

GOVERNOR'S OFFICE

AGENCY DESCRIPTION

The Governor is the elected constitutional officer whose responsibilities include: executive direction and supervision of the general administration of the state; appointments of various officials;

presentation of budget recommendations to the General Assembly; and approval or veto of legislation passed by the General Assembly.

RECOMMENDED SIGNIFICANT CHANGES

Baseline Adjustments

- Fund Dues for the Coalition of Northeastern Governors

<u>2017-2018</u>	<u>2018-2019</u>
1,513	1,513

Reductions

- Reduce Personal Services Funding

<u>2017-2018</u>	<u>2018-2019</u>
-75,000	-75,000

This option reduces Personal Services to reflect the elimination of funding for one vacant position.

- Annualize FY 2017 Holdbacks

-77,288	-77,288
---------	---------

To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).

AGENCY PROGRAMS

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	23	5	0	28	28	28	28	28

Agency Program by Total Funds

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Overall Direct & Supv of State	2,481,314	2,576,373	2,577,150	2,577,886	2,425,598	2,577,150	2,577,886	2,425,598
TOTAL Agency Programs - All Funds Gross	2,481,314	2,576,373	2,577,150	2,577,886	2,425,598	2,577,150	2,577,886	2,425,598

Summary of Funding

General Fund	2,481,314	2,576,373	2,577,150	2,577,886	2,425,598	2,577,150	2,577,886	2,425,598
Total Agency Programs	2,481,314	2,576,373	2,577,150	2,577,886	2,425,598	2,577,150	2,577,886	2,425,598

OVERALL DIRECTION AND SUPERVISION OF THE STATE

Statutory Reference

Connecticut State Constitution Article IV

Statement of Need and Program Objectives

To direct and supervise the operation of state government.

Program Description

The Governor is responsible for the executive direction and supervision of the general administration and delivery of services of the state.

The office provides staff assistance and liaison in all areas of state government administration and direction for agency programs and policies as well as federal advocacy for all state agencies.

The cornerstone on which the Governor sets the fiscal policies is the submission of budget recommendations to the General Assembly. In odd-numbered years, the Governor makes operating and capital budget recommendations for the biennium, and in even-numbered years recommends adjustments to the biennial budget as necessary.

The Governor appoints commissioners to state agencies and appoints members of boards and commissions, trustees and other officials.

The Governor also has the power to approve or veto legislation passed by the General Assembly, including the authority to veto

appropriation line items. A two-thirds vote by each house of the General Assembly is required to override any veto.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	23	5	0	28	28	28	28	28
<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	2,089,549	2,197,412	2,197,412	2,197,412	2,048,912	2,197,412	2,197,412	2,048,912
Other Expenses	200,857	187,274	187,274	187,274	185,402	187,274	187,274	185,402
<i><u>Pmts to Other Than Local Govts</u></i>								
Coalition of Northeastern Governors	74,391	73,614	74,391	75,127	74,391	74,391	75,127	74,391
National Governors' Association	116,517	118,073	118,073	118,073	116,893	118,073	118,073	116,893
Pmts to Other Than Local Govts	190,908	191,687	192,464	193,200	191,284	192,464	193,200	191,284
Total-General Fund	2,481,314	2,576,373	2,577,150	2,577,886	2,425,598	2,577,150	2,577,886	2,425,598
Total - All Funds	2,481,314	2,576,373	2,577,150	2,577,886	2,425,598	2,577,150	2,577,886	2,425,598

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Current Expenses by Minor Object</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Personal Services</i>	Actual	Estimated	Requested	Recommended	Requested	Recommended
Salaries & Wages-Full Time	1,924,490	2,087,031	2,087,031	1,938,531	2,087,031	1,938,531
Salaries & Wages-Temporary	7,261	0	0	0	0	0
Salaries & Wages-Part Time	153,479	110,381	110,381	110,381	110,381	110,381
Accumulated Leave	4,319	0	0	0	0	0
TOTAL - Personal Services-Personal Services	2,089,549	2,197,412	2,197,412	2,048,912	2,197,412	2,048,912
<i>Other Expenses</i>						
Communications	28,810	29,497	29,497	29,497	29,497	29,497
Employee Expenses	75	75	75	75	75	75
Employee Travel	19,244	12,722	12,722	12,722	12,722	12,722
Equipment Rental and Maintenance	13,453	11,783	11,783	11,783	11,783	11,783
Information Technology	31,532	26,772	26,772	24,900	26,772	24,900
Motor Vehicle Costs	8,390	8,249	8,249	8,249	8,249	8,249
Other Services	24,907	24,889	24,889	24,889	24,889	24,889
Premises Rent Expense-Landlord	67,945	69,129	69,129	69,129	69,129	69,129
Purchased Commodities	6,501	4,158	4,158	4,158	4,158	4,158
TOTAL-Other Expenses	200,857	187,274	187,274	185,402	187,274	185,402
<i>Pmts to Other Than Local Govts</i>						
Coalition of Northeastern Governors	74,391	73,614	74,391	74,391	74,391	74,391
National Governors' Association	116,517	118,073	118,073	116,893	118,073	116,893
TOTAL-Pmts to Other Than Local Govts	190,908	191,687	192,464	191,284	192,464	191,284

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	2,089,549	2,197,412	2,197,412	2,048,912	2,197,412	2,048,912
Other Expenses	200,857	187,274	187,274	185,402	187,274	185,402
Pmts to Other Than Local Govts	190,908	191,687	192,464	191,284	192,464	191,284
TOTAL-General Fund	2,481,314	2,576,373	2,577,150	2,425,598	2,577,150	2,425,598

SECRETARY OF THE STATE

<http://www.sots.ct.gov>

AGENCY DESCRIPTION

The Secretary of the State is an elected constitutional officer whose office is the repository and resource for a variety of public records and documents relating to the legislature, elections and businesses and the uniform commercial code.

The Secretary is the Commissioner of Elections and the keeper of the Great Seal of the State. The Secretary grants commissions to notaries public and publishes the *State Register and Manual* (Blue Book). The Secretary oversees compliance with state and federal law relating to voter registration and election administration, and promotes voter registration efforts in the public and private sectors.

RECOMMENDED SIGNIFICANT CHANGES

Baseline Adjustments

- Provide Funding for Software Maintenance for the E-Regulations System
- Provide Funding for License Fees Associated with Motor Voter Program

	<u>2017-2018</u>	<u>2018-2019</u>
• Provide Funding for Software Maintenance for the E-Regulations System	122,000	122,000
• Provide Funding for License Fees Associated with Motor Voter Program	56,973	56,973

Reductions

- Annualize FY 2017 Holdbacks

	<u>2017-2018</u>	<u>2018-2019</u>
• Annualize FY 2017 Holdbacks	-277,393	-277,393

To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).

AGENCY PROGRAMS

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	73	12	0	85	85	85	85	85

Other Positions Equated to Full-Time

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	85	82	82	82	82	82

Agency Program by Total Funds

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Commercial Recording	3,281,986	3,086,388	3,257,090	3,086,388	2,993,797	3,257,090	3,086,388	2,993,797
Management and Support Services	3,199,215	2,766,222	2,988,222	2,888,222	2,805,236	2,988,222	2,888,222	2,805,236
Board of Accountancy	225,562	0	0	0	0	0	0	0
Legislation and Elections Administration Division	2,994,711	3,393,875	4,922,698	3,450,848	3,349,032	4,922,698	3,450,848	3,349,032
TOTAL Agency Programs - All Funds Gross	9,701,474	9,246,485	11,168,010	9,425,458	9,148,065	11,168,010	9,425,458	9,148,065

Summary of Funding

General Fund	9,701,474	9,246,485	11,168,010	9,425,458	9,148,065	11,168,010	9,425,458	9,148,065
Federal Funds	0	0	0	0	0	0	0	0
Special Non-Appropriated Funds	0	0	0	0	0	0	0	0
Total Agency Programs	9,701,474	9,246,485	11,168,010	9,425,458	9,148,065	11,168,010	9,425,458	9,148,065

COMMERCIAL RECORDING

Statutory Reference

C.G.S. Titles 33, 34, 35 et al.

Statement of Need and Program Objective

To make information available to the public regarding corporations, limited partnerships, limited liability companies, statutory trusts, limited liability partnerships, the Uniform Commercial Code and trademarks. To facilitate and foster the growth of business in the state by partnering with private industry, trade organizations, bar associations, and other public and private agencies and organizations in various outreach and advocacy roles.

Program Description

The major activities and responsibilities of the division include generating and transmitting annual reports to businesses of record; reviewing submitted documents for compliance with statutes; receiving records and forwarding writs, summonses and complaints;

creating and updating data records of businesses; and handling public inquiries.

The division reviews documents submitted for filing; provides certified copies and legal existence certificates; verifies funds deposited at the time of document review and reviews; and records all Uniform Commercial Code documents such as financial statements, amendments, judgment liens, notices of attachment and vessel liens. The division also identifies and investigates foreign businesses liable for penalties and past due license fees, if applicable, for transacting business in Connecticut prior to obtaining a certificate of authority to do so. The division assesses penalties, monitors and processes payments, issues demand letters, reviews dispute letters, and recommends proceedings to be initiated by the Office of the Attorney General. The division also administers the Address Confidentiality Program.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	32	6	-7	31	31	31	31	31

Other Positions Equated to Full-Time

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	38	33	33	33	33	33

Financial Summary by Program

General Fund

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Other Expenses	0	0	170,702	0	0	170,702	0	0

Other Current Expenses

Commercial Recording Division	3,281,986	3,086,388	3,086,388	3,086,388	2,993,797	3,086,388	3,086,388	2,993,797
Total-General Fund	3,281,986	3,086,388	3,257,090	3,086,388	2,993,797	3,257,090	3,086,388	2,993,797

Total - All Funds	3,281,986	3,086,388	3,257,090	3,086,388	2,993,797	3,257,090	3,086,388	2,993,797
-------------------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------

MANAGEMENT AND SUPPORT SERVICES

Statutory Reference

C.G.S. Chapter 33; Article III and IV of the State Constitution.

Statement of Need and Program Objective

To support the Secretary of the State in the organization, direction, and control of all office operations.

Program Description

The program provides for the overall coordination of the office by performing budget, human resources, affirmative action, payroll, accounting, training, publication distribution and sales, public communication, and revenue deposit. The division also is responsible for information technology support.

Personnel Summary

	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
--	---------	---------	---------	---------	---------	---------	---------	---------

<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	25	4	11	40	40	40	40	40
<i>Other Positions Equated to Full-Time</i>			FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund			29	35	35	35	35	35
<i>Financial Summary by Program</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
<i>General Fund</i>								
Personal Services	1,641,116	1,569,695	1,569,695	1,569,695	1,522,605	1,569,695	1,569,695	1,522,605
Other Expenses	836,060	453,535	675,535	575,535	561,929	675,535	575,535	561,929
<u><i>Other Current Expenses</i></u>								
Commercial Recording Division	722,039	742,992	742,992	742,992	720,702	742,992	742,992	720,702
Total-General Fund	3,199,215	2,766,222	2,988,222	2,888,222	2,805,236	2,988,222	2,888,222	2,805,236
Total - All Funds	3,199,215	2,766,222	2,988,222	2,888,222	2,805,236	2,988,222	2,888,222	2,805,236

BOARD OF ACCOUNTANCY

Statutory Reference

C.G.S. Chapter 389.

The Board of Accountancy was transferred to the Department of Consumer Protection in FY 2017.

<i>Personnel Summary</i>	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
<i>Permanent Full-Time Positions</i>								
General Fund	3	0	-3	0	0	0	0	0
<i>Other Positions Equated to Full-Time</i>			FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund			3	0	0	0	0	0
<i>Financial Summary by Program</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
<i>General Fund</i>								
<u><i>Other Current Expenses</i></u>								
Board of Accountancy	225,562	0	0	0	0	0	0	0
Total-General Fund	225,562	0	0	0	0	0	0	0
Total - All Funds	225,562	0	0	0	0	0	0	0

LEGISLATION AND ELECTIONS ADMINISTRATION DIVISION

Statutory Reference

C.G.S. Sections 9-3 and 9-4 et al; Article III of the State Constitution.

Statement of Need and Program Objectives

To preserve the integrity and ensure the accuracy of Connecticut's elections, primaries, and referenda through timely communications

and training for election officials concerning their duties; approval of tamper resistant voting systems; monitoring implementation of absentee ballot and voter registration laws; tabulation of vote totals for state and district offices; coordination of voter registration and outreach efforts aimed at young people and other voters and efforts

to improve the elections process and promote participation through legislative proposals and advocacy. To increase the availability of information to the public by reviewing, recording, and filing a variety of documents including all bills, acts, and resolutions of the General Assembly. To electronically publish the Regulations of Connecticut State Agencies and manage the e-Regulations System.

Program Description

The division administers, interprets and implements all state and federal laws pertaining to elections, primaries, nominating procedures, and the acquisition and exercise of voting rights.

The division also administers and monitors the implementation of the National Voter Registration Act, the Help America Vote Act (HAVA), the Military and Overseas Voter Empowerment Act (MOVE) and other federally mandated voter registration and election administration laws. This includes oversight of the development of the content of all election and primary forms including absentee ballot materials and instructions and the implementation of provisional ballot and voter identification programs.

In conjunction with local town clerks and registrars, the division provides training for local election officials and poll workers. The office regularly convenes conferences and meetings around the state in an attempt to educate the local election officials (including registrars of voters, town clerks and moderators) of their statutory responsibilities regarding voter registration and the electoral process.

The division also responds to inquiries involving state election and primary law; provides advice to local officials in matters concerning home rule, charter revision, and local referenda; verifies each

municipality's printed absentee ballot and sample ballots for accuracy and, where serious errors exist, orders the reprinting of such materials.

In addition, the division is the official keeper of all acts, orders, grants and resolutions of the General Assembly. The division reviews, records and files all General Assembly bills, acts, and resolutions; transmits all acts passed to the Governor; records executive actions and returns vetoed bills and messages to the General Assembly. The division certifies all legislation regarding appropriations, bond authorizations, and orders on the Treasurer and notifies members of the General Assembly of veto and special sessions.

The division compiles, publishes and distributes *the Connecticut State Register and Manual* and maintains the interactive State Register and Manual on the Secretary of the State's website, updating information on state, local, and federal government on a weekly basis. The division records and files approved agency regulations, schedules of state agency meetings, municipal ordinances and special acts. The division also administers Connecticut's notary public program. The Secretary of the State is also responsible for publishing the Regulations of Connecticut State Agencies through the web-based e-Regulations system. The e-Regulations system is the platform for public notice, publication and comments upon proposed regulations, as well as the means to manage the process of the promulgation of new regulations and amendments among the involved agencies including the Office of the Secretary of the State, the various executive branch agencies, the Office of the Governor, the Office of the Attorney General and the legislature's Regulations Review Committee

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	13	2	-1	14	14	14	14	14
<i>Other Positions Equated to Full-Time</i>			FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund			15	14	14	14	14	14
<i>Financial Summary by Program</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
<i>General Fund</i>								
Personal Services	1,134,799	1,134,764	1,134,764	1,134,764	1,100,721	1,134,764	1,134,764	1,100,721
Other Expenses	1,041,760	1,258,559	2,787,382	1,315,532	1,277,776	2,787,382	1,315,532	1,277,776
<i>Other Current Expenses</i>								
Commercial Recording Division	818,152	1,000,552	1,000,552	1,000,552	970,535	1,000,552	1,000,552	970,535
Total-General Fund	2,994,711	3,393,875	4,922,698	3,450,848	3,349,032	4,922,698	3,450,848	3,349,032
Total - All Funds	2,994,711	3,393,875	4,922,698	3,450,848	3,349,032	4,922,698	3,450,848	3,349,032

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Current Expenses by Minor Object</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
---	---------	---------	---------	---------	---------	---------

<i>Personal Services</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Salaries & Wages-Full Time	2,712,908	2,631,061	2,631,061	2,549,928	2,631,061	2,549,928
Longevity Payments	25,200	25,200	25,200	25,200	25,200	25,200
Overtime	23,807	18,507	18,507	18,507	18,507	18,507
Accumulated Leave	14,000	29,691	29,691	29,691	29,691	29,691
TOTAL - Personal Services-Personal Services	2,775,915	2,704,459	2,704,459	2,623,326	2,704,459	2,623,326

<i>Other Expenses</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Communications	164,000	169,069	762,569	163,997	762,569	163,997
Employee Expenses	4,900	4,900	4,900	4,753	4,900	4,753
Employee Travel	23,900	27,900	27,900	27,063	27,900	27,063
Equipment Rental and Maintenance	28,820	33,250	33,250	32,253	33,250	32,253
Food And Beverages	12,600	12,000	12,000	11,640	12,000	11,640
Information Technology	1,138,137	425,512	1,592,287	591,720	1,592,287	591,720
Motor Vehicle Costs	7,450	2,000	2,000	1,940	2,000	1,940
Other Services	385,000	566,490	727,740	549,495	727,740	549,495
Premises Expenses	13,100	13,100	13,100	12,707	13,100	12,707
Professional Services	5,500	360,400	360,400	349,588	360,400	349,588
Purchased Commodities	94,413	97,473	97,473	94,549	97,473	94,549
TOTAL-Other Expenses	1,877,820	1,712,094	3,633,619	1,839,705	3,633,619	1,839,705

<i>Other Current Expenses</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Commercial Recording Division	4,822,177	4,829,932	4,829,932	4,685,034	4,829,932	4,685,034
Board of Accountancy	225,562	0	0	0	0	0
TOTAL-Other Current Expenses	5,047,739	4,829,932	4,829,932	4,685,034	4,829,932	4,685,034

Character & Major Object Summary

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	2,775,915	2,704,459	2,704,459	2,623,326	2,704,459	2,623,326
Other Expenses	1,877,820	1,712,094	3,633,619	1,839,705	3,633,619	1,839,705
Other Current Expenses	5,047,739	4,829,932	4,829,932	4,685,034	4,829,932	4,685,034
TOTAL-General Fund	9,701,474	9,246,485	11,168,010	9,148,065	11,168,010	9,148,065

LIEUTENANT GOVERNOR'S OFFICE

AGENCY DESCRIPTION

The Lieutenant Governor is the elected constitutional officer who is charged with the following responsibilities: succeeding the Governor in the event the Governor becomes unable to perform the duties of the office or the office becomes vacant during the

Governor's term; operating the state government during the Governor's absence from the state; and presiding over the State Senate and casting the tie-breaking vote when the Senate is equally divided.

