56
Attorneys: Overnight travel			
Tallahassee to Orlando - 484 miles (round trip) x 0.445 = \$215 x 2 positions x 6 trips	\$2,584.56	\$0.00	\$2,584.56
Hotel \$175 (per night) x 2 positions x 6 trips	\$2,100.00	\$0.00	\$2,100.00
Meals \$36 x 2 positions x 6 trips	\$432.00	\$0.00	\$432.00
Per Diem \$80 x 2 positions x 6 trips	\$960.00	\$0.00	\$960.00
<b>Mitigation Specialist and Investigator</b>			
Mitigation Specialist and Investigator: 1 day travel			
Tallahassee to Orlando - 484 miles (round trip) x 0.445 = \$215 x 2 positions x 6 trips	\$2,584.56	\$0.00	\$2,584.56
Mitigation Specialist and Investigator: Overnight travel			
Tallahassee to Orlando - 484 miles (round trip) x 0.445 = \$215 x 2 positions x 6 trips	\$2,584.56	\$0.00	\$2,584.56
Hotel \$175 (per night) x 2 positions x 6 trips	\$2,100.00	\$0.00	\$2,100.00
Meals \$36 x 2 positions x 6 trips	\$432.00	\$0.00	\$432.00
Per Diem \$80 x 2 positions x 6 trips	\$960.00	\$0.00	\$960.00
<b>Travel total</b>	<b>\$17,322.24</b>	<b>\$0.00</b>	<b>\$17,322.24</b>



Nonpersonnel Budget Item	Requested from Legislature	Cost Shared by RC2 Recurring	Total
<b>Physical Facilities</b>			
Tallahassee space rental (5) office spaces at \$3,000/month x 12 months	\$37,080	\$0	\$37,080
Ocala Space Rental (7) office spaces at \$3,500/month x 12 months	\$43,260	\$0	\$43,260
Facility Management (Electric, janitorial, shredding) \$500/month x 12 months	\$0	\$6,000	\$6,000
Repair & Maintenance \$121 x 12 months	\$0	\$1,452	\$1,452
Security System \$50/month x 12 months	\$0	\$600	\$600
<b>TOTAL REQUEST FROM LEGISLATURE</b>	<b>\$80,340</b>	<b>\$8,052</b>	<b>\$88,392</b>

**Standard # 3: Expense and Human Resource Services Assessments Package**

RC Operating Expenditures (103227)	Attorneys (6)		Non-Attorney Professional (4)		Support Staff (2)	
	Recurring	Non-recur	Recurring	Non-recur	Recurring	Non-Recur
Telephone, line/use*	444.00	99.00	444.00	99.00	444.00	99.00
Telephone, purchase***	158.00	22.00	158.00	22.00	158.00	22.00
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	650.00	650.00	650.00	650.00	650.00	650.00
Bookcase 4 shelf/48" high	500.00	500.00	500.00	500.00		
Desk	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Executive Chair	675.00	675.00	675.00	675.00		
Secretarial Chair					675.00	675.00
Side Arm Chair	475.00	475.00	475.00	475.00	475.00	475.00
Building Rental	3,866.00		3,866.00		3,007.00	
Software and Training	851.00	250.00	851.00	250.00	851.00	401.00
Data Communications	682.00		682.00		682.00	
Computing Equipment****	1,110.00	1,110.00	1,110.00	1,110.00	1,110.00	1,110.00
Law Library*****	700.00					
TOTAL:	11,879.00	4,781.00	11,179.00	4,781.00	9,718.00	4,432.00
	<b>73,170.00</b>	<b>28,686.00</b>	<b>45,224.00</b>	<b>18,364.00</b>	<b>20,068.00</b>	<b>8,864.00</b>

<b>TOTAL STANDARD #3 Requested from Legislature</b>	<b>138,462.00</b>
<b>TR/ HR SVCS/ DMS &amp; STW CONTRACT (107040)= 12 x \$218</b>	<b>2,616.00</b>

Budget Item	Requested from Legislature	Cost Shared by RC2 Recurring	Total
<i>Subtotal Nonpersonnel - Operations (103227)</i>	\$97,662	\$8,052	\$105,714
<i>Total Direct Costs Personnel - Salaries and Benefits (010000)</i>	\$1,074,345	\$645,209	\$1,719,554
Due Process for 8 cases/year - \$50,300 each case (Funds to be held by JAC) - Due Process (100777)	\$404,800	\$0	\$404,800
<b>Total Cross Jurisdictional Death Penalty Program Costs 5th and 9th Circuits</b>	<b>2nd, REQUESTED FROM LEGISLATURE</b>	<b>COST SHARED BY RC2</b>	<b>TOTAL</b>
	<b>\$1,576,807</b>	<b>\$645,209</b>	<b>\$2,222,016</b>

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Justice Administrative Commission, Statewide Guardian ad litem, State Attorney, Public Defender Trial and Appellate

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

*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, A91, A92, A93, A94, A95, A96, A36, A10, IA1, IA4, 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)? <b>(CSDI or Web LBR Column Security)</b>	Y	Y	Y	Y	Y
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? <b>(CSDI)</b>	Y	Y	Y	Y	Y

### AUDITS:

1.3 Have Column A03 budget files been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. <b>(EXBR, EXBA)</b>	Y	Y	Y	Y	Y
1.4 Have Column A03 trust fund files been copied to Column A12? Run Schedule I <b>(SC1R, SC1 or SC1R, SC1D adding column A12)</b> to verify.	Y	Y	Y	Y	Y
1.5 Has Column A12 security been set correctly to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for Budget and Trust Fund files? <b>(CSDR, CSA)</b>	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 included in the LAS/PBS Web upload process requires 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 56 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 14 through 27)? Do they clearly describe the issue?	Y	Y	Y	Y	Y

## Fiscal Year 2023-24 LBR Technical Review Checklist

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Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165

### 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.	N/A	N/A	N/A	Y	N/A
---	-----	-----	-----	---	-----

#### AUDITS:

3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity and program component at the FSI level? Are all nonrecurring amounts less than requested amounts? <b>(NACR, NAC - Report should print "No Negative Appropriation Categories Found")</b>	Y	Y	Y	Y	Y
--	---	---	---	---	---

3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? <b>(EXBR, EXBC - Report should print "Records Selected Net To Zero")</b>	Y	Y	Y	Y	Y
--	---	---	---	---	---

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 59 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? <b>(ED1R, XD1A - Report should print "No Differences Found For This Report")</b>	Y	Y	Y	Y	Y
---	---	---	---	---	---

## Fiscal Year 2023-24 LBR Technical Review Checklist

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Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? <b>(EXBR, EXBB - Negative differences [with a \$5,000 allowance] need to be corrected in Column A01.)</b>	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? <b>(EXBR, EXBD - Differences [with a \$5,000 allowance at the department level] need to be corrected in Column A01.)</b>	Y	Y	Y	Y	Y
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2021-22 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.					
<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)</b>						
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y
TIP	Exhibit D-3 is 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.					
<b>7. EXHIBIT D-3A (EADR, ED3A) (Required to be posted to the Florida Fiscal Portal)</b>						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 27 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 64 through 69 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 66 through 69 of the LBR Instructions?	N/A	Y	Y	N/A	N/A
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?	N/A	Y	Y	N/A	N/A
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.5 of the LBR Instructions.)	Y	N/A	Y	Y	N/A

## Fiscal Year 2023-24 LBR Technical Review Checklist

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Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165
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 93 through 92 of the LBR Instructions.)	N/A	N/A	Y	Y	N/A
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?	N/A	N/A	Y	Y	N/A
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 #23-003?	N/A	N/A	N/A	Y	N/A
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. <b>(PLRR, PLMO)</b>	N/A	N/A	N/A	N/A	N/A
7.12 Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	Y	N/A	N/A	N/A	N/A
7.13 Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	N/A
7.14 Do the amounts reflect appropriate FSI assignments?	Y	Y	Y	Y	Y
7.15 Are the 33XXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	N/A	N/A	Y	N/A	N/A
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 26 and 88 of the LBR Instructions.)	N/A	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)?	N/A	Y	Y	N/A	N/A
7.18 Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A	N/A	N/A

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Action		Program or Service (Budget Entity Codes)				
		2130	2131	2150	2160	2165
7.19	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development?	N/A	N/A	N/A	N/A	N/A
<b>AUDIT:</b>						
7.20	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? ( <b>GENR, LBR1</b> )	N/A	N/A	N/A	N/A	N/A
7.21	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? ( <b>GENR, LBR2</b> )	N/A	N/A	N/A	N/A	N/A
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? ( <b>GENR, LBR3</b> )	N/A	Y	Y	Y	N/A
7.23	Have FCO appropriations been entered into the nonrecurring column (A04)? ( <b>GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L)</b> )	NA	N/A	N/A	N/A	N/A
7.24	Has narrative been entered for all issues requested by the agency? Agencies do not need to include narrative for startup issues (1001000, 2103XXX, etc.) that were not input by the agency. ( <b>NAAR, BSNR</b> )	Y	Y	Y	Y	Y
7.25	Has the agency entered annualization issues (260XXX0) for any issue that was partially funded in Fiscal Year 2022-23? Review Column G66 to determine whether any incremental amounts are needed to fully fund an issue that was initially appropriated in Fiscal Year 2022-23. Do not add annualization issues for pay and benefit distribution issues, as those annualization issues (26AXXXX) have already been added to A03.	N/A	N/A	N/A	N/A	N/A
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run <b>OADA/OADR</b> from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 69 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					