RECOMMENDED SIGNIFICANT CHANGES

Baseline Adjustments	2017-2018	2018-2019
• Provide Funding to Reflect Current Payroll Costs	10,000	10,000
Reductions	2017-2018	2018-2019
• Adjust Funding to Reflect the Completion of the Healthcare Cost Containment Study	-55,351	-55,351
• Annualize FY 2017 Holdbacks	-21,874	-21,874
<i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i>		

AGENCY PROGRAMS

Personnel Summary	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	7	0	0	7	7	7	7	7
Agency Program by Total Funds	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Assist Supervision of the State	548,798	729,188	729,188	739,188	661,963	729,188	739,188	661,963
TOTAL Agency Programs - All Funds Gross	548,798	729,188	729,188	739,188	661,963	729,188	739,188	661,963
Summary of Funding								
General Fund	548,798	729,188	729,188	739,188	661,963	729,188	739,188	661,963
Total Agency Programs	548,798	729,188	729,188	739,188	661,963	729,188	739,188	661,963

ASSISTING IN SUPERVISION OF THE STATE

Statutory Reference

Connecticut State Constitution Article IV, Sections 17-19.

Statement of Need and Program Objectives

To provide assistance in the operation of state government and to assure the continued operation of state government in the Governor's absence from the state or in the event that the Governor is unable to perform the duties of the office or the office becomes vacant.

Program Description

The Lieutenant Governor provides assistance in directing the operations of state government.

The Connecticut Constitution provides for the election of the Lieutenant Governor and conditions for the succession to the Office of Governor. In case of the Governor's death, resignation, refusal to serve, or removal from office, the Lieutenant Governor shall become Governor until the next regular election. In the case of the inability of the Governor to exercise the powers and perform the duties of office, or in case of impeachment or absence from the state, the Lieutenant Governor shall exercise the powers and authority and perform the duties of Governor until the disability is removed, or the Governor is acquitted or returns.

The Lieutenant Governor is, by virtue of the office, President of the Senate and oversees the procedures of the State Senate, including resolution of disputes. The Lieutenant Governor has a right to debate, when in committee of the whole and when the Senate is equally divided, the Lieutenant Governor may cast the tie-breaking vote.

The Lieutenant Governor, by virtue of the office, is also a voting member of the Finance Advisory Committee.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	7	0	0	7	7	7	7	7

<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	516,873	609,998	609,998	619,998	601,699	609,998	619,998	601,699
Other Expenses	31,925	119,190	119,190	119,190	60,264	119,190	119,190	60,264
Total-General Fund	548,798	729,188	729,188	739,188	661,963	729,188	739,188	661,963
Total - All Funds	548,798	729,188	729,188	739,188	661,963	729,188	739,188	661,963

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Current Expenses by Minor Object</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Personal Services</i>	Actual	Estimated	Requested	Recommended	Requested	Recommended
Salaries & Wages-Full Time	484,002	609,998	609,998	601,699	609,998	601,699
Salaries & Wages-Temporary	32,871	0	0	0	0	0
TOTAL - Personal Services-Personal Services	516,873	609,998	609,998	601,699	609,998	601,699

<i>Other Expenses</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended
Communications	5,594	5,595	5,595	5,595	5,595	5,595
Employee Travel	4,691	4,691	4,691	4,691	4,691	4,691
Equipment Rental and Maintenance	3,124	3,283	3,283	3,283	3,283	3,283
Food And Beverages	414	415	415	415	415	415
Information Technology	2,726	2,726	2,726	2,726	2,726	2,726
Motor Vehicle Costs	8,044	8,015	8,015	8,015	8,015	8,015
Other Services	3,643	3,673	3,673	3,673	3,673	3,673
Professional Services	0	86,141	86,141	27,215	86,141	27,215
Purchased Commodities	3,689	4,651	4,651	4,651	4,651	4,651
TOTAL-Other Expenses	31,925	119,190	119,190	60,264	119,190	60,264

<i>Character & Major Object Summary</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended
Personal Services	516,873	609,998	609,998	601,699	609,998	601,699
Other Expenses	31,925	119,190	119,190	60,264	119,190	60,264
TOTAL-General Fund	548,798	729,188	729,188	661,963	729,188	661,963

STATE ELECTIONS ENFORCEMENT COMMISSION

AGENCY DESCRIPTION

The Elections Enforcement commission is a non-partisan independent agency that has exclusive civil authority to enforce election laws. The commission achieves this objective by focusing on the following core functions:

- To monitor compliance with elections and campaign finance laws
- To maintain and improve the electronic campaign reporting system and act as the state repository for all campaign finance records for party committees, political committees and candidate committees organized for state elections.
- To conduct investigations of complaints concerning possible violations of the state laws governing elections, primaries, and referenda.

The commission also is responsible for auditing financial disclosure statements filed by the state, district and municipal candidates for public office; political parties; and political action committees; and rendering formal and informal advisory opinions and rulings.

The commission administers and enforces the Citizens' Election Program, a public financing program through which grants are awarded to qualified candidates for statewide office and the General Assembly and, in addition, conducts educational seminars and publishing explanatory guides to enhance compliance with the campaign finance laws.

The State Elections Enforcement Commission was transferred out of the Office of Governmental Accountability and became a free-standing agency as a result of Public Acts 16-2 and 16-3 of the May Special Session.

RECOMMENDED SIGNIFICANT CHANGES

	<u>2017-2018</u>	<u>2018-2019</u>
Baseline Adjustments		
• Annualize Funding for Payroll Costs	20,509	20,509
Reductions		
• Annualize FY 2017 Holdbacks.	-96,032	-96,032

To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).

AGENCY PROGRAMS

Personnel Summary	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	35	0	0	35	35	35	35	35
Agency Program by Total Funds	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Elections Enforcement Commission	0	3,201,093	3,307,685	3,221,602	3,125,570	3,316,040	3,221,602	3,125,570
TOTAL Agency Programs - All Funds Gross	0	3,201,093	3,307,685	3,221,602	3,125,570	3,316,040	3,221,602	3,125,570
Summary of Funding								
General Fund	0	3,201,093	3,307,685	3,221,602	3,125,570	3,316,040	3,221,602	3,125,570
Total Agency Programs	0	3,201,093	3,307,685	3,221,602	3,125,570	3,316,040	3,221,602	3,125,570

ELECTION LAW ENFORCEMENT AND CONTROL

Statutory Reference

C.G.S. Section 9-7a, 9-7b, 9-7c and Chapters 155 through 157

Statement of Need and Program Objectives

To improve public confidence in our electoral process and in the officials who seek or hold a public office by monitoring compliance with and swift enforcement of the election laws.

Program Description

The commission is the administrative agency that conducts investigations and complaints concerning violations of state election laws. The procedure utilized in an investigation may include the issuance of subpoenas, examination of documents and conduct of hearings. Civil enforcement sanctions, including monetary fines, may be imposed directly by the commission against violators of these laws. Evidence of criminal conduct is referred to the Chief State’s Attorney for prosecution.

The commission monitors compliance with campaign financing laws by auditing disclosure reports and disseminating information and advice to candidates, political action committees (PACs) and political parties. Auditing of financial disclosure statements is intended to ensure that errors and omissions are promptly corrected and that violations are deterred. The commission is the campaign filing repository for reports of statewide and General Assembly candidates, PACs and political party committees, and

prepares the forms and instructions necessary for compliance with these disclosure requirements.

The commission administers the Citizens’ Election Fund, which provides public grants to qualified candidates for statewide office and the General Assembly, and for the compliance of all contribution and expenditure limitations contained in Connecticut’s campaign finance statutes. Reports concerning participation in and receipts and expenditures from the Citizens’ Election Program are required.

The commission enforces new restrictions on contributions by lobbyists and state contractors and is required to establish, maintain and update a comprehensive database of state contractors and prospective state contractors to ensure compliance.

The commission is the designated agency for resolution of complaints filed under the Federal Help America Vote Act of 2002 .

The commission prepares and distributes campaign guides for compliance with election financing laws; conducts seminars for candidates, campaign treasurers, business, professional and labor organizations, other political action groups and party officials; renders formal and informal advisory opinions and rulings upon request and recommends revisions of election laws to the General Assembly.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	35	0	0	35	35	35	35	35

Financial Summary by Program

General Fund

Other Current Expenses

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Elections Enforcement Commission	0	3,201,093	3,307,685	3,221,602	3,125,570	3,316,040	3,221,602	3,125,570
Total-General Fund	0	3,201,093	3,307,685	3,221,602	3,125,570	3,316,040	3,221,602	3,125,570
Total - All Funds	0	3,201,093	3,307,685	3,221,602	3,125,570	3,316,040	3,221,602	3,125,570

AGENCY FINANCIAL SUMMARY - GENERAL FUND

Other Current Expenses

Elections Enforcement Commission	0	3,201,093	3,307,685	3,125,570	3,316,040	3,125,570
TOTAL-Other Current Expenses	0	3,201,093	3,307,685	3,125,570	3,316,040	3,125,570

Character & Major Object Summary

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
Other Current Expenses	0	3,201,093	3,307,685	3,125,570	3,316,040	3,125,570

TOTAL-General Fund

0	3,201,093	3,307,685	3,125,570	3,316,040	3,125,570
---	-----------	-----------	-----------	-----------	-----------

OFFICE OF STATE ETHICS

AGENCY DESCRIPTION

The Office of State Ethics (OSE) is an independent agency that administers Connecticut General Statutes, Chapter 10, Part I for Public Officials and Part II for Lobbyists, and has limited jurisdiction over Part IV, Ethical Considerations Concerning Bidding and State Contracting.

The mission of the OSE is to ensure honesty, integrity and accountability in state government through education, interpretation and enforcement of the State of Connecticut Codes of Ethics.

RECOMMENDED SIGNIFICANT CHANGES

Reductions	2017-2018	2018-2019
<ul style="list-style-type: none"> Annualize FY 2017 Holdbacks <i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i> 	-42,549	-42,549
Reallocations	2017-2018	2018-2019
<ul style="list-style-type: none"> Transfer Fiscal Support Position from the Department of Administrative Services to the Office of State Ethics 	55,979	55,979

AGENCY PROGRAMS

Agency Program by Total Funds	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Ethics Commission	0	1,418,325	1,421,525	1,418,325	1,431,755	1,435,013	1,418,325	1,431,755
TOTAL Agency Programs - All Funds Gross	0	1,418,325	1,421,525	1,418,325	1,431,755	1,435,013	1,418,325	1,431,755
<i>Summary of Funding</i>								
General Fund	0	1,418,325	1,421,525	1,418,325	1,431,755	1,435,013	1,418,325	1,431,755
Total Agency Programs	0	1,418,325	1,421,525	1,418,325	1,431,755	1,435,013	1,418,325	1,431,755

CODES OF ETHICS FOR PUBLICEMPLOYEES AND LOBBYISTS

Statutory Reference

C.G.S. Chapter 10, Part I and Part II, limited jurisdiction over Part IV

Statement of Need and Program Objectives

The OSE promotes integrity in government by providing advice, guidance and education to public officials, state employees and lobbyists; by sensibly interpreting and, when necessary, fairly and impartially enforcing the applicable laws; by administering the lobbyist and financial disclosure filing systems; and by providing the public with access to non-exempt information.

Program Description

The statutory responsibilities of the OSE are broken down into four main categories: education, interpretation, enforcement and preservation. The OSE is charged with providing education to state employees, public officials, lobbyists and legislators on the Codes of Ethics. The Citizen's Ethics Advisory Board is responsible for adjudicating cases brought under the ethics codes and making findings of violations as well as issuing Advisory Opinions – interpretations of the codes as they apply to specific situations.

Financial Summary by Program
General Fund

Other Current Expenses

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Information Technology Initiatives	0	29,098	29,098	29,098	28,226	29,098	29,098	28,226
Office of State Ethics	0	1,389,227	1,392,427	1,389,227	1,403,529	1,405,915	1,389,227	1,403,529
Other Current Expenses	0	1,418,325	1,421,525	1,418,325	1,431,755	1,435,013	1,418,325	1,431,755
Total-General Fund	0	1,418,325	1,421,525	1,418,325	1,431,755	1,435,013	1,418,325	1,431,755
Total - All Funds	0	1,418,325	1,421,525	1,418,325	1,431,755	1,435,013	1,418,325	1,431,755

AGENCY FINANCIAL SUMMARY - GENERAL FUND

Other Current Expenses

Information Technology Initiatives	0	29,098	29,098	28,226	29,098	28,226
Office of State Ethics	0	1,389,227	1,392,427	1,403,529	1,405,915	1,403,529
TOTAL-Other Current Expenses	0	1,418,325	1,421,525	1,431,755	1,435,013	1,431,755

Character & Major Object Summary

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
Other Current Expenses	0	1,418,325	1,421,525	1,431,755	1,435,013	1,431,755
TOTAL-General Fund	0	1,418,325	1,421,525	1,431,755	1,435,013	1,431,755

FREEDOM OF INFORMATION COMMISSION

AGENCY DESCRIPTION

The Freedom of Information Commission is charged with ensuring that the people of Connecticut have access to the records and meetings of all public agencies and that all public agencies fully comply with the Freedom of Information Act.

RECOMMENDED SIGNIFICANT CHANGES

	<u>2017-2018</u>	<u>2018-2019</u>
Reductions		
<ul style="list-style-type: none"> Annualize FY 2017 Holdback <p><i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i></p>	-44,442	-44,442
Reallocations		
<ul style="list-style-type: none"> Transfer Human Resources Support Position from the Department of Administrative Services to the Freedom of Information Commission 	76,502	76,502

AGENCY PROGRAMS

Personnel Summary	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	15	0	0	15	15	15	15	15
Agency Program by Total Funds	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Freedom of Information Commission	0	1,481,416	1,538,618	1,481,416	1,513,476	1,514,818	1,481,416	1,513,476
TOTAL Agency Programs - All Funds Gross	0	1,481,416	1,538,618	1,481,416	1,513,476	1,514,818	1,481,416	1,513,476
Summary of Funding								
General Fund	0	1,481,416	1,538,618	1,481,416	1,513,476	1,514,818	1,481,416	1,513,476
Total Agency Programs	0	1,481,416	1,538,618	1,481,416	1,513,476	1,514,818	1,481,416	1,513,476

ADMINISTRATION AND ENFORCEMENT OF THE STATE'S FREEDOM OF INFORMATION ACT

Statutory Reference

C.G.S. Section 1-200 *et seq.*

Statement of Need and Program Objectives

To ensure that citizens have access to the non-exempt records and meetings of all Connecticut State, local and regional public agencies and to ensure that all public agencies fully comply with the state's Freedom of Information Act.

Program Description

The major activities of the commission are as follows:

- To hear and decide citizen complaints and requests for declaratory rulings. The objective is to resolve cases fairly, quickly and inexpensively. To this end, the commission attempts to resolve as many cases as possible without

formal hearings by use of ombudsmen (mediators) and its statutory powers to terminate meritless cases.

- To inform and educate public officials and the public of their responsibilities and rights under the Freedom of Information Act; and conduct outreach to promote transparency and accountability in government.
- To publish and distribute current versions of the Freedom of Information Act and other literature about the act and the Commission. There is an interactive website www.ct.gov/foi, where decisions can be researched and downloaded and its agendas, notices and minutes can be easily accessed.
- To represent the commission, through staff counsel, in all court appeals and other litigation affecting the commission.

The Freedom of Information Commission was transferred out of the Office of Governmental Accountability and became a free-standing agency as a result of Public Acts 16-2 and 16-3 of the May Special Session.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	<u>Filled</u>	<u>Vacant</u>	<u>Change</u>	<u>Total</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	15	0	0	15	15	15	15	15

<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>
<i>Other Current Expenses</i>								
Freedom of Information Commission	0	1,481,416	1,538,618	1,481,416	1,513,476	1,514,818	1,481,416	1,513,476
Total-General Fund	0	1,481,416	1,538,618	1,481,416	1,513,476	1,514,818	1,481,416	1,513,476
Total - All Funds	0	1,481,416	1,538,618	1,481,416	1,513,476	1,514,818	1,481,416	1,513,476

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Other Current Expenses</i>								
Freedom of Information Commission			0	1,481,416	1,538,618	1,513,476	1,514,818	1,513,476
TOTAL-Other Current Expenses			0	1,481,416	1,538,618	1,513,476	1,514,818	1,513,476

<i>Character & Major Object Summary</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Other Current Expenses	0	1,481,416	1,538,618	1,513,476	1,514,818	1,513,476
TOTAL-General Fund	0	1,481,416	1,538,618	1,513,476	1,514,818	1,513,476

STATE TREASURER

AGENCY DESCRIPTION

The State Treasurer, elected for a term of four years as prescribed by the state constitution, is responsible for the safe custody of the property and money of the state and makes disbursements on warrants drawn and presented by the State Comptroller.

The Treasurer invests the state's General Fund as well as the assets of the state's pensions, trusts and other funds. The Treasurer administers the issuance of state bonds and the payment of principal and interest thereon. The Treasurer also manages the process of the

borrowing of those funds, the repayment of which is a limited or contingent liability of the state.

The Treasurer serves as the custodian for all unclaimed property remitted to the state. The Treasurer safeguards these assets, publicizes the names of the rightful owners and returns those assets to the owners as they come forward.

The Second Injury Fund, a workers' compensation fund financed by assessments on businesses, is also under the jurisdiction of the Treasurer.

RECOMMENDED SIGNIFICANT CHANGES

Reductions

- Reduce Funding for Personal Services
- Annualize FY 2017 Holdbacks

To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).

	<u>2017-2018</u>	<u>2018-2019</u>
• Reduce Funding for Personal Services	-105,000	-105,000
• Annualize FY 2017 Holdbacks	-95,346	-95,346

AGENCY PROGRAMS

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	38	7	0	45	45	45	45	45
Special Transportation Fund	1	0	0	1	1	1	1	1
Private Funds	8	3	0	11	11	11	11	11
Investment Trust Fund	22	12	0	34	34	34	34	34
Second Injury Fund	34	9	0	43	43	43	43	43
Unclaimed Property Fund	22	4	0	26	26	26	26	26

Agency Program by Total Funds

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Debt Management	5,416,765	5,286,762	4,681,487	4,681,487	4,633,308	4,801,561	4,801,561	4,753,382
Investment Services	84,134,374	86,518,159	89,053,704	89,053,704	89,053,704	91,665,315	91,665,315	91,665,315
Cash Management	4,472,894	5,953,369	6,548,854	6,548,854	6,481,649	7,149,114	7,149,114	7,081,909
Second Injury Fund	16,410,067	19,737,985	20,037,624	20,037,624	20,037,624	20,347,715	20,347,715	20,347,715
Unclaimed Property & Escheats	7,118,488	7,161,214	7,376,049	7,376,049	7,376,049	7,597,331	7,597,331	7,597,331
Agency Management Services	5,308,639	5,406,430	5,524,508	5,524,508	5,439,546	5,646,127	5,646,127	5,561,165
TOTAL Agency Programs - All Funds Gross	122,861,227	130,063,919	133,222,226	133,222,226	133,021,880	137,207,163	137,207,163	137,006,817

Summary of Funding

General Fund	3,200,772	3,178,235	3,178,235	3,178,235	2,977,889	3,178,235	3,178,235	2,977,889
--------------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------

Special Transportation Fund	0	0	0	0	0	0	0	0
Private Funds	21,179,390	26,470,443	26,726,319	26,726,319	26,726,319	27,611,726	27,611,726	27,611,726
Investment Trust Fund	84,015,475	86,535,599	89,131,668	89,131,668	89,131,668	91,805,618	91,805,618	91,805,618
Second Injury Fund	8,133,652	7,989,039	8,228,709	8,228,709	8,228,709	8,475,571	8,475,571	8,475,571
Unclaimed Property Fund	5,692,319	5,783,782	5,957,295	5,957,295	5,957,295	6,136,013	6,136,013	6,136,013
Special Non-Appropriated Funds	639,619	106,821	0	0	0	0	0	0
Total Agency Programs	122,861,227	130,063,919	133,222,226	133,222,226	133,021,880	137,207,163	137,207,163	137,006,817

DEBT MANAGEMENT

Statutory Reference

C.G.S. Chapter 32, Part I.

Statement of Need and Program Objectives

To administer the state's bond and debt financing program, including the sale of state bonds. To monitor the bond markets, financing structures and economic trends that affect interest rates in order to realize favorable bond issuances. To oversee the issuance of bonds to finance state capital projects, refines outstanding debt when appropriate, manages debt service payments and cash flow borrowing, and provides information and data to private credit rating agencies.

Program Description

The State of Connecticut finances a wide array of capital projects and programs through the issuance of general obligation bonds backed by the general taxing power of the state. The projects include construction or repair of state offices, institutions, colleges and universities and prisons. The programs include loans or grants for housing, school construction, economic development, venture capital, community care facilities, development rights for farmland and open space acquisition.

Special tax obligation bonds, backed by a stream of gasoline tax and motor vehicle fines, fees and related charges, are issued to fund the non-federal share of the Transportation Infrastructure Renewal

Program including mass transit facilities and highway projects. The division manages the issuance of the general and special obligation bonds of the University of Connecticut under a capital investment program to rebuild and refurbish the University of Connecticut. That program, which began in 1995, now extends to 2024.

The division has developed several revenue bonding programs to meet other state financing needs. The Clean Water Fund bonding program enhances the state's Clean Water Fund, which provides grants and loans to finance the planning, design and construction of water quality projects throughout the state including projects to improve water quality in Long Island Sound. Other specialized bonding programs include the Bradley International Airport bonding program.

Elements of the bond issuance process include preparing an official statement to disclose all pertinent information regarding the state's economy and fiscal condition to underwriters and bond investors; making presentations with the Office of Policy and Management to credit rating agencies to obtain a credit rating on each issue; reviewing with bond and tax attorneys individual projects that may be included in a bond issue to assure that each qualifies for the federal tax exemption; structuring the issue for market acceptance; pricing the issue by competitive bid or negotiated sale and investing and releasing bond proceeds in accordance with bond indenture and federal tax requirements.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	7	2	0	9	9	9	9	9
Private Funds	1	2	0	3	3	3	3	3

Financial Summary by Program

General Fund

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	708,790	670,063	670,063	670,063	622,153	670,063	670,063	622,153
Other Expenses	8,661	8,957	8,957	8,957	8,688	8,957	8,957	8,688
Total-General Fund	717,451	679,020	679,020	679,020	630,841	679,020	679,020	630,841

Other Funds Available

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	4,059,365	4,500,921	4,002,467	4,002,467	4,002,467	4,122,541	4,122,541	4,122,541
Investment Trust Fund	330	0	0	0	0	0	0	0

Special Non-Appropriated Funds	639,619	106,821	0	0	0	0	0	0
Total - All Funds	5,416,765	5,286,762	4,681,487	4,681,487	4,633,308	4,801,561	4,801,561	4,753,382

CASH MANAGEMENT

Statutory Reference

C.G.S. Chapter 32, Part I.

Statement of Need and Program Objectives

To protect state deposits through effective internal operations that maximize investment balances, while meeting the state's financial obligations, by speeding deposits, controlling disbursements, minimizing banking costs and balances and providing accurate cash forecasts. To manage the Treasurer's Short-Term Investment Fund (STIF), which is an investment pool for the operating cash of state and local governments.

Program Description

The Cash Management Division is responsible for managing the state's cash, banking relationships and its short-term investment programs, such as the Short-Term Investment Fund (STIF), the Medium-Term Investment Fund (STIF Plus), and other portfolios of permissible investments.

The Bank Control and Reconciliation Unit tracks the state's internal and external cash flow. The unit is also responsible for the reconciliation of treasury bank accounts, the administration of stop

payments and check reissues and the release of state payroll and vendor checks.

The Cash Control Unit forecasts daily and long-term cash availability, funds disbursement accounts, concentrates cash from depository banks, sweeps idle cash into short-term investment vehicles to maximize investment balances and executes electronic transfers.

The Short-Term Investments Unit invests STIF assets, monitors custodian activity and prepares quarterly and annual reports. The unit also administers STIF accounts for state agencies and authorities and municipal and local entities. In addition, the unit manages the Grant Express program, the Debt Express program, and the Clean Water program, which enable municipalities to transfer funds associated with these programs directly into and out of their STIF accounts.

The Client Services Unit consults with state agencies on initiatives to speed the deposit of funds, identifies mechanisms to reduce banking costs, reviews requests by state agencies for new bank accounts, maintains records of the state's bank accounts, and reviews bank invoices and compensation.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	7	2	1	10	10	10	10	10
Private Funds	7	1	0	8	8	8	8	8

Financial Summary by Program

General Fund

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	1,037,074	1,039,300	1,039,300	1,039,300	972,226	1,039,300	1,039,300	972,226
Other Expenses	3,625	4,369	4,369	4,369	4,238	4,369	4,369	4,238
Total-General Fund	1,040,699	1,043,669	1,043,669	1,043,669	976,464	1,043,669	1,043,669	976,464

Other Funds Available

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	3,430,818	4,909,700	5,505,185	5,505,185	5,505,185	6,105,445	6,105,445	6,105,445
Unclaimed Property Fund	1,377	0	0	0	0	0	0	0
Total - All Funds	4,472,894	5,953,369	6,548,854	6,548,854	6,481,649	7,149,114	7,149,114	7,081,909

MANAGEMENT SERVICES

Statutory Reference

C.G.S. Chapter 32 and Article IV of the State Constitution.

Statement of Need and Program Objectives

To direct and support the operations of the agency by establishing long and short-term goals and objectives and coordinating and providing management services.

Program Description

The Executive Office is responsible for overall policy, planning and general administration of treasury operations.

The Policy Unit administers the state’s corporate governance program.

The Management Services Unit includes the personnel, information services and business office services.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	24	3	-1	26	26	26	26	26
Special Transportation Fund	1	0	0	1	1	1	1	1
Investment Trust Fund	8	5	0	13	13	13	13	13
Second Injury Fund	3	1	0	4	4	4	4	4
Unclaimed Property Fund	1	1	0	2	2	2	2	2
<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	1,320,461	1,325,150	1,325,150	1,325,150	1,244,099	1,325,150	1,325,150	1,244,099
Other Expenses	122,161	130,396	130,396	130,396	126,485	130,396	130,396	126,485
Total-General Fund	1,442,622	1,455,546	1,455,546	1,455,546	1,370,584	1,455,546	1,455,546	1,370,584
<i>Other Funds Available</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	420,953	434,822	447,417	447,417	447,417	460,390	460,390	460,390
Investment Trust Fund	1,958,680	2,017,440	2,077,964	2,077,964	2,077,964	2,140,303	2,140,303	2,140,303
Second Injury Fund	879,452	878,794	905,158	905,158	905,158	932,313	932,313	932,313
Unclaimed Property Fund	606,932	619,828	638,423	638,423	638,423	657,575	657,575	657,575
Total - All Funds	5,308,639	5,406,430	5,524,508	5,524,508	5,439,546	5,646,127	5,646,127	5,561,165

INVESTMENT SERVICES

Statutory Reference

C.G.S. Chapter 32, Part I.

Statement of Need and Program Objectives

To maximize the long-term investment return on pension assets with an acceptable degree of risk so that beneficiary benefit payments are made when due and contributions required from the state and municipal plan sponsors are minimized.

Program Description

Under the direction of the Treasurer and with the advice of the Investment Advisory Council, the Pension Funds Management

Division manages the Connecticut Retirement Plans and Trust Funds (CRPTF) for the benefit of six pension funds and nine trust funds involving approximately 194,000 active and retired participants. The pension funds are the Teachers' Retirement Fund, State Employees' Retirement Fund, Municipal Employees' Retirement Fund, Probate Court Retirement Fund and the State Judges' and State Attorneys' Retirement Funds.

The Combined Investment Funds in which the CRPTF's assets are invested are externally managed with performance oversight maintained by the Pension Funds Management Division.

<i>Personnel Summary</i> <i>Permanent Full-Time Positions</i>	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
Investment Trust Fund	14	7	0	21	21	21	21	21
<i>Other Funds Available</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	2,009,165	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Investment Trust Fund	82,056,465	84,518,159	87,053,704	87,053,704	87,053,704	89,665,315	89,665,315	89,665,315
Second Injury Fund	41,249	0	0	0	0	0	0	0
Unclaimed Property Fund	27,495	0	0	0	0	0	0	0
Total - All Funds	84,134,374	86,518,159	89,053,704	89,053,704	89,053,704	91,665,315	91,665,315	91,665,315

SECOND INJURY FUND

Statutory Reference

C.G.S. Chapter 568, Part E; Sections 31-349 and 31-354.

Statement of Need and Program Objectives

To relieve employers from liabilities under the Workers' Compensation Act by providing benefits for certain types of workers' compensation claims. The fund is charged with providing indemnity and/or medical benefits to claimants assigned to it by order of the workers' compensation commissioners, and to negotiate settlements of appropriate claims to offset long-term costs to the businesses that pay annual assessments to the Fund.

Program Description

The Second Injury Fund, administered by the Treasurer, is a state-run workers' compensation insurance fund that pays lost wages and medical benefits to qualified injured workers. The fund manages and

has liability for workers' compensation claims which involve an uninsured employer or a bankrupt employer who fails to secure workers' compensation insurance; a pro rata liability for indemnity payments paid to any worker who had more than one employer at the time of injury; benefits to widows and dependents when the deceased died as a result of a work-related injury; and cost of living adjustment (COLA) payments for certain types of claims.

The Second Injury Fund operations are financed by assessments on Connecticut employers. Insured employers pay a surcharge on their workers' compensation insurance policies based on annual standard premiums. The assessment for self-insured employers is based on paid losses for medical and indemnity benefits incurred in the prior calendar year.

<i>Personnel Summary</i> <i>Permanent Full-Time Positions</i>	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
Second Injury Fund	31	8	0	39	39	39	39	39
<i>Other Funds Available</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	11,251,773	14,625,000	14,771,250	14,771,250	14,771,250	14,923,350	14,923,350	14,923,350
Second Injury Fund	5,158,294	5,112,985	5,266,374	5,266,374	5,266,374	5,424,365	5,424,365	5,424,365
Total - All Funds	16,410,067	19,737,985	20,037,624	20,037,624	20,037,624	20,347,715	20,347,715	20,347,715

UNCLAIMED PROPERTY AND ESCHEATS

Statutory Reference

C.G.S. Chapter 32, Part III; Section 3-56a through 3-76.

Statement of Need and Program Objectives

To locate and reunite rightful owners with their unclaimed property and ensure that all unclaimed property, as defined by statute, is

rendered to the state for safeguarding. To administer Connecticut's unclaimed property and escheats statutes.

Program Description

Under the Connecticut General Statutes, the Treasurer is custodian of all unclaimed property remitted to the state. A primary activity of the division is to reunite owners with their property, administered

through outreach efforts and advertising of its *CTBigList* program. Another core activity of the division is its *Holder Outreach* program. Targeted to businesses and organizations, this program promotes

compliance with the statutory obligation to report and remit unclaimed property to the state by the annual March 31st deadline.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
Unclaimed Property Fund	21	3	0	24	24	24	24	24
<i>Other Funds Available</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	7,316	0	0	0	0	0	0	0
Second Injury Fund	2,054,657	1,997,260	2,057,177	2,057,177	2,057,177	2,118,893	2,118,893	2,118,893
Unclaimed Property Fund	5,056,515	5,163,954	5,318,872	5,318,872	5,318,872	5,478,438	5,478,438	5,478,438
Total - All Funds	7,118,488	7,161,214	7,376,049	7,376,049	7,376,049	7,597,331	7,597,331	7,597,331

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Current Expenses by Minor Object</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Personal Services</i>	Actual	Estimated	Requested	Recommended	Requested	Recommended
Salaries & Wages-Full Time	3,007,522	2,970,513	2,970,513	2,774,478	2,970,513	2,774,478
Salaries & Wages-Temporary	11,006	12,000	12,000	12,000	12,000	12,000
Longevity Payments	10,278	10,600	10,600	10,600	10,600	10,600
Overtime	670	800	800	800	800	800
Accumulated Leave	30,736	34,400	34,400	34,400	34,400	34,400
Other	6,113	6,200	6,200	6,200	6,200	6,200
TOTAL - Personal Services-Personal Services	3,066,325	3,034,513	3,034,513	2,838,478	3,034,513	2,838,478
<i>Other Expenses</i>						
Communications	10,612	11,288	11,288	10,949	11,288	10,949
Employee Expenses	1,405	4,065	4,065	3,943	4,065	3,943
Employee Travel	6,093	8,475	8,475	8,220	8,475	8,220
Equipment Rental and Maintenance	12,675	13,068	13,068	12,676	13,068	12,676
Food And Beverages	21	25	25	24	25	24
Information Technology	6,253	6,402	6,402	6,210	6,402	6,210
Motor Vehicle Costs	9,300	9,621	9,621	9,332	9,621	9,332
Other Services	54,582	57,118	57,118	55,406	57,118	55,406
Premises Expenses	20,546	19,980	19,980	19,381	19,980	19,381
Professional Services	1,486	1,671	1,671	1,621	1,671	1,621
Purchased Commodities	11,474	12,009	12,009	11,649	12,009	11,649
TOTAL-Other Expenses	134,447	143,722	143,722	139,411	143,722	139,411
<i>Character & Major Object Summary</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended

Personal Services	3,066,325	3,034,513	3,034,513	2,838,478	3,034,513	2,838,478
Other Expenses	134,447	143,722	143,722	139,411	143,722	139,411
TOTAL-General Fund	3,200,772	3,178,235	3,178,235	2,977,889	3,178,235	2,977,889

AGENCY FINANCIAL SUMMARY - SPECIAL TRANSPORTATION FUND

STATE COMPTROLLER

AGENCY DESCRIPTION

The responsibilities of the Office of the State Comptroller (OSC) include preparing all accounting statements relating to the financial condition of the state; providing for the financial reporting needs of the executive branch through the Core-CT system; paying all wages

and salaries of state employees and retirees; and administering miscellaneous appropriations including the procurement of medical, dental and pharmacy benefits.