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Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165

**TIP** If an appropriation made in the FY 2022-23 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	N/A
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, 000119, 001270, 001870, 001970)?	Y	Y	Y	Y	N/A
8.10 Are the statutory authority references correct?	Y	Y	Y	Y	N/A
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	N/A
8.12 Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	N/A	N/A	Y	Y	N/A
8.13 If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y	Y	N/A

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Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165
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	N/A	N/A
8.15 Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y	Y	N/A
8.16 Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	N/A
8.17 If applicable, are nonrecurring revenues entered into Column A04?	N/A	N/A	Y	N/A	N/A
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	N/A
8.20 Are appropriate General Revenue Service Charge nonoperating amounts included in Section II?	Y	Y	Y	Y	N/A
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



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Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165
8.24 Are prior year September operating reversions appropriately shown in column A01, Section III?	N/A	Y	Y	Y	N/A
8.25 Are current year September operating reversions (if available) appropriately shown in column A02, Section III?	Y	N/A	Y	Y	N/A
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 analyzed for continuing appropriations (category 13XXXX) and properly accounted for in the appropriate column(s) in Section III?	N/A	N/A	N/A	N/A	N/A
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
<b>AUDITS:</b>					
8.30 Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y	Y
8.31 Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? ( <b>SC1R, SC1A - Report should print "No Discrepancies Exist For This Report"</b> )	Y	Y	Y	Y	Y
8.32 Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. ( <b>SC1R, DEPT</b> )	Y	Y	Y	Y	Y
8.33 Has a Schedule IB been provided for 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
<b>TIP</b> 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!					
<b>TIP</b> Determine if the agency is scheduled for trust fund review. (See pages 124 through 126 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					
<b>TIP</b> Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
<b>TIP</b> Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					

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Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165

### 9. SCHEDULE II (PSCR, SC2)

#### AUDIT:

9.1 Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? <b>(BRAR, BRAA - Report should print "No Records Selected For This Request")</b> Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See <i>Base Rate Audit</i> on page 155 of the LBR Instructions.)	Y	Y	Y	Y	Y
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### 10. SCHEDULE III (PSCR, SC3)

10.1 Is the appropriate lapse amount applied? (See page 90 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A
10.2 Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See pages 93 through 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use <b>OADI</b> or <b>OADR</b> to identify agency other salary amounts requested.	N/A	N/A	Y	Y	N/A

### 11. SCHEDULE IV (EADR, SC4)

11.1 Are the correct Information Technology (IT) issue codes used?	N/A	Y	Y	N/A	N/A
<b>TIP</b> 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 <b>NOT REQUIRED FOR THIS YEAR</b>	N/A	N/A	N/A	N/A	N/A
<b>TIP</b> If all or a portion of an issue is intended to be reduced on a nonrecurring basis, include the total reduction amount in Column A91 and the nonrecurring portion in Column A92.					

### 14. SCHEDULE VIIIB-2 (EADR, S8B2) (Required to be posted to the Florida Fiscal Portal)

14.1 Do the reductions comply with the instructions provided on pages 99 through 102 of the LBR Instructions regarding a 10% reduction in 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
<b>TIP</b> 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.					
<b>TIP</b> If all or a portion of an issue is intended to be reduced on a nonrecurring basis, in the absence of a nonrecurring column, include that intent in narrative.					

### 15. SCHEDULE VIIIC (EADR, S8C) (NO LONGER REQUIRED)

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Action	Program or Service (Budget Entity Codes)				
	2130	2131	2150	2160	2165

### 16. SCHEDULE XI (UCSR,SCXI) (LAS/PBS Web - see pages 104-108 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. <b>The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website.</b> (Note: Pursuant to 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 2021-22 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	Y	Y	Y
16.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? ( <b>Audit #1 should print "No Activities Found"</b> )	Y	Y	Y	Y	Y
16.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? ( <b>Audit #2 should print "No Operating Categories Found"</b> )	Y	Y	Y	Y	Y
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 <b>Audit #3</b> 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? ( <b>Audit #4 should print "No Discrepancies Found"</b> )	Y	Y	Y	Y	Y
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