RECOMMENDED SIGNIFICANT CHANGES

Baseline Adjustments	2017-2018	2018-2019
• Provide Funding for Staff Associated with UConn Accounting System and Pension Modules	0	208,818
• Provide Funding for Software and Hardware Maintenance	145,003	145,003
Reductions	2017-2018	2018-2019
• Annualize FY 2017 Holdbacks <i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i>	-846,307	-846,307
• Reduce Funding for Personal Services	-105,000	-105,000

AGENCY PROGRAMS

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	256	21	0	277	286	277	286	280
<i>Other Positions Equated to Full-Time</i>			FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
General Fund			Actual	Estimated	Requested	Recommended	Requested	Recommended
			2	2	2	2	2	2
<i>Agency Program by Total Funds</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
OSC and Administrative Services	4,319,104	3,553,607	3,553,607	3,553,607	3,445,619	3,553,607	3,553,607	3,445,619
Accounting, Payroll and Financial Services	16,143,125	16,224,667	17,912,586	16,369,670	15,820,392	18,030,084	16,578,488	16,029,210
Retirement Services	6,190,737	6,158,550	6,198,296	6,158,550	5,944,188	6,198,296	6,158,550	5,944,188
Healthcare Services	2,270,240	2,273,431	2,273,431	2,273,431	2,193,752	2,273,431	2,273,431	2,193,752
TOTAL Agency Programs - All Funds Gross	28,923,206	28,210,255	29,937,920	28,355,258	27,403,951	30,055,418	28,564,076	27,612,769
<i>Summary of Funding</i>								
General Fund	28,923,206	28,210,255	29,937,920	28,355,258	27,403,951	30,055,418	28,564,076	27,612,769
Criminal Injuries Compensation Fund	0	0	0	0	0	0	0	0
Private Funds	0	0	0	0	0	0	0	0
Special Non-Appropriated Funds	0	0	0	0	0	0	0	0
Total Agency Programs	28,923,206	28,210,255	29,937,920	28,355,258	27,403,951	30,055,418	28,564,076	27,612,769

OFFICE OF THE STATE COMPTROLLER AND ADMINISTRATIVE SERVICES

Statutory Reference

Article IV of the State Constitution; C.G.S. Sections 3-112, 3-117, 4-33, 4-33a, 4-36, 4-52 through 4-58 and 4-98.

Statement of Need and Program Objectives

To monitor agency compliance with the state's accounting procedures, and conduct agency internal control reviews and fact-finding activities at the request of the Comptroller.

Program Description

The Administrative Services Division consists of the Business Services, Support Services, Statewide Tuition/Travel/Training

Reimbursement, and Fiscal Policy units. The division provides policy and program direction for administrative functions of the Office of the State Comptroller. The division monitors legislative initiatives affecting the agency's budget and interprets constitutional and statutory provisions affecting state financial expenditures and revenues. It is also responsible for the production and distribution of paycheck and deposit advices for state employees and retirees, as well as checks for statewide accounts payable.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	34	0	0	34	34	34	34	34

Other Positions Equated to Full-Time

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	1	1	1	1	1	1

Financial Summary by Program

General Fund

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	2,823,367	2,759,748	2,759,748	2,759,748	2,675,576	2,759,748	2,759,748	2,675,576
Other Expenses	1,495,737	793,859	793,859	793,859	770,043	793,859	793,859	770,043
Total-General Fund	4,319,104	3,553,607	3,553,607	3,553,607	3,445,619	3,553,607	3,553,607	3,445,619

Total - All Funds

4,319,104	3,553,607	3,553,607	3,553,607	3,445,619	3,553,607	3,553,607	3,445,619
-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------

ACCOUNTING, PAYROLL AND FINANCIAL SERVICES

Statutory Reference

Article IV of the State Constitution; C.G.S. Sections 3-112, 3-113, 3-115, 3-117, 3-119, 5-260, 5-261 and 5-262.

Statement of Need and Program Objectives

To manage and operate the Core-CT system. To provide, maintain, and modify an integrated central accounting system and preserve purchasing and expenditure integrity. To ensure that all state employees are paid, payroll tax records are maintained, and that federal and state income tax withholding and social security contributions are deposited. To record, analyze and report state expenditures and receipts. To publish all official financial reports of the state for compliance with legal and regulatory disclosure requirements.

Program Description

The Accounts Payable Division manages the centralized accounts payable function for the state, maintains the vendor profile database, issues IRS forms in accordance with federal regulations, conducts post-transactional examinations of encumbrances and expenditures

for compliance, and performs a variety of processing activities to satisfy federal or state requirements and Freedom of Information requests. The division enforces the statutory, regulatory and accounting provisions mandated by state and federal law and facilitates the execution of statutory grant programs for payment to municipalities and non-for-profit organizations.

The division also processes special payments such as tax-exempt bond funds, debt service, state legal settlements, land condemnations, human resource benefits, federal pass-throughs and state grants.

The Payroll Services Division pays all state employees and coordinates all payroll deductions, tax withholdings and social security contributions. It pre-audits and issues state employee and deduction checks on a bi-weekly basis and administers direct deposit programs.

The Budget and Financial Analysis Division performs the statewide accounting and financial reporting functions. The division posts, analyzes and reports state expenses and revenues by fund, department and account category inclusive of federal and other funding sources. The division also reports on the state's assets and

<i>General Fund</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>
Personal Services	5,994,337	5,926,085	5,965,831	5,926,085	5,718,697	5,965,831	5,926,085	5,718,697
Other Expenses	196,400	232,465	232,465	232,465	225,491	232,465	232,465	225,491
Total-General Fund	6,190,737	6,158,550	6,198,296	6,158,550	5,944,188	6,198,296	6,158,550	5,944,188
Total - All Funds	6,190,737	6,158,550	6,198,296	6,158,550	5,944,188	6,198,296	6,158,550	5,944,188

HEALTHCARE SERVICES

Statutory Reference

Article IV of the State Constitution; C.G.S. Sections 3-119, 5-257, 5-259, 5-259b, 5-259c, 5-264 and 5-264a.

programs for state employees and retirees. The division administers the Connecticut Partnership Plan, a program that offers employee health benefit plans to non-state public employers.

Statement of Need and Program Objectives

To administer state employee and retiree health insurance and other benefits including the state's defined contribution plans.

The division is also responsible for the administration of the Health Enhancement Program (HEP), which is designed to encourage preventive care and better maintain chronic conditions – with the ultimate goal of reducing more costly emergency care.

Program Description

The Healthcare Policy and Benefit Services Division is responsible for the procurement, administration, and evaluation of all benefit

<i>Personnel Summary</i>	<u>FY 2016</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>
<i>Permanent Full-Time Positions</i>	<u>Filled</u>	<u>Vacant</u>	<u>Change</u>	<u>Total</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	25	0	0	25	25	25	25	25

<i>Other Positions Equated to Full-Time</i>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	1	1	1	1	1	1

<i>Financial Summary by Program</i>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>	<u>FY 2019</u>
<i>General Fund</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>
Personal Services	2,263,608	2,271,674	2,271,674	2,271,674	2,192,048	2,271,674	2,271,674	2,192,048
Other Expenses	6,632	1,757	1,757	1,757	1,704	1,757	1,757	1,704
Total-General Fund	2,270,240	2,273,431	2,273,431	2,273,431	2,193,752	2,273,431	2,273,431	2,193,752
Total - All Funds	2,270,240	2,273,431	2,273,431	2,273,431	2,193,752	2,273,431	2,273,431	2,193,752

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Current Expenses by Minor Object</i>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>
<i>Personal Services</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Salaries & Wages-Full Time	22,571,993	22,970,577	23,533,958	22,161,657	23,533,958	22,370,475
Salaries & Wages-Temporary	1,743	0	0	0	0	0
Salaries & Wages-Part Time	230,012	249,153	249,153	249,153	249,153	249,153
Longevity Payments	131,060	130,000	130,000	130,000	130,000	130,000
Overtime	100,316	100,000	100,000	100,000	100,000	100,000
Accumulated Leave	208,816	14,287	14,287	14,287	14,287	14,287

Other Salaries & Wages	20,276	0	0	0	0	0
Other	74,045	0	0	0	0	0
TOTAL - Personal Services-Personal Services	23,338,261	23,464,017	24,027,398	22,655,097	24,027,398	22,863,915

Other Expenses

Communications	54,864	80,578	80,578	78,160	80,578	78,160
Employee Expenses	2,074	605	605	587	605	587
Employee Travel	9,704	0	0	0	0	0
Equipment Rental and Maintenance	107,553	101,675	101,675	98,625	101,675	98,625
Information Technology	3,846,388	3,701,326	4,115,610	3,735,290	4,233,108	3,735,290
Motor Vehicle Costs	14,554	15,576	15,576	15,109	15,576	15,109
Other / Fixed Charges	223,000	0	0	0	0	0
Other Services	910,814	423,503	423,503	410,797	423,503	410,797
Premises Expenses	5,635	3,290	3,290	3,191	3,290	3,191
Professional Services	160,369	228,185	978,185	221,340	978,185	221,340
Purchased Commodities	249,990	191,500	191,500	185,755	191,500	185,755
TOTAL-Other Expenses	5,584,945	4,746,238	5,910,522	4,748,854	6,028,020	4,748,854

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	23,338,261	23,464,017	24,027,398	22,655,097	24,027,398	22,863,915
Other Expenses	5,584,945	4,746,238	5,910,522	4,748,854	6,028,020	4,748,854
TOTAL-General Fund	28,923,206	28,210,255	29,937,920	27,403,951	30,055,418	27,612,769

AGENCY FINANCIAL SUMMARY - CRIMINAL INJURIES COMPENSATION FUND

Private Funds	1,260,216	1,259,826	1,187,700	1,187,700	1,187,700	1,187,700	1,187,700	1,187,700
Total Agency Programs	66,922,031	65,491,138	65,784,012	65,616,112	64,364,560	65,419,012	65,419,012	63,064,560

OPERATIONS

Statutory Reference

C.G.S. Title 12.

Statement of Need and Program Objectives

To process and deposit state tax revenues in a timely manner.

Program Description

The Operations Division (along with Audit and Collections) is responsible for annually collecting more than \$17.2 billion from more than forty different tax sources. Operations processes 4.3 million tax returns which involves the following key activities: processing all state tax returns and corresponding documents; registering taxpayers and issuing tax registration numbers, permits, licenses, cigarette stamps and both motor carrier and International Fuel Tax Agreement decals; processing tax payments and ensuring the timely deposit of state tax revenue; developing and maintaining fraud prevention programs, reviewing the accuracy of tax returns entered into the agency's

integrated tax administration system; issuing timely bills and refunds, and oversight of the agency's electronic filing and payment programs.

This division promotes voluntary taxpayer compliance through tax form and document preparation, taxpayer education and assistance activities including; responding to taxpayer inquiries concerning bills, refunds, registration issues and general tax issues received by telephone, letter and e-mail.

The four regional walk-in centers assist over 13,900 businesses and individual taxpayers annually. The field offices in Bridgeport, Hartford, Norwich and Waterbury provide education, training and assistance with tax preparation to taxpayers and practitioners, accept non-cash payments, issue temporary motor carrier permits, and accept business registration applications and issue temporary tax ID numbers.

Program Measures

	FY 2016	FY 2017	FY 2018	FY 2019
	Actual	Estimated	Projected	Projected
Tax Returns processed/yr (000)	4,800	4,500	4,500	4,500
Permits/Decals issued (000)	33	32	32	32
Refund Processed	1,200,000	1,150,000	1,100,000	1,100,000
Payments on billings	256,331	256,331	256,331	256,331
Amount of payments on billings (\$000)	956,191	956,151	956,151	956,151
Tax return errors resolved with filing cycle (%)	95%	93%	90%	90%
Tax refunds issue without interest expense (%)	99%	978%	95%	95%
New Registrants	33,687	33,687	33,687	33,687
Returns filed electronically (included in total returns processed) (000)	3,644	3,700	3,700	3,700
Taxpayer customer service inquiries (000)	3,869	3,600	3,400	3,400
Inquiries resolved on self service basis (%)	88%	88%	88%	88%
Permits Renewed	22,524	30,000	30,000	30,000

Personnel Summary

Permanent Full-Time Positions

	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	175	7	0	182	182	182	182	182

Other Positions Equated to Full-Time

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Requested	Recommended	Requested	Recommended
General Fund			53	88	85	85	80	80

Financial Summary by Program

General Fund

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	17,875,994	17,757,846	17,757,846	17,757,846	17,225,111	17,757,846	17,757,846	17,225,111

<i>Federal Contributions</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
20205 Highway Planning & Construction	2,604	2,600	2,600	2,600	2,600	2,600	2,600	2,600
Total - All Funds	25,834,947	25,690,104	25,690,104	25,690,104	24,919,695	25,690,104	25,690,104	24,919,695

COLLECTION & ENFORCEMENT

Statutory Reference

C.G.S. Title 12.

Statement of Need and Program Objectives

To ensure the collection of overdue state taxes. Collection enforcement activities are directed at those who do not voluntarily pay taxes and are conducted through an efficient, comprehensive and highly visible program.

Program Description

The Collections and Enforcement Unit revenue agents conduct the first level of the collection process. The agents are primarily responsible for

initiating telephone contact to resolve overdue accounts prior to referring cases to the next level. Upon identification, chronic debtors or high-risk cases are immediately referred for enforcement action.

Each year approximately 50,000 overdue accounts are referred for enforcement action. This includes collection of tax warrants, permit suspension hearings, imposition of security bonds and filing of tax liens and bankruptcy proofs of claims. In addition, enforcement efforts include on-site investigations of citizen complaints pertaining to tax violations and follow-up on leads generated through audit examinations and from various third parties.

Program Measures

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected	FY 2019 Projected
Criminal Investigation Division - Criminal Investigations Opened	410	410	410	410
Criminal Investigation Division - Arrests	425	425	425	425
Tax Warrants	40,000	42,000	42,000	42,000
Past due tax revenue collected (\$000)	140,000,000	145,000,000	145,000,000	145,000,000

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	44	8	1	53	53	53	53	53

Other Positions Equated to Full-Time

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	4	11	10	10	10	10

Financial Summary by Program

General Fund

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	4,925,031	4,892,478	4,892,478	4,892,478	4,945,704	4,892,478	4,892,478	4,775,704
Other Expenses	47,022	55,987	55,987	55,987	1,504,307	55,987	55,987	374,307
Total-General Fund	4,972,053	4,948,465	4,948,465	4,948,465	6,450,011	4,948,465	4,948,465	5,150,011

Other Funds Available

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	461	500	500	500	500	500	500	500

Total - All Funds	4,972,514	4,948,965	4,948,965	4,948,965	6,450,511	4,948,965	4,948,965	5,150,511
-------------------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------

MANAGEMENT SERVICES

Statutory Reference

C.G.S. Title 12.

Statement of Need and Program Objectives

To set department policy and direction; to allocate, manage and monitor programs and resources; to provide support services and legal and research assistance within the department and to legislators, the Governor's office and the public.

Program Description

The Executive Office sets departmental policy and direction, oversees legislative activities and legislatively mandated programs, and determines communication policy. The office includes the agency's affirmative action program, internal audit, training, LEAN and business planning services.

The Legal Division serves as in-house legal counsel to the department. The division is responsible for drafting regulations and legislation, issuing rulings to taxpayers and tax practitioners on all Connecticut taxes, providing legal opinions to the commissioner and other department officials on the proper interpretation of Connecticut tax statutes, and reviewing issues of tax policy.

The Research Unit serves as the department's liaison with the general assembly and other state agencies and monitors the department's legislative proposals and any legislative changes affecting the department. The unit is responsible for generating, analyzing, and disseminating department statistics, which includes preparing the annual report and statistical overview of the income tax. The unit also administers the Neighborhood Assistance Act tax credit program.

The Litigation and Collections Enforcement Unit represents the department in all actions before all courts, boards, and commissions. The Litigation and Collections Enforcement Unit provides counsel to other bureaus regarding collections issues, including review of all collections forms and notices. The Litigation and Collections Enforcement Unit coordinates with the Office of the Attorney General the representation of the Department before the Superior Court in connection with collections matters. In addition, counsel for the Litigation and Collections Enforcement Unit is responsible for providing internal and external guidance regarding Connecticut's Insurance

Premiums and Health Care Provider taxes including responding to internal and external inquiries, drafting publications, issuing rulings, and reviewing forms.

The Appellate Division is responsible for reviewing protests filed by taxpayers. Protests allow taxpayers who disagree with decisions of the department (generally, decisions to assess a taxpayer or decisions to deny a claim for refund) to receive additional administrative review of these decisions.

The Criminal Investigation Division is the criminal enforcement arm of the agency. The Criminal Investigation Division is responsible for investigating potential criminal violations of the State Tax Code, placing specific emphasis on areas of refund and preparer fraud, cash businesses, and referrals from civil decisions within the department. In addition, the division assists in meeting the state's obligations under the terms of the Master Settlement Agreement through its enforcement of Connecticut's statutes relating to cigarettes and other tobacco products.

The Administrative Services Division staff is responsible for budget development, projections, reporting and monitoring. The Human Resources and Payroll units administer the rules, regulations, contracts and directives concerning state employment and recruits staffing for the agency. The Records Unit is responsible for administering and maintaining the department's paper and electronic documents. The Revenue Accounting Unit is responsible for the reporting and allocation of funds received and issued by the agency. The Mailroom/Print Services Unit prints agency mail outs and provides incoming and outgoing mail services to the department and other agencies.

The Information Services Division provides IT systems design, development and implementation. The area administers network data communications and technical support for data processing, office automation, internal email, computer and data security, data security, personal computing support and technology training. The division also conducts equipment evaluation, technology resource acquisition, maintenance, and oversees the storage and retrieval of electronic records.

Program Measures

	FY 2016	FY 2017	FY 2018	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Projected</u>	<u>Projected</u>
Appeals Hearings	904	925	950	1,000
Taxpayer Appeals - received/resolved	2853/1806	3100/1900	1850/1700	1750/1500
Appellate Gross Assessments resolved/yr (\$000)	46,500	50,000	55,000	55,000
Percentage of Appellate cases resolved (no litigation required)	99.72%	98%	98%	98%

Personnel Summary

Permanent Full-Time Positions	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Filled</u>	<u>Vacant</u>	<u>Change</u>	<u>Total</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	139	26	0	165	165	165	165	165
Private Funds	8	4	-4	8	9	9	9	9

Other Positions Equated to Full-Time

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>

General Fund 0 5 5 5 5 5

Financial Summary by Program

General Fund	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	9,906,695	9,841,224	9,841,224	9,841,224	8,829,504	9,841,224	9,841,224	8,829,504
Other Expenses	4,112,802	3,364,433	3,729,433	3,561,533	3,201,420	3,364,433	3,364,433	3,201,420
Total-General Fund	14,019,497	13,205,657	13,570,657	13,402,757	12,030,924	13,205,657	13,205,657	12,030,924

Other Funds Available	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	1,252,608	1,252,126	1,180,000	1,180,000	1,180,000	1,180,000	1,180,000	1,180,000

Federal Contributions	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
20205 Highway Planning & Construction	-24,935	15,400	15,400	15,400	15,400	15,400	15,400	15,400

Total - All Funds 15,247,170 14,473,183 14,766,057 14,598,157 13,226,324 14,401,057 14,401,057 13,226,324

AGENCY FINANCIAL SUMMARY - GENERAL FUND

Current Expenses by Minor Object

Personal Services	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
Salaries & Wages-Full Time	55,107,133	54,742,906	54,742,906	52,303,829	54,742,906	52,303,829
Salaries & Wages-Temporary	608,848	604,824	604,824	704,824	604,824	629,824
Salaries & Wages-Part Time	739,915	735,023	735,023	735,023	735,023	735,023
Longevity Payments	423,652	420,851	420,851	420,851	420,851	420,851
Overtime	206,615	205,247	205,247	305,247	205,247	210,247
Accumulated Leave	485,479	540,458	540,458	540,458	540,458	540,458
Other Salaries & Wages	220,529	53,575	53,575	53,575	53,575	53,575
Other	9,682	116,936	116,936	116,936	116,936	116,936
TOTAL - Personal Services-Personal Services	57,801,853	57,419,820	57,419,820	55,180,743	57,419,820	55,010,743

Other Expenses

Capital Outlays	5,650	0	0	0	0	0
Communications	692,387	643,503	643,503	819,198	643,503	624,198
Electricity	13,534	14,000	14,000	13,580	14,000	13,580
Employee Expenses	59,139	47,467	47,467	-16,038	47,467	-16,038
Employee Travel	513,568	304,000	304,000	349,880	304,000	294,880
Equipment Rental and Maintenance	171,360	403,008	403,008	390,918	403,008	390,918
Food And Beverages	3,414	0	0	0	0	0
Information Technology	3,129,529	1,950,448	1,950,448	2,431,935	1,950,448	1,966,935
Motor Vehicle Costs	119,344	115,000	115,000	111,550	115,000	111,550
Other Services	2,462,165	1,593,690	1,593,690	1,545,879	1,593,690	1,545,879
Premises Expenses	69,471	29,964	29,964	29,065	29,964	29,065
Premises Rent Expense-Landlord	109,015	109,000	109,000	105,730	109,000	105,730
Professional Services	269,939	753,142	1,118,142	1,390,548	753,142	975,548
Purchased Commodities	246,778	599,270	599,270	581,292	599,270	581,292
Reimbursements	0	214,000	214,000	207,580	214,000	207,580

TOTAL-Other Expenses	7,865,293	6,776,492	7,141,492	7,961,117	6,776,492	6,831,117
----------------------	-----------	-----------	-----------	-----------	-----------	-----------

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended
Personal Services	57,801,853	57,419,820	57,419,820	55,180,743	57,419,820	55,010,743
Other Expenses	7,865,293	6,776,492	7,141,492	7,961,117	6,776,492	6,831,117
TOTAL-General Fund	65,667,146	64,196,312	64,561,312	63,141,860	64,196,312	61,841,860

OFFICE OF GOVERNMENTAL ACCOUNTABILITY

AGENCY DESCRIPTION

The Office of Governmental Accountability is comprised of agencies and programs whose primary mission is to foster honesty, integrity, and accountability within state government.

The State Elections Enforcement Commission, Office of State Ethics and Freedom of Information Commission were transferred out of the Office of Governmental Accountability and became free-standing agencies as a result of Public Acts 16-2 and 16-3 of the May Special Session.

RECOMMENDED SIGNIFICANT CHANGES

Baseline Adjustments

- Annualize Cost of Two Positions at the State Contracting Standards Board

2017-2018	2018-2019
5,413	5,413

Reductions

- Achieve Savings in Other Expenses
- Annualize FY 2017 Holdback

2017-2018	2018-2019
-4,326	-4,326
-54,892	-54,892

To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).

AGENCY PROGRAMS

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	16	3	0	19	19	19	19	19

Agency Program by Total Funds

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Office of the Child Advocate	653,460	747,208	767,071	747,208	724,793	767,071	747,208	724,793
Ethics Commission	1,481,228	0	0	0	0	0	0	0
Contracting Standards Board	261,243	274,435	325,384	279,848	271,615	325,384	279,848	271,615
Judicial Selection	84,191	84,636	84,636	84,636	82,097	84,636	84,636	82,097
Judicial Review Council	116,767	135,335	138,548	135,335	131,275	138,548	135,335	131,275
Office of the Victim Advocate	383,158	421,421	421,421	421,421	408,779	421,421	421,421	408,779
Board of Firearms Permit Examiners	123,429	116,774	125,228	116,774	113,272	125,228	116,774	113,272
Elections Enforcement Commission	3,649,334	0	0	0	0	0	0	0
Freedom of Information Commission	1,666,254	0	0	0	0	0	0	0
OGA Central Administration	770,446	50,045	50,045	50,045	44,218	50,045	50,045	44,218
TOTAL Agency Programs - All Funds Gross	9,189,510	1,829,854	1,912,333	1,835,267	1,776,049	1,912,333	1,835,267	1,776,049

Summary of Funding

General Fund	8,713,102	1,829,854	1,912,333	1,835,267	1,776,049	1,912,333	1,835,267	1,776,049
Private Funds	476,408	0	0	0	0	0	0	0

Total Agency Programs

9,189,510 1,829,854 1,912,333 1,835,267 1,776,049 1,912,333 1,835,267 1,776,049

OFFICE OF THE CHILD ADVOCATE

Statutory Reference

C.G.S. Sections 46a-13k through 46a-13q.

Statement of Need and Program Objectives

To secure and ensure the legal, civil and special rights of children who reside in this state.

Program Description

The Office of the Child Advocate (OCA) reviews the services provided to children by state agencies and investigates complaints

against those agencies; reviews the facilities and procedures of institutions where a juvenile has been placed by a state agency; recommends changes in policies and procedures concerning children including those regarding juvenile justice, child care, foster care and treatment; advocates for systemic reform and formal legal action in order to ensure the legal, civil and special rights of children; and provides training and technical assistance to attorneys representing children and guardians ad litem appointed by the Superior Court.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	7	2	0	9	9	9	9	9

Financial Summary by Program

General Fund

Other Current Expenses

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Child Fatality Review Panel	90,218	97,663	101,840	97,663	94,734	101,840	97,663	94,734
Office of the Child Advocate	563,242	649,545	665,231	649,545	630,059	665,231	649,545	630,059
Other Current Expenses	653,460	747,208	767,071	747,208	724,793	767,071	747,208	724,793
Total-General Fund	653,460	747,208	767,071	747,208	724,793	767,071	747,208	724,793
Total - All Funds	653,460	747,208	767,071	747,208	724,793	767,071	747,208	724,793

STATE CONTRACTING STANDARDS BOARD

Statutory Reference

C.G.S. Section 4e-1 through 47.

Statement of Need and Program Objectives

To ensure integrity, consistency, and efficiencies in state contracting and procurement processes.

Program Description

The State Contracting Standards Board functions as an oversight board, acting on contested awards and procurements, requiring

cost-benefit analyses by state contracting agencies before the utilization of privatization contracts, and ensuring compliance with state and federal procurement standards and statutes. The board consists of 14 appointed members. The chair of the board is appointed by the Governor.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	2	0	0	2	2	2	2	2

Financial Summary by Program

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
--	---------	---------	---------	---------	---------	---------	---------	---------

<i>General Fund</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>
<i>Other Current Expenses</i>								
Contracting Standards Board	261,243	274,435	325,384	279,848	271,615	325,384	279,848	271,615
Total-General Fund	261,243	274,435	325,384	279,848	271,615	325,384	279,848	271,615
Total - All Funds	261,243	274,435	325,384	279,848	271,615	325,384	279,848	271,615

JUDICIAL SELECTION

Statutory Reference

C.G.S. Section 51-44a.

Statement of Need and Program Objectives

To evaluate, investigate and recommend qualified candidates for consideration by the Governor for nomination as judges for the Superior Court, the Appellate Court and the Supreme Court.

Program Description

The Judicial Selection Commission consists of twelve members. The commission develops a listing of qualified candidates by investigating and interviewing the candidates, including incumbent judges seeking appointment to a different court.

<i>Personnel Summary</i>	<u>FY 2016</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>
<i>Permanent Full-Time Positions</i>	<u>Filled</u>	<u>Vacant</u>	<u>Change</u>	<u>Total</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	1	0	0	1	1	1	1	1
 <i>Financial Summary by Program</i>	 <u>FY 2016</u>	 <u>FY 2017</u>	 <u>FY 2018</u>	 <u>FY 2018</u>	 <u>FY 2018</u>	 <u>FY 2019</u>	 <u>FY 2019</u>	 <u>FY 2019</u>
<i>General Fund</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>
<i>Other Current Expenses</i>								
Judicial Selection Commission	84,191	84,636	84,636	84,636	82,097	84,636	84,636	82,097
Total-General Fund	84,191	84,636	84,636	84,636	82,097	84,636	84,636	82,097
Total - All Funds	84,191	84,636	84,636	84,636	82,097	84,636	84,636	82,097

JUDICIAL REVIEW

Statutory Reference

C.G.S. Section 51-51k.

Statement of Need and Program Objectives

To investigate complaints of judicial misconduct made against state judges, family support magistrates and workers' compensation commissioners.

Program Description

The purpose of this agency is to help enforce high standards of judicial conduct on and off the bench in order to preserve the integrity of the court system and promote public confidence in the courts.

<i>Personnel Summary</i>	<u>FY 2016</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>
<i>Permanent Full-Time Positions</i>	<u>Filled</u>	<u>Vacant</u>	<u>Change</u>	<u>Total</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	1	0	0	1	1	1	1	1
 <i>Financial Summary by Program</i>	 <u>FY 2016</u>	 <u>FY 2017</u>	 <u>FY 2018</u>	 <u>FY 2018</u>	 <u>FY 2018</u>	 <u>FY 2019</u>	 <u>FY 2019</u>	 <u>FY 2019</u>
<i>General Fund</i>	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>

Other Current Expenses

Board of Firearms Permit Examiners	123,429	116,774	125,228	116,774	113,272	125,228	116,774	113,272
Total-General Fund	123,429	116,774	125,228	116,774	113,272	125,228	116,774	113,272
Total - All Funds	123,429	116,774	125,228	116,774	113,272	125,228	116,774	113,272

AGENCY FINANCIAL SUMMARY - GENERAL FUND

Current Expenses by Minor Object

<i>Personal Services</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
Salaries & Wages-Full Time	646,231	0	0	0	0	0
Salaries & Wages-Temporary	26,318	0	0	0	0	0
Salaries & Wages-Part Time	16,180	0	0	0	0	0
Longevity Payments	142	0	0	0	0	0
Overtime	1,459	0	0	0	0	0
Accumulated Leave	26,306	0	0	0	0	0
Other Salaries & Wages	10,458	0	0	0	0	0
Other	107	0	0	0	0	0
TOTAL - Personal Services-Personal Services	727,201	0	0	0	0	0

Other Expenses

Communications	15,690	19,089	19,089	19,044	19,089	19,044
Employee Expenses	4,487	4,487	4,487	1,156	4,487	1,156
Equipment Rental and Maintenance	12,420	15,821	15,821	14,320	15,821	14,320
Food And Beverages	51	51	51	13	51	13
Information Technology	543	543	543	543	543	543
Other Services	222	222	222	57	222	57
Premises Expenses	513	513	513	252	513	252
Professional Services	2,457	2,457	2,457	2,457	2,457	2,457
Purchased Commodities	6,862	6,862	6,862	6,376	6,862	6,376
TOTAL-Other Expenses	43,245	50,045	50,045	44,218	50,045	44,218

Other Current Expenses

Child Fatality Review Panel	90,218	97,663	101,840	94,734	101,840	94,734
Information Technology Initiatives	23,621	0	0	0	0	0
Citizens' Election Fund Administration Account	3,995	0	0	0	0	0
Elections Enforcement Commission	3,168,931	0	0	0	0	0
Office of State Ethics	1,457,607	0	0	0	0	0
Freedom of Information Commission	1,666,254	0	0	0	0	0
Contracting Standards Board	261,243	274,435	325,384	271,615	325,384	271,615
Judicial Review Council	116,767	135,335	138,548	131,275	138,548	131,275
Judicial Selection Commission	84,191	84,636	84,636	82,097	84,636	82,097
Office of the Child Advocate	563,242	649,545	665,231	630,059	665,231	630,059
Office of the Victim Advocate	383,158	421,421	421,421	408,779	421,421	408,779
Board of Firearms Permit Examiners	123,429	116,774	125,228	113,272	125,228	113,272
TOTAL-Other Current Expenses	7,942,656	1,779,809	1,862,288	1,731,831	1,862,288	1,731,831

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	727,201	0	0	0	0	0
Other Expenses	43,245	50,045	50,045	44,218	50,045	44,218
Other Current Expenses	7,942,656	1,779,809	1,862,288	1,731,831	1,862,288	1,731,831
TOTAL-General Fund	8,713,102	1,829,854	1,912,333	1,776,049	1,912,333	1,776,049

OFFICE OF POLICY AND MANAGEMENT

<http://www.ct.gov/opm>

AGENCY DESCRIPTION

The Office of Policy and Management (OPM) serves as a staff agency reporting directly to the Governor, providing the information and analysis required to formulate public policy for the state and assisting state agencies and municipalities in implementing policy decisions on the Governor's behalf.

The objectives of OPM are to: provide the staff functions of budget, management, planning, intergovernmental relations and labor relations through a single agency; encourage the integration of planning, budgeting and program analysis; provide necessary staff support to the Governor on policy analysis, development and implementation; and seek long-term improvements in the management of state agencies.

OPM performs various fiscal functions to monitor, implement and report on the state's budget throughout the fiscal year. OPM prepares the Governor's biennial budget, including the state's capital budget,

for submission to the legislature in odd-numbered years. OPM prepares the Governor's budget adjustments for the second half of the biennium that are submitted in even-numbered years.