### 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 52 through 109 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 128 of the LBR instructions for exceptions to this rule)? Have all IV-Bs been emailed to: <b>IT@LASPBS.STATE.FL.US?</b>	N/A	N/A	N/A	N/A	N/A

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Justice Administrative Commission, Statewide Guardian ad litem, State Attorney, Public Defender Trial and Appellate

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

*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
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
<b>AUDITS - GENERAL INFORMATION</b>					
TIP Review <i>Section 6: Audits</i> of the LBR Instructions (pages 154 through 156) for a list of audits and their descriptions.					
TIP Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
<b>18. CAPITAL IMPROVEMENTS PROGRAM (CIP) (Required to be posted to the Florida Fiscal Portal)</b>					
18.1 Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	N/A	N/A
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	N/A	N/A
18.4 Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A	N/A	N/A	N/A	N/A
18.5 Are the appropriate counties identified in the narrative?	N/A	N/A	N/A	N/A	N/A
18.6 Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	N/A	N/A	N/A	N/A	N/A
TIP Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
<b>19. FLORIDA FISCAL PORTAL</b>					
19.1 Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

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)				
	2170	2180			

### 1. GENERAL

1.1 Are Columns A01, A04, A05, A91, A92, A93, A94, A95, A96, A36, A10, IA1, IA4, 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)? <b>(CSDI or Web LBR Column Security)</b>	Y	Y			
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? <b>(CSDI)</b>	Y	Y			

### AUDITS:

1.3 Have Column A03 budget files been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. <b>(EXBR, EXBA)</b>	Y	Y			
1.4 Have Column A03 trust fund files been copied to Column A12? Run Schedule I <b>(SC1R, SC1 or SC1R, SC1D adding column A12)</b> to verify.	Y	Y			
1.5 Has Column A12 security been set correctly to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for Budget and Trust Fund files? <b>(CSDR, CSA)</b>	Y	Y			
<b>TIP</b> 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 included in the LAS/PBS Web upload process requires 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 56 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 14 through 27)? Do they clearly describe the issue?	Y	Y			

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

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Action	Program or Service (Budget Entity Codes)				
	2170	2180			

### 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.	N/A	N/A			
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#### AUDITS:

3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity and program component at the FSI level? Are all nonrecurring amounts less than requested amounts? <b>(NACR, NAC - Report should print "No Negative Appropriation Categories Found")</b>	Y	Y			
--	---	---	--	--	--

3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? <b>(EXBR, EXBC - Report should print "Records Selected Net To Zero")</b>	Y	Y			
--	---	---	--	--	--

**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 59 of the LBR Instructions?	Y	Y			
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4.2 Is the program component code and title used correct?	Y	Y			
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**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			
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#### AUDITS:

5.2 Do the fund totals agree with the object category totals within each appropriation category? <b>(ED1R, XD1A - Report should print "No Differences Found For This Report")</b>	Y	Y			
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## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

*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)				
	2170	2180			

5.3 FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? <b>(EXBR, EXBB - Negative differences [with a \$5,000 allowance] need to be corrected in Column A01.)</b>	Y	Y			
5.4 A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? <b>(EXBR, EXBD - Differences [with a \$5,000 allowance at the department level] need to be corrected in Column A01.)</b>	Y	Y			
TIP If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2021-22 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.					
<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)</b>					
6.1 Are issues appropriately aligned with appropriation categories?	Y	Y			
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.					
<b>7. EXHIBIT D-3A (EADR, ED3A) (Required to be posted to the Florida Fiscal Portal)</b>					
7.1 Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 27 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 64 through 69 of the LBR Instructions.)	Y	Y			
7.3 Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 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			

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

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Action	Program or Service (Budget Entity Codes)				
	2170	2180			

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.5 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 93 through 92 of the LBR Instructions.)	N/A	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 #23-003?	N/A	N/A			
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. <b>(PLRR, PLMO)</b>	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?	N/A	N/A			
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.	N/A	N/A			
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 26 and 88 of the LBR Instructions.)	Y	Y			



## Fiscal Year 2023-24 LBR Technical Review Checklist

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Action	Program or Service (Budget Entity Codes)				
	2170	2180			