Areas in which OPM facilitates interagency coordination include urban policy (with particular focus on distressed municipalities), prison overcrowding and reentry strategies, crime prevention and youth development, data access, land use and physical resources, water resources conservation, human capital development to match Connecticut's workers and their skills to available jobs, job creation and economic development, transportation, housing, health care access, and the purchase of services contracts for human services agencies.

OPM also performs grants management, intergovernmental reviews, and provides technical assistance to municipalities.

RECOMMENDED SIGNIFICANT CHANGES

	<u>2017-2018</u>	<u>2018-2019</u>	
Baseline Adjustments			
• Provide Funding for the Criminal Justice Information System (CJIS) <i>Funding is provided for the operation of the CJIS system. During project development, these costs were funded through bond authorizations and carryforward.</i>	1,500,393	1,846,951	
• Adjust Funding for Tax Relief for Elderly Renters <i>Provide funding for a 3.5% increase in expenditures based on growth during the FY 2016 and FY 2017 biennium.</i>	722,853	1,703,653	
• Provide Funding for Open Data Portal <i>Funding for licensing costs previously supported through carryforward.</i>	183,500	183,500	
• Adjust Funding for Property Tax Relief Elderly Freeze to Reflect FY 2017 Actual Costs	-47,221	-47,221	
• Adjust Funding for Municipal Revenue Sharing Fund <i>Reflects one-time appropriation per Public Act 16-2 (May Spec. Sess.).</i>	-185,000,000	-185,000,000	
Reductions	<u>2017-2018</u>	<u>2018-2019</u>	
• Reduce Funding for College and Hospital PILOT <i>Eliminates reimbursement for hospitals from the PILOT payment.</i>	-55,828,610	-55,828,610	
• Reduce Funding for Property Tax Relief Elderly Circuit Breaker <i>Reduces funding by 50% for municipalities that do not have a distressed municipality designation.</i>	-4,702,000	-4,702,000	
• Reduce Funding for Tax Relief for Elderly Renters by 10%	-1,964,809	-2,062,889	
• Annualize FY 2017 Holdbacks <i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i>	-1,442,806	-1,442,806	
• Reduce Funding for Project Longevity	-308,450	-308,450	
Reallocations	<u>2017-2018</u>	<u>2018-2019</u>	
• Reallocate Funding for Criminal Justice Information System from Office of Policy and Management to the Department of Emergency Services and Public Protection	-2,392,840	-2,739,398	
Expansions	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
• Appropriate Grants in the Municipal Revenue Sharing Fund <i>This option appropriates grants supported by sales tax diverted to, and available for payments to be made from, the Municipal Revenue Sharing Fund.</i>	330,100,000	339,000,000	339,000,000

- Provide Funding to Support the Municipal Accountability Review Board

217,319

217,319

217,319

Funding for necessary staff and related expenses to support the work of the Municipal Finance Advisory Committee and the Municipal Accountability Review Board in their work with designated municipalities.

AGENCY PROGRAMS

<i>Personnel Summary</i>								
<i>Permanent Full-Time Positions</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	105	20	0	125	125	125	125	125
Insurance Fund	2	0	0	2	2	2	2	2
Federal Funds	2	0	-0.045	1.92	2	2	2	2
<i>Other Positions Equated to Full-Time</i>								
			FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
			Actual	Estimated	Requested	Recommended	Requested	Recommended
General Fund			2	2	2	2	2	2
<i>Agency Program by Total Funds</i>								
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Office of the Secretary and Administrative Support	3,608,375	2,546,260	2,544,660	2,544,660	2,435,604	2,544,660	2,544,660	2,435,604
Policy Development, Coordination and Implementation	18,739,816	22,283,220	21,743,208	21,642,901	18,511,465	17,427,073	17,359,001	13,881,007
Intergovernmental Policy	324,584,646	485,899,195	302,766,558	301,236,224	568,154,520	304,779,563	302,457,024	578,177,240
TOTAL Agency Programs - All Funds Gross	346,932,837	510,728,675	327,054,426	325,423,785	589,101,589	324,751,296	322,360,685	594,493,851
<i>Summary of Funding</i>								
General Fund	267,266,996	251,944,075	255,934,241	254,303,600	187,881,404	258,021,569	255,630,958	188,764,124
Municipal Revenue Sharing	0	185,000,000	0	0	330,100,000	0	0	339,000,000
Insurance Fund	478,802	520,776	520,776	520,776	520,776	520,776	520,776	520,776
Mashantucket Pequot and Mohegan Fund	61,687,907	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612
Federal Funds	6,472,561	9,386,464	7,100,783	7,100,783	7,100,783	3,735,325	3,735,325	3,735,325
Private Funds	11,026,571	5,800,748	5,422,014	5,422,014	5,422,014	4,397,014	4,397,014	4,397,014
Special Non-Appropriated Funds	0	0	0	0	0	0	0	0
Total Agency Programs	346,932,837	510,728,675	327,054,426	325,423,785	589,101,589	324,751,296	322,360,685	594,493,851

OFFICE OF THE SECRETARY AND ADMINISTRATIVE SUPPORT

Statutory Reference

C.G.S. Section 4-65a.

Statement of Need and Program Objectives

To assist and advise the Governor on policy and financial issues. To advocate for the Governor's policies and to coordinate their implementation. To attain OPM's objectives by directing and coordinating its programs and providing operational support services.

Program Description

As chief financial and policy advisor to the Governor, the Secretary is responsible for policy development and the overall financial management of state government. This responsibility includes protecting the long-term and short-term interests of the state.

The Office of the Secretary, with analytic support from the agency's divisions, advises the Governor on all matters related to fiscal policy;

policy initiatives, particularly those initiatives that cross agency lines; state agency management issues, including agency strategic business planning; the reorganization of state government; labor relations; federal issues, in conjunction with the Governor's Washington office; the impact of federal and state policies on local governments; financial management policies and practices in all state agencies; and legislative matters.

The Secretary and Deputy Secretary advocate the Governor's policies with legislators, state agencies, private service providers, the general public, legislative task forces, and the boards and commissions to which the Secretary is named a member.

The office directs the development and implementation of the state's biennial operating and capital budgets as well as budget adjustments for the second half of the biennium. The office also serves as secretary to the State Bond Commission.

In order to improve the quality of state agency management and control, the Office of the Secretary makes strategic and operational decisions that are consistent with the Governor's policies and programs. When state agency management issues arise, the Secretary may direct the analysis of those issues and work with agency heads on implementation of any recommendations.

The office establishes the priorities for the planning and analysis, coordination, and implementation efforts of OPM's divisions and provides guidance and support to the divisions to assist them in attaining their goals.

The Division of Administration delivers diversified services which provide OPM employees with the tools, environment, information, and support necessary to accomplish OPM's mission; articulates and implements the vision and policies of the Secretary of OPM; and directs the administrative management of the agency. The Division of Administration provides support services in the areas of accounting and audit, business operations, human resources, employee benefit administration, and information and telecommunication systems.

<i>Personnel Summary</i>								
<i>Permanent Full-Time Positions</i>								
	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	20	0	0	20	20	20	20	20
<i>Other Positions Equated to Full-Time</i>								
			FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund			1	1	1	1	1	1
<i>Financial Summary by Program</i>								
<i>General Fund</i>								
	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	2,309,601	2,391,142	2,391,142	2,391,142	2,283,541	2,391,142	2,391,142	2,283,541
Other Expenses	113,593	145,498	145,498	145,498	144,043	145,498	145,498	144,043
<i>Other Current Expenses</i>								
Litigation Settlement	1,177,151	0	0	0	0	0	0	0
Total-General Fund	3,600,345	2,536,640	2,536,640	2,536,640	2,427,584	2,536,640	2,536,640	2,427,584
<i>Other Funds Available</i>								
	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	8,030	9,620	8,020	8,020	8,020	8,020	8,020	8,020
Total - All Funds	3,608,375	2,546,260	2,544,660	2,544,660	2,435,604	2,544,660	2,544,660	2,435,604

POLICY DEVELOPMENT, COORDINATION AND IMPLEMENTATION

Statutory Reference

C.G.S. Sections 4-65a and 5-200.

Statement of Need and Program Objectives

To assist the Governor, Secretary and state agencies in making policy decisions and in effectively deploying current and future financial and other resources by planning, formulating, coordinating, implementing and evaluating programs and policies that address state needs.

Program Description

Six divisions of OPM participate in a comprehensive program of resource allocation, planning, policy analysis, management improvement, financial management improvement, and program evaluation that assists the Governor and the Secretary in formulating and implementing strategies, priorities and programs.

The Budget and Financial Management Division develops and implements the state's fiscal and program policies through the formulation of the Governor's operating and capital budget proposals

and the execution of the budget as enacted by the General Assembly and signed by the Governor. The division also provides ongoing comprehensive analyses, evaluation and recommendations to the Governor and the Secretary regarding the financial and programmatic implications of public policies, and manages and coordinates the implementation of these financial and programmatic policies among state agencies.

The Criminal Justice Policy and Planning Division promotes a more effective and cohesive criminal justice system by ensuring the efficient use of resources through research, policy development, and interagency coordination. The division also manages federal and state grant programs to improve the criminal justice system response to violent crime, domestic violence, sexual assault and drug crime as well as assists local municipalities with implementing specialized law enforcement initiatives; to implement and support juvenile justice and positive youth development grants to schools, state and non-profit agencies; and to improve the state's major criminal justice

record repositories through the National Criminal History Improvement Program. The division also implements specific legislative mandates including the Racial Profiling Prevention initiative, Annual Electronic Defense Weapon report and Project Longevity and provides research and support for the Governor's criminal justice initiatives.

The Office of Finance evaluates, makes recommendations and works to improve the financial management practices and analytical capabilities of the state and its agencies. The office also establishes policies and provides strategic direction related to the statewide efforts to increase operational effectiveness and efficiency through process improvement methods; the state's information technology systems; and state agency personal service agreements and health and human service purchase of service contracts.

The Office of Labor Relations delivers timely and effective labor relations and collective bargaining services on behalf of the state employer for employees in the executive branch, other than the constituent units of Higher Education, the State Board of Education, and the Division of Criminal Justice; advises and consults with state agencies regarding labor relations and other employee relations matters; represents the state during the contract and statutory grievance process, contract negotiation, midterm bargaining and interest arbitration for executive branch state employee bargaining units; represents the state in employee related whistleblower complaints and other legal matters; and represents the state in coalition negotiations on statewide issues such as pension and health care benefits.

The Policy Development and Planning Division researches, analyzes, and develops coordinated statewide policies in the areas of health care, human services, housing, and long-term care. The division

coordinates implementation of programs and policies across state agencies with the goal of improving the effectiveness of state services and provides data to the executive and legislative branches and the public. The division coordinates the allocation of federal block grants and represents OPM on various boards, commissions, councils and task forces.

The Transportation, Conservation, and Development Policy and Planning Division coordinates statewide planning and policy to promote the efficient and effective use of state resources for meeting the current and future needs of state residents. Particular emphasis is placed on guiding the implementation of Governor Malloy's Let's GO CT initiative, so that major investments in the state's transportation infrastructure and operations are able to leverage and complement long-held state goals and policies contained in the Conservation and Development Policies Plan for Connecticut. The division facilitates inter agency cooperation on transportation and transit oriented development policy and grant programs. The division also assists municipalities and regional councils of governments in promoting transit-oriented development and regional shared services, while also having oversight responsibilities for state agency compliance with the Connecticut Environmental Policy Act (CEPA) and discretionary funding prohibitions.

In addition, OPM is responsible for the long range planning and use of State-owned or leased property through development of the State Facility Plan, Inventory of State Real Property and other actions. OPM also directs and manages activities related to the collection, analysis, and dissemination of the State's enterprise data assets and is responsible for implementation of Statewide Open Data Policies and administration of the State's Open Data portal.

Personnel Summary								
<i>Permanent Full-Time Positions</i>								
	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	68	19	1	88	88	88	88	88
Insurance Fund	2	0	0	2	2	2	2	2
Federal Funds	2	0	-0.045	1.92	2	2	2	2
<i>Other Positions Equated to Full-Time</i>								
			FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund			1	1	1	1	1	1
Financial Summary by Program								
<i>General Fund</i>								
	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	7,260,314	7,548,322	7,548,322	7,548,322	7,208,647	7,548,322	7,548,322	7,208,647
Other Expenses	1,040,123	693,524	693,524	877,024	870,089	693,524	877,024	870,089
<i>Other Current Expenses</i>								
Automated Budget System and Data Base Link	9,134	40,894	40,894	40,894	39,668	40,894	40,894	39,668
Justice Assistance Grants	732,653	938,648	938,648	938,648	910,489	938,648	938,648	910,489
Criminal Justice Information System	1,671,049	920,048	2,704,248	2,420,441	0	3,018,571	2,766,999	0
Project Longevity	940,000	885,000	885,000	885,000	550,000	885,000	885,000	550,000
Other Current Expenses	3,352,836	2,784,590	4,568,790	4,284,983	1,500,157	4,883,113	4,631,541	1,500,157
Total-General Fund	11,653,273	11,026,436	12,810,636	12,710,329	9,578,893	13,124,959	13,056,887	9,578,893

<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>Insurance Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	294,370	313,882	313,882	313,882	313,882	313,882	313,882	313,882
Other Expenses	5,355	6,012	6,012	6,012	6,012	6,012	6,012	6,012
<u>Other Current Expenses</u>								
Fringe Benefits	179,077	200,882	200,882	200,882	200,882	200,882	200,882	200,882
Total-Insurance Fund	478,802	520,776	520,776	520,776	520,776	520,776	520,776	520,776
<i>Other Funds Available</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	135,180	1,349,544	1,311,013	1,311,013	1,311,013	46,013	46,013	46,013
<i>Federal Contributions</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Null	18,247	496,753	325,000	325,000	325,000	0	0	0
16017 Sexual Assault Services Program	222,854	451,051	196,269	196,269	196,269	0	0	0
16523 Juvenile Accountability Incentive Bkck	469,979	299,049	115,885	115,885	115,885	0	0	0
16540 Juv Just & Delinquency Prev Alloc Stat	442,768	523,441	617,334	617,334	617,334	410,003	410,003	410,003
16554 National Criminal History Improvement Pgm	894,313	2,146,239	2,146,239	2,146,239	2,146,239	1,450,960	1,450,960	1,450,960
16560 Justice Research, Evaluation and Development Project	111,217	200,000	150,000	150,000	150,000	104,887	104,887	104,887
16588 Violence Against Women Formula Grants	1,610,987	1,162,278	1,074,729	1,074,729	1,074,729	748,819	748,819	748,819
16593 Res Subs Abuse Trtmt State Prisoners	97,409	241,609	170,062	170,062	170,062	131,340	131,340	131,340
16735 Prea Program: Demonstration Projects to Establish "Zero Tole	7,498	7,206	0	0	0	0	0	0
16738 E Byrne Memorial Justice Assistance Grant	2,560,896	3,558,142	1,927,546	1,927,546	1,927,546	889,316	889,316	889,316
16751 Edward Byrne Memorial Competitive Grant Program	58,841	300,696	377,719	377,719	377,719	0	0	0
16813 Nics Act Record Improvement Program	-22,448	0	0	0	0	0	0	0
Total - All Funds	18,739,816	22,283,220	21,743,208	21,642,901	18,511,465	17,427,073	17,359,001	13,881,007

INTERGOVERNMENTAL POLICY

Statutory Reference

C.G.S. Section 4-65a.

Statement of Need and Program Objectives

To promote sound financial management practices and accurate financial reporting by municipalities and those non-profit entities receiving state financial assistance; initiate and support state policy development with regard to municipalities; administer state tax relief programs and formula grant programs that benefit municipalities, companies and individuals; certify assessors and revaluation companies and their personnel; and collect, analyze, and publish municipal data.

Program Description

The Intergovernmental Policy Division supports the Governor in developing, analyzing and implementing policies pertaining to the relationship between the state and Connecticut's municipalities and municipal stakeholders. The division ensures implementation of public policies through coordination and collaboration among executive and legislative branch agencies, outside entities and state

and local governments; implements pertinent parts of the budget enacted into law; advocates the Governor's policies, proposals and initiatives; provides data and information to the executive and legislative branches, local governments, the public and the media; reviews and provides guidance on state regulations for conformity with statewide policies, standards and initiatives; and represents state government on various boards, commissions, councils and task forces. The division also supports the Governor's policies and initiatives through the management, coordination and administration of grants. It awards funds based on various statutory requirements; solicits and reviews applications and prepares contracts and agreements related to grant activities; and assesses programs for technical conformance and program effectiveness. The division also maintains ongoing relationships with municipal officials and regional stakeholders; administers and manages municipal and local property tax relief programs; measures the property tax wealth of municipalities used in the distribution of certain state grants; monitors the financial conditions of the state's municipalities through review

and analysis of audit reports and budget data to determine those encountering significant financial problems and provides technical assistance to such communities.

Personnel Summary	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	17	1	-1	17	17	17	17	17
Financial Summary by Program								
<i>General Fund</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	1,674,994	1,450,668	1,450,668	1,450,668	1,600,707	1,450,668	1,450,668	1,600,707
Other Expenses	328,355	84,800	84,800	84,800	85,952	84,800	84,800	85,952
<u><i>Pmts to Other Than Local Govts</i></u>								
Tax Relief For Elderly Renters	26,287,142	27,300,000	29,553,187	28,022,853	25,220,568	31,326,192	29,003,653	26,103,288
<u><i>Pmts to Local Governments</i></u>								
Reimbursement to Towns for Loss of Taxes on State Property	71,356,484	66,730,441	66,730,441	66,730,441	66,730,441	66,730,441	66,730,441	66,730,441
Reimbursements to Towns for Private Tax-Exempt Property	122,919,655	114,950,770	114,950,770	114,950,770	59,122,160	114,950,770	114,950,770	59,122,160
Reimbursement Property Tax - Disability Exemption	400,000	374,065	374,065	374,065	374,065	374,065	374,065	374,065
Distressed Municipalities	5,549,101	5,423,986	5,423,986	5,423,986	5,423,986	5,423,986	5,423,986	5,423,986
Property Tax Relief Elderly Circuit Breaker	20,505,900	19,176,502	19,176,502	19,176,502	14,474,502	19,176,502	19,176,502	14,474,502
Property Tax Relief Elderly Freeze Program	94,757	112,221	65,000	65,000	65,000	65,000	65,000	65,000
Property Tax Relief for Veterans	2,896,990	2,777,546	2,777,546	2,777,546	2,777,546	2,777,546	2,777,546	2,777,546
Pmts to Local Governments	223,722,887	209,545,531	209,498,310	209,498,310	148,967,700	209,498,310	209,498,310	148,967,700
Total-General Fund	252,013,378	238,380,999	240,586,965	239,056,631	175,874,927	242,359,970	240,037,431	176,757,647
Financial Summary by Program								
<i>Municipal Revenue Sharing</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>Municipal Revenue Sharing</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Municipal Revenue Sharing	0	185,000,000	0	0	330,100,000	0	0	339,000,000
Total-Municipal Revenue Sharing	0	185,000,000	0	0	330,100,000	0	0	339,000,000
Financial Summary by Program								
<i>Mashantucket Pequot and Mohegan Fund</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>Mashantucket Pequot and Mohegan Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Grants To Towns	61,687,907	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612
Total-Mashantucket Pequot and Mohegan Fund	61,687,907	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612
Other Funds Available								
<i>Other Funds Available</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>Other Funds Available</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	10,883,361	4,441,584	4,102,981	4,102,981	4,102,981	4,342,981	4,342,981	4,342,981
Total - All Funds	324,584,646	485,899,195	302,766,558	301,236,224	568,154,520	304,779,563	302,457,024	578,177,240

AGENCY FINANCIAL SUMMARY - GENERAL FUND

Current Expenses by Minor Object	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Personal Services</i>	Actual	Estimated	Requested	Recommended	Requested	Recommended
<i>Personal Services</i>						

Salaries & Wages-Full Time	10,906,806	11,092,083	11,092,083	10,794,846	11,092,083	10,794,846
Salaries & Wages-Part Time	186,366	127,592	127,592	127,592	127,592	127,592
Longevity Payments	19,298	15,539	15,539	15,539	15,539	15,539
Overtime	311	0	0	0	0	0
Accumulated Leave	123,575	154,918	154,918	154,918	154,918	154,918
Other Salaries & Wages	48	0	0	0	0	0
Other	8,505	0	0	0	0	0
TOTAL - Personal Services-Personal Services	11,244,909	11,390,132	11,390,132	11,092,895	11,390,132	11,092,895
<i>Other Expenses</i>						
Capital Outlays	459	0	0	0	0	0
Communications	27,847	34,239	34,239	33,896	34,239	33,896
Employee Expenses	10,406	5,650	5,650	5,593	5,650	5,593
Employee Travel	19,290	16,950	16,950	16,780	16,950	16,780
Equipment Rental and Maintenance	52,685	54,000	54,000	53,460	54,000	53,460
Food And Beverages	323	250	250	247	250	247
Information Technology	332,473	296,032	296,032	476,575	296,032	476,575
Motor Vehicle Costs	4,777	8,900	8,900	8,811	8,900	8,811
Other / Fixed Charges	249,995	0	0	0	0	0
Other Services	242,290	187,290	187,290	185,417	187,290	185,417
Premises Expenses	6,459	20,000	20,000	19,800	20,000	19,800
Professional Services	412,281	252,200	252,200	249,678	252,200	249,678
Purchased Commodities	33,094	48,311	48,311	49,827	48,311	49,827
Reimbursements	89,692	0	0	0	0	0
TOTAL-Other Expenses	1,482,071	923,822	923,822	1,100,084	923,822	1,100,084
<i>Other Current Expenses</i>						
Litigation Settlement	1,177,151	0	0	0	0	0
Automated Budget System and Data Base Link	9,134	40,894	40,894	39,668	40,894	39,668
Justice Assistance Grants	732,653	938,648	938,648	910,489	938,648	910,489
Criminal Justice Information System	1,671,049	920,048	2,704,248	0	3,018,571	0
Project Longevity	940,000	885,000	885,000	550,000	885,000	550,000
TOTAL-Other Current Expenses	4,529,987	2,784,590	4,568,790	1,500,157	4,883,113	1,500,157
<i>Pmts to Other Than Local Govts</i>						
Tax Relief For Elderly Renters	26,287,142	27,300,000	29,553,187	25,220,568	31,326,192	26,103,288
TOTAL-Pmts to Other Than Local Govts	26,287,142	27,300,000	29,553,187	25,220,568	31,326,192	26,103,288
<i>Pmts to Local Governments</i>						
Reimbursement to Towns for Loss of Taxes on State Property	71,356,484	66,730,441	66,730,441	66,730,441	66,730,441	66,730,441
Reimbursements to Towns for Private Tax-Exempt Property	122,919,655	114,950,770	114,950,770	59,122,160	114,950,770	59,122,160
Reimbursement Property Tax - Disability Exemption	400,000	374,065	374,065	374,065	374,065	374,065
Distressed Municipalities	5,549,101	5,423,986	5,423,986	5,423,986	5,423,986	5,423,986
Property Tax Relief Elderly Circuit Breaker	20,505,900	19,176,502	19,176,502	14,474,502	19,176,502	14,474,502
Property Tax Relief Elderly Freeze Program	94,757	112,221	65,000	65,000	65,000	65,000
Property Tax Relief for Veterans	2,896,990	2,777,546	2,777,546	2,777,546	2,777,546	2,777,546
TOTAL-Pmts to Local Governments	223,722,887	209,545,531	209,498,310	148,967,700	209,498,310	148,967,700
Character & Major Object Summary	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019

	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	11,244,909	11,390,132	11,390,132	11,092,895	11,390,132	11,092,895
Other Expenses	1,482,071	923,822	923,822	1,100,084	923,822	1,100,084
Other Current Expenses	4,529,987	2,784,590	4,568,790	1,500,157	4,883,113	1,500,157
Pmts to Other Than Local Govts	26,287,142	27,300,000	29,553,187	25,220,568	31,326,192	26,103,288
Pmts to Local Governments	223,722,887	209,545,531	209,498,310	148,967,700	209,498,310	148,967,700
TOTAL-General Fund	267,266,996	251,944,075	255,934,241	187,881,404	258,021,569	188,764,124

AGENCY FINANCIAL SUMMARY - MUNICIPAL REVENUE SHARING FUND

<i>Pmts to Local Governments</i>						
Municipal Revenue Sharing	0	185,000,000	0	330,100,000	0	339,000,000
TOTAL-Pmts to Local Governments	0	185,000,000	0	330,100,000	0	339,000,000

<i>Character & Major Object Summary</i>						
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Pmts to Local Governments	0	185,000,000	0	330,100,000	0	339,000,000
TOTAL-Municipal Revenue Sharing	0	185,000,000	0	330,100,000	0	339,000,000

AGENCY FINANCIAL SUMMARY - INSURANCE FUND

<i>Current Expenses by Minor Object</i>						
<i>Personal Services</i>						
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Salaries & Wages-Full Time	245,824	263,782	263,782	263,782	263,782	263,782
Reimbursements	48,546	50,100	50,100	50,100	50,100	50,100
TOTAL - Personal Services-Personal Services	294,370	313,882	313,882	313,882	313,882	313,882

<i>Other Expenses</i>						
Employee Travel	500	1,002	1,002	1,002	1,002	1,002
Reimbursements	4,855	5,010	5,010	5,010	5,010	5,010
TOTAL-Other Expenses	5,355	6,012	6,012	6,012	6,012	6,012

<i>Other Current Expenses</i>						
Fringe Benefits	179,077	200,882	200,882	200,882	200,882	200,882
TOTAL-Other Current Expenses	179,077	200,882	200,882	200,882	200,882	200,882

<i>Character & Major Object Summary</i>						
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	294,370	313,882	313,882	313,882	313,882	313,882
Other Expenses	5,355	6,012	6,012	6,012	6,012	6,012
Other Current Expenses	179,077	200,882	200,882	200,882	200,882	200,882
TOTAL-Insurance Fund	478,802	520,776	520,776	520,776	520,776	520,776

AGENCY FINANCIAL SUMMARY - MASHANTUCKET PEQUOT AND MOHEGAN FUND

<i>Pmts to Local Governments</i>						
Grants To Towns	61,687,907	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612
TOTAL-Pmts to Local Governments	61,687,907	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Pmts to Local Governments	61,687,907	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612
TOTAL-Mashantucket Pequot and Mohegan Fund	61,687,907	58,076,612	58,076,612	58,076,612	58,076,612	58,076,612

DEPARTMENT OF VETERANS AFFAIRS

AGENCY DESCRIPTION

The mission of the Department of Veterans Affairs is “serving those who served” through the assessment of veterans’ needs and identification of necessary resources and supports. In addition, the agency advocates for federal, state and local laws, claims

representation, counseling, employment services, financial rights, privileges and benefits for Connecticut veterans and their families who are and have been members of the Armed Forces of the United States.

RECOMMENDED SIGNIFICANT CHANGES

	2017-2018	2018-2019
Baseline Adjustments		
• Annualize Savings From Electronic Medical Record Implementation <i>Reflects the implementation of a pharmacy module which will create efficiencies in medication management.</i>	-400,000	-400,000
Reductions		
• Annualize FY 2017 Holdbacks <i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i>	-750,487	-750,487
• Achieve Savings through Attrition	-468,510	-468,510

AGENCY PROGRAMS

Personnel Summary	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	235	8	0	243	243	243	243	243
Agency Program by Total Funds	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Office of Advocacy & Assistance	1,004,489	965,537	973,537	973,537	886,366	973,537	973,537	886,366
Office of the Commissioner	14,183,239	12,522,393	12,173,634	12,173,634	11,435,808	12,173,634	12,173,634	11,435,808
Veterans' Health Care Services	14,192,975	13,782,157	13,613,157	13,213,157	12,819,157	13,613,157	13,213,157	12,819,157
Residential and Rehabilitative Services	2,684,403	3,429,152	2,027,403	2,027,403	2,027,403	2,027,403	2,027,403	2,027,403
TOTAL Agency Programs - All Funds Gross	32,065,106	30,699,239	28,787,731	28,387,731	27,168,734	28,787,731	28,387,731	27,168,734
Summary of Funding								
General Fund	27,604,463	25,367,731	25,367,731	24,967,731	23,748,734	25,367,731	24,967,731	23,748,734
Federal Funds	1,839,029	300,000	0	0	0	0	0	0
Private Funds	2,621,614	5,031,508	3,420,000	3,420,000	3,420,000	3,420,000	3,420,000	3,420,000
Total Agency Programs	32,065,106	30,699,239	28,787,731	28,387,731	27,168,734	28,787,731	28,387,731	27,168,734

OFFICE OF ADVOCACY AND ASSISTANCE

Statutory Reference

C.G.S. Sections 27-102l through 27-137.

Statement of Need and Program Objectives

To provide comprehensive assistance and formal representation to veterans, their spouses and eligible dependents in obtaining rights,

Total - All Funds 1,004,489 965,537 973,537 973,537 886,366 973,537 973,537 886,366

OFFICE OF THE COMMISSIONER

Statutory Reference

C.G.S. Sections 27-102I through 27-137.

Statement of Need and Program Objectives

To guide the development of agency policy as well as provide administrative direction and support. To ensure compliance with laws, rules and regulations governing the operations of the department through the establishment, revision and distribution of agency policies and by reviewing the procedures used to implement those policies.

Program Description

The Office of the Commissioner is tasked with administrative authority for the department. It also provides outreach to veterans and

community agencies, acts as a liaison to legislative authorities and veterans service organizations, assesses the efficiency of programs, and evaluates and develops new initiatives to better serve 277,000 Connecticut veterans and their families. The Office of the Commissioner also provides overall administrative support to all agency programs through human resource activities, fiscal/administrative services and information technology services. In addition, the Office of the Commissioner provides comprehensive short and long-term planning services, ensures compliance with regulations and is responsible for safety compliance and security.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	117	2	0	119	119	119	119	119
<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	7,580,755	7,399,913	7,399,913	7,399,913	6,819,913	7,399,913	7,399,913	6,819,913
Other Expenses	3,260,631	2,482,117	2,482,117	2,482,117	2,387,595	2,482,117	2,482,117	2,387,595
<u><i>Other Current Expenses</i></u>								
Support Services for Veterans	129,141	0	0	0	0	0	0	0
SSMF Administration	550,296	527,104	527,104	527,104	521,833	527,104	527,104	521,833
Total--Other Current Expenses	679,437	527,104	527,104	527,104	521,833	527,104	527,104	521,833
<u><i>Pmts to Other Than Local Govts</i></u>								
Burial Expenses	7,128	6,666	6,666	6,666	6,467	6,666	6,666	6,467
Headstones	279,620	307,834	307,834	307,834	250,000	307,834	307,834	250,000
Pmts to Other Than Local Govts	286,748	314,500	314,500	314,500	256,467	314,500	314,500	256,467
Total-General Fund	11,807,571	10,723,634	10,723,634	10,723,634	9,985,808	10,723,634	10,723,634	9,985,808
<i>Other Funds Available</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>Private Funds</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	536,639	1,498,759	1,450,000	1,450,000	1,450,000	1,450,000	1,450,000	1,450,000
<i>Federal Contributions</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>64203 State Cemetery Grants</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
64203 State Cemetery Grants	1,839,029	300,000	0	0	0	0	0	0
Total - All Funds	14,183,239	12,522,393	12,173,634	12,173,634	11,435,808	12,173,634	12,173,634	11,435,808

VETERANS HEALTH CARE SERVICES

Statutory Reference

C.G.S. Sections 27-102I through 27-126.

Statement of Need and Program Objectives

To ensure quality healthcare services are provided to assist the veteran reach his/her maximum potential through the development of individualized care plans.

Program Description

The agency offers 24 hour quality healthcare to veterans with chronic and disabling medical conditions whose needs require specialized care. The healthcare program provides veterans with a rehabilitative model of care as well as treats veterans suffering from: chronic obstructive pulmonary disease, congestive heart failure, end stage renal disease, diabetes, Parkinson’s disease, Alzheimer’s disease, end of life, pain management and palliative care. The medical team provides healthcare management and primary care clinics for all veterans at the healthcare center clinic as well as those residing in the residential facility. In addition to medicine and nursing, specialty areas include physical, occupational, speech and recreational therapy, laboratory, pharmacy, social work, cardiopulmonary, contracted dental, psychiatry and radiology services. An electronic health records system (EHR) is being implemented to achieve an integrated HIPAA compliant system of documenting and coordinating health care services.

The John L. Levitow Healthcare Center delivers continuous, professional and comprehensive healthcare to veterans across the age continuum diagnosed with chronic illnesses. The facility is licensed by

the state Department of Public Health as a 125-bed chronic disease hospital and is certified by the federal Department of Veterans Affairs for skilled nursing services. The healthcare center opened its doors in October of 2008, under the direction of the Healthcare Services Administration to provide ongoing comprehensive medical and rehabilitation services in order to improve every aspect of care for each veteran served. The facility continues to meet the high standards for continued certification as a Medicare and Medicaid provider.

The Special Care Unit provides a safe, structured and positive social environment with dedicated staff who understand Alzheimer’s disease is an illness characterized by a decline in cognitive abilities. Veterans with Alzheimer’s disease, or other related dementias, reside in a safe and supportive environment based on person-centered care. A multi-sensory room was recently added to the unit in order to improve the veterans’ quality of life.

The Respite Care Program is intermittent care designed to provide occasional periods of relief to family members or caregivers of the disabled. Veterans are eligible for 28 days of respite care per calendar year.

End of Life and Palliative Care provides special medical, psychological and spiritual needs to the terminally ill. Pain management, special nursing visits, alternative therapies and volunteer companions are provided to comfort the veteran at end of life. A wide range of support and counseling services are available for veterans and their loved ones. These services include individual and grief counseling, spiritual counseling, resource planning and assistance with end-of-life issues as needed.

Personnel Summary

Permanent Full-Time Positions

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	89	4	0	93	93	93	93	93

Financial Summary by Program

General Fund

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	12,140,748	11,955,263	11,955,263	11,555,263	11,161,263	11,955,263	11,555,263	11,161,263
Other Expenses	1,435,151	657,894	657,894	657,894	657,894	657,894	657,894	657,894
<u>Other Current Expenses</u>								
Support Services for Veterans	41,650	0	0	0	0	0	0	0
Total-General Fund	13,617,549	12,613,157	12,613,157	12,213,157	11,819,157	12,613,157	12,213,157	11,819,157

Other Funds Available

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	575,426	1,169,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total - All Funds	14,192,975	13,782,157	13,613,157	13,213,157	12,819,157	13,613,157	13,213,157	12,819,157

RESIDENTIAL AND REHABILITATIVE SERVICES

Statutory Reference

C.G.S. Sections 27-102I through 27-126.