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)?	N/A	N/A			
7.19 Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development?	N/A	N/A			
<b>AUDIT:</b>					
7.20 Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? ( <b>GENR, LBR1</b> )	N/A	N/A			
7.21 Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? ( <b>GENR, LBR2</b> )	N/A	N/A			
7.22 Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? ( <b>GENR, LBR3</b> )	N/A	Y			
7.23 Have FCO appropriations been entered into the nonrecurring column (A04)? ( <b>GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L)</b> )	N/A	Y			
7.24 Has narrative been entered for all issues requested by the agency? Agencies do not need to include narrative for startup issues (1001000, 2103XXX, etc.) that were not input by the agency. ( <b>NAAR, BSNR</b> )	Y	Y			
7.25 Has the agency entered annualization issues (260XXX0) for any issue that was partially funded in Fiscal Year 2022-23? Review Column G66 to determine whether any incremental amounts are needed to fully fund an issue that was initially appropriated in Fiscal Year 2022-23. Do not add annualization issues for pay and benefit distribution issues, as those annualization issues (26AXXXX) have already been added to A03.	N/A	N/A			
<b>TIP</b> Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run <b>OADA/OADR</b> from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
<b>TIP</b> 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 64 through 69 of the LBR Instructions.					

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

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Action	Program or Service (Budget Entity Codes)				
	2170	2180			

<b>TIP</b> 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.	
<b>TIP</b> 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).	
<b>TIP</b> If an appropriation made in the FY 2022-23 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?	N/A	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			

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

*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)				
	2170	2180			

8.9 Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	Y	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.)	N/A	Y			
8.12 Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	N/A	N/A			
8.13 If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y			
8.14 Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	N/A	Y			
8.15 Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A	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?	N/A	N/A			
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?	N/A	Y			
8.20 Are appropriate General Revenue Service Charge nonoperating amounts included in Section II?	N/A	Y			
8.21 Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	N/A	N/A			
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.)	N/A	N/A			
8.23 Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	N/A	Y			
8.24 Are prior year September operating reversions appropriately shown in column A01, Section III?	N/A	Y			

## Fiscal Year 2023-24 LBR Technical Review Checklist

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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)				
	2170	2180			

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 analyzed for continuing appropriations (category 13XXXX) and properly accounted for in the appropriate column(s) in Section III?	N/A	N/A			
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? <b>(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")</b>	Y	Y			
8.32 Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. <b>(SC1R, DEPT)</b>	Y	Y			
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 pages 124 through 126 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.					

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

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Action	Program or Service (Budget Entity Codes)				
	2170	2180			

### 9. SCHEDULE II (PSCR, SC2)

#### AUDIT:

9.1 Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? <b>(BRAR, BRAA - Report should print "No Records Selected For This Request")</b> Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See <i>Base Rate Audit</i> on page 155 of the LBR Instructions.)	Y	Y			
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### 10. SCHEDULE III (PSCR, SC3)

10.1 Is the appropriate lapse amount applied? (See page 90 of the LBR Instructions.)	N/A	N/A			
10.2 Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See pages 93 through 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use <b>OADI</b> or <b>OADR</b> to identify agency other salary amounts requested.	N/A	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			
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### 13. SCHEDULE VIIIB-1 (EADR, S8B1)

13.1 <b>NOT REQUIRED FOR THIS YEAR</b>	N/A	N/A			
TIP If all or a portion of an issue is intended to be reduced on a nonrecurring basis, include the total reduction amount in Column A91 and the nonrecurring portion in Column A92.					

### 14. SCHEDULE VIIIB-2 (EADR, S8B2) (Required to be posted to the Florida Fiscal Portal)

14.1 Do the reductions comply with the instructions provided on pages 99 through 102 of the LBR Instructions regarding a 10% reduction in 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.					
TIP If all or a portion of an issue is intended to be reduced on a nonrecurring basis, in the absence of a nonrecurring column, include that intent in narrative.					

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

*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			

### 15. SCHEDULE VIIC (EADR, S8C) (NO LONGER REQUIRED)

### 16. SCHEDULE XI (UCSR, SCXI) (LAS/PBS Web - see pages 104-108 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. <b>The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website.</b> (Note: Pursuant to 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 2021-22 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? <b>(GENR, ACT1)</b>	Y	Y			
16.4 None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? <b>(Audit #1 should print "No Activities Found")</b>	Y	Y			
16.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? <b>(Audit #2 should print "No Operating Categories Found")</b>	Y	Y			
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 <b>Audit #3</b> 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? <b>(Audit #4 should print "No Discrepancies Found")</b>	Y	Y			
<b>TIP</b> If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

### 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 52 through 109 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			

## Fiscal Year 2023-24 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration / Capital Collateral Regional Counsel Offices and Criminal Conflict and Civil Regional Counsels

Agency Budget Officer/OPB Analyst Name: Mailea Adams, Budget Officer / Fahana Juman, OPB Analyst

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)				
	2170	2180			

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 128 of the LBR instructions for exceptions to this rule)? Have all IV-Bs been emailed to: <b>IT@LASPBS.STATE.FL.US?</b>	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 154 through 156) 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

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			
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