Statement of Need and Program Objectives

To provide homeless and needy veterans a domiciliary level of care to facilitate rehabilitation and to improve the quality of life of veterans,

ensuring they acquire the benefits, services and resources needed to return to independent living as productive citizens in the community.

Program Description

The residential facility is certified by the federal Department of Veterans Affairs and has 435 licensed beds. The basic philosophy of the Residential and Rehabilitative Services (RRS) Program is to facilitate rehabilitation of all veterans. Rehabilitation includes medical care, substance use treatment, social work services, recreational services, educational and vocational services, job training and supportive housing.

Recovery Support Program: This program is operated through an agreement with the Department of Mental Health and Addiction Services to provide motivation and environmental support for veterans seeking recovery from substance use.

Social Work Services: Case management services are provided to veterans admitted to the residential facility. Social workers assist veterans in resolving problems with finances, family and legal matters. They educate and assist veterans in applying for Medicare, Medicaid, Social Security and federal benefits. Social workers also link veterans to necessary supports, including housing opportunities, to ensure a successful to independent living.

Recreational Activities: A monthly calendar of daily events is provided to all veterans with the residential facility. Activities include bingo, table games, pool tournaments, weekly bowling leagues, softball, movies, and pet therapy. Community trips are also provided to professional ballgames, theater, fishing excursions and shopping malls in order to integrate veterans with social and recreational opportunities within local communities.

Vocational Services: This program offers a variety of services such as: vocational exploration and counseling, employment search assistance, educational assistance and transportation to prepare veterans gain employment in the community. Veterans also have the opportunity to participate in the Patient/Veteran Worker Program in which residents are paid minimum wage for work performed in various departments throughout the agency.

Patriots' Landing: This is an alternative living program available to veterans and their families who are homeless or at risk of homelessness. This temporary housing program offers supportive services to assist veterans and their families prepare for transition to permanent housing. Case management services are provided through a memorandum of agreement with the Department of Mental Health and Addiction Services.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	14	0	0	14	14	14	14	14
Financial Summary by Program								
<i>General Fund</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	1,169,883	1,063,853	1,063,853	1,063,853	1,063,853	1,063,853	1,063,853	1,063,853
Other Expenses	5,625	3,550	3,550	3,550	3,550	3,550	3,550	3,550
<i>Other Current Expenses</i>								
Support Services for Veterans	150	0	0	0	0	0	0	0
Total-General Fund	1,175,658	1,067,403	1,067,403	1,067,403	1,067,403	1,067,403	1,067,403	1,067,403
<i>Other Funds Available</i>								
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	1,508,745	2,361,749	960,000	960,000	960,000	960,000	960,000	960,000
Total - All Funds	2,684,403	3,429,152	2,027,403	2,027,403	2,027,403	2,027,403	2,027,403	2,027,403

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Current Expenses by Minor Object</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Personal Services</i>	Actual	Estimated	Requested	Recommended	Requested	Recommended
Salaries & Wages-Full Time	15,316,086	14,877,521	14,877,521	14,030,063	14,877,521	14,030,063
Salaries & Wages-Temporary	233,580	520,000	520,000	520,000	520,000	520,000
Salaries & Wages-Part Time	3,230,790	3,189,600	3,189,600	3,155,887	3,189,600	3,155,887
Longevity Payments	93,496	91,222	91,222	91,222	91,222	91,222
Overtime	2,023,876	1,766,500	1,766,500	1,186,500	1,766,500	1,186,500

Accumulated Leave	123,925	241,023	241,023	241,023	241,023	241,023
Other Salaries & Wages	648,307	625,000	625,000	625,000	625,000	625,000
Other	204,005	64,500	64,500	64,500	64,500	64,500
TOTAL - Personal Services-Personal Services	21,874,065	21,375,366	21,375,366	19,914,195	21,375,366	19,914,195

Other Expenses

Adjustments	-36	0	0	0	0	0
Communications	91,689	94,000	94,000	94,000	94,000	94,000
Electricity	533,256	510,000	510,000	510,000	510,000	510,000
Employee Travel	2,728	0	0	0	0	0
Equipment Rental and Maintenance	155,778	149,800	149,800	149,800	149,800	149,800
Food And Beverages	1,014,593	100,000	100,000	5,478	100,000	5,478
Information Technology	58,104	152,644	152,644	152,644	152,644	152,644
Motor Vehicle Costs	32,840	171,317	171,317	171,317	171,317	171,317
Natural Gas	381,301	360,000	360,000	360,000	360,000	360,000
Oil #2	16,908	30,000	30,000	30,000	30,000	30,000
Other Services	543,431	357,000	357,000	357,000	357,000	357,000
Premises Expenses	648,903	615,000	615,000	615,000	615,000	615,000
Professional Services	226,395	300,000	300,000	300,000	300,000	300,000
Propane	130	1,000	1,000	1,000	1,000	1,000
Purchased Commodities	876,329	170,000	170,000	170,000	170,000	170,000
Water	132,314	140,000	140,000	140,000	140,000	140,000
TOTAL-Other Expenses	4,714,663	3,150,761	3,150,761	3,056,239	3,150,761	3,056,239

Other Current Expenses

Support Services for Veterans	178,691	0	0	0	0	0
SSMF Administration	550,296	527,104	527,104	521,833	527,104	521,833
TOTAL-Other Current Expenses	728,987	527,104	527,104	521,833	527,104	521,833

Pmts to Other Than Local Govts

Burial Expenses	7,128	6,666	6,666	6,467	6,666	6,467
Headstones	279,620	307,834	307,834	250,000	307,834	250,000
TOTAL-Pmts to Other Than Local Govts	286,748	314,500	314,500	256,467	314,500	256,467

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	21,874,065	21,375,366	21,375,366	19,914,195	21,375,366	19,914,195
Other Expenses	4,714,663	3,150,761	3,150,761	3,056,239	3,150,761	3,056,239
Other Current Expenses	728,987	527,104	527,104	521,833	527,104	521,833
Pmts to Other Than Local Govts	286,748	314,500	314,500	256,467	314,500	256,467
TOTAL-General Fund	27,604,463	25,367,731	25,367,731	23,748,734	25,367,731	23,748,734

DEPARTMENT OF ADMINISTRATIVE SERVICES

AGENCY DESCRIPTION

The Department of Administrative Services' mission is to establish statewide policy and provide assistance to agencies on matters related to purchasing, collections, motor vehicle fleet, human resources, information technology (IT), property and facilities management, design and construction of state facilities, state building and fire code administration, school construction grant administration, and to supply the best possible people, goods and services to the agencies in accordance with their business needs, and within statutory requirements.

The department has four core functions that cut across all programs:

(1) Protecting the public and the state by developing and enforcing state building and fire codes, conducting inspections and providing training across the state, maintaining IT and physical premises security, and insuring and managing risk related to state buildings,

employees, and other assets; (2) Reducing costs by eliminating redundancy through centralized services such as collections, technology, construction services, procurement and other administrative functions; (3) Utilizing specialized skills and expertise to assist agencies to lower overall statewide costs, maximize revenues and create efficiencies; and (4) Fostering economic growth in the State through the timely management and completion of state building and public school construction projects.

DAS' services enable the State to save money by taking advantage of economies of scale and streamlining services and processes. The services provided help state agencies, municipalities, vendors, colleges and universities, non-profit organizations and the public at large.

RECOMMENDED SIGNIFICANT CHANGES

Baseline Adjustments	2017-2018	2018-2019
<ul style="list-style-type: none"> Provide Funds for Increases in Insurance Premiums and Coverage for a New Rail Line - Special Transportation Fund <i>Beginning in FY 2018, the Insurance and Risk Management Board will be required to purchase insurance on the New Haven to Springfield rail line.</i> 	2,073,723	2,280,715
<ul style="list-style-type: none"> Annualize Costs of Occupancy at 450 Columbus <i>Ten months of funding was provided in FY 2017; this adjustment annualizes the full year costs of occupancy.</i> 	656,461	656,461
<ul style="list-style-type: none"> Provide Funding for the Workers' Compensation Third Party Administrator 	653,648	653,648
<ul style="list-style-type: none"> Provide Funds for Projected Lease Cost Increases 	416,662	1,169,429
<ul style="list-style-type: none"> Provide Funds for Contractual Security Guard Increases <i>Effective June 1, 2016, the hourly wage rate for security guards was increased, and additional increases are scheduled with the last increase on September 1, 2018.</i> 	179,573	364,534
<ul style="list-style-type: none"> Provide Funds for Insurance Premiums and Claims Increases 	65,909	329,606
<ul style="list-style-type: none"> Provide Funds for Projected Property Tax Increases 	11,053	11,053
<ul style="list-style-type: none"> Provide Funds for State Employee Surety Bond Renewal 	2,874	84,449
Reductions	2017-2018	2018-2019
<ul style="list-style-type: none"> Annualize FY 2017 Holdbacks <i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i> 	-2,844,469	-2,844,469
<ul style="list-style-type: none"> Reduce Funds Due to Temporary Closure of 165 Capitol Avenue 	-2,288,112	-2,208,372
<ul style="list-style-type: none"> Reduce the Insurance and Risk Management Account 	-1,222,692	-1,222,692
<ul style="list-style-type: none"> Reduce Funding to Reflect Vacating 25 Sigourney Street 	-945,394	-945,394
<ul style="list-style-type: none"> Reduce Funds for Insurance and Risk Management - Special Transportation Fund 	-896,058	-896,058
<ul style="list-style-type: none"> Reduce Funds to Reflect Decreased Use of the State Mainframe Computer 	-337,389	-337,389
<ul style="list-style-type: none"> Reduce Funds for Training, Travel and Other Discretionary Expenses 	-205,752	-205,752
<ul style="list-style-type: none"> Phase-out General Fund Support for the Connecticut Education Network (CEN) <i>The first year reduction represents a renegotiation of existing CEN maintenance contracts; the second year reduction eliminates General Fund support for the program.</i> 	-114,093	-1,067,000
<ul style="list-style-type: none"> Reduce Funds Due to Termination of Lease at 999 Asylum Avenue 	-79,686	-79,686

• Reduce Funding for the Loss Control Account	-7,205	-7,205	
Reallocations	2017-2018	2018-2019	
• Reallocate Funds from the Department of Emergency Services and Public Protection for Unutilized Office Space	102,000	102,000	
• Transfer Ownership of 25 Sigourney Street to the Department of Transportation	-912,800	-912,800	
<i>Transfer ownership and maintenance of 25 Sigourney Street to the Department of Transportation effective July 1, 2017.</i>			
• Reallocate Funds from the Management Services Account to Other Expenses	0	0	
<i>Combines funding for all state owned properties managed by DAS under one account.</i>			
• Reallocate Two Positions to the Watchdog Agencies for Human Resources and Fiscal Duties	0	0	
<i>Via MOU, DAS provided an HR Specialist and a Fiscal Administrative Assistant to the watchdog agencies in FY 2017. This option reduces DAS' authorized count by transferring the positions to the appropriate watchdog agencies.</i>			
Expansions	2017-2018	2018-2019	2019-2020
• Provide Funds for E-Licensing Expansion	190,000	85,000	85,000
<i>Funding is provided for e-licensing for the drinking water section of the Department of Public Health. Additionally, funding for expanded e-licensing capabilities for four state agencies is included.</i>			

AGENCY PROGRAMS

Personnel Summary								
<i>Permanent Full-Time Positions</i>	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	520	145	0	665	665	663	665	663
Private Funds	52	14	1	67	67	67	67	67

Agency Program by Total Funds	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Construction Management	85,295,015	84,432,291	84,436,034	84,432,291	84,327,432	84,434,811	84,432,291	84,327,432
Facilities & Property Mgmt	47,849,734	45,732,105	49,963,340	47,015,714	42,246,622	50,898,088	47,953,442	43,264,090
Enterprise Systems & Technology	29,880,782	29,175,623	28,931,609	28,931,609	28,241,115	28,931,609	28,931,609	27,183,208
Central Administration	31,811,802	29,353,793	30,026,520	30,007,441	28,266,791	30,024,270	30,007,441	28,266,791
Boards and Commissions	19,672,192	23,481,475	25,623,981	25,623,981	23,367,426	26,176,245	26,176,245	23,919,690
TOTAL Agency Programs - All Funds Gross	214,509,525	212,175,287	218,981,484	216,011,036	206,449,386	220,465,023	217,501,028	206,961,211

Summary of Funding								
General Fund	129,162,606	126,035,657	130,992,285	128,021,837	119,356,245	132,268,832	129,304,837	119,661,078
Special Transportation Fund	6,390,246	8,960,575	11,034,298	11,034,298	10,138,240	11,241,290	11,241,290	10,345,232
Federal Funds	3,251,182	2,431,597	2,431,597	2,431,597	2,431,597	2,431,597	2,431,597	2,431,597
Private Funds	10,594,544	9,396,052	9,415,852	9,415,852	9,415,852	9,415,852	9,415,852	9,415,852
Special Non-Appropriated Funds	64,952,560	65,107,452	65,107,452	65,107,452	65,107,452	65,107,452	65,107,452	65,107,452
Restricted State Accounts	292,593	243,954	0	0	0	0	0	0
Total Agency Programs	214,643,731	212,175,287	218,981,484	216,011,036	206,449,386	220,465,023	217,501,028	206,961,211

CONSTRUCTION MANAGEMENT

Statutory Reference

C.G.S. Sections 4b-1, 10-284, and 29-250.

Statement of Need and Program Objectives

To manage the planning, design and construction of state-owned facilities. To provide technical assistance to agency facility managers, including all state-managed institutions. To develop, and administer, the state's building, fire safety, and fire prevention codes. To ensure

compliance with building and fire codes for all large scale state construction projects. To certify and provide training for local code officials.

Program Description

Construction Management provides technical assistance and oversight of the design and construction of state capital projects. The capital project responsibilities include the Qualifications-Based Selection of architects and engineers, construction contractor

procurement, and the management of the design effort and the construction work. The bureau is responsible for ensuring code compliance for all large-scale state owned construction projects by performing plan reviews, conducting inspections and issuing certificates of occupancy.

The State Building Inspector and State Fire Marshal staff develop, publish and administer a broad range of codes and agency regulations

intended to protect the public from natural or technological failure or disaster.

The Office of Education and Data Management administers licensing and certification programs and continuing education for local building officials and fire marshals.

Personnel Summary								
<i>Permanent Full-Time Positions</i>								
	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	70	11	-1	80	80	80	80	80
Private Funds	51	14	0	65	65	65	65	65
Financial Summary by Program								
<i>General Fund</i>								
	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	8,281,305	8,635,665	8,635,665	8,635,665	8,635,665	8,635,665	8,635,665	8,635,665
Other Expenses	1,205,459	1,165,347	1,169,090	1,165,347	1,060,488	1,167,867	1,165,347	1,060,488
<u>Other Current Expenses</u>								
IT Services	114,689	232,080	232,080	232,080	232,080	232,080	232,080	232,080
Total-General Fund	9,601,453	10,033,092	10,036,835	10,033,092	9,928,233	10,035,612	10,033,092	9,928,233
<i>Other Funds Available</i>								
	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	8,290,344	6,917,602	6,917,602	6,917,602	6,917,602	6,917,602	6,917,602	6,917,602
Special Non-Appropriated Funds	64,700,979	65,050,000	65,050,000	65,050,000	65,050,000	65,050,000	65,050,000	65,050,000
<i>Federal Contributions</i>								
	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
12400 Military Construction, National Guard	-2,085	92,087	92,087	92,087	92,087	92,087	92,087	92,087
12401 National Guard Military Operations and Maintenance	629,741	629,741	629,741	629,741	629,741	629,741	629,741	629,741
64005 Grants Construction of State Home Facilities	364,814	0	0	0	0	0	0	0
64203 State Cemetery Grants	1,709,769	1,709,769	1,709,769	1,709,769	1,709,769	1,709,769	1,709,769	1,709,769
Total - All Funds	85,295,015	84,432,291	84,436,034	84,432,291	84,327,432	84,434,811	84,432,291	84,327,432

CENTRAL ADMINISTRATION

Statutory References

C.G.S. Chapters 57, 58, 59, 60a, 61 and 67; Sections 1-83(a)(2), 1-101rr, 31-284a, and 46a-68(b).

Statement of Need and Program Objectives

To set agency policy and direction, allocate, manage and monitor agency programs and resources, and provide legal and legislative support to DAS. To provide Equal Employment Opportunity and Affirmative Action services. To provide written and electronic communications and print, media and web design services. To maximize revenue through collection of money owed to the State. To provide financial services to DAS and several small agencies. To provide statewide human resource planning and training. To administer the Workers' Compensation program and promote a culture of safety. To

provide and maintain vehicles that meet the diverse needs of state agencies in a timely and cost effective manner. To review and approve applications for state school construction grants.

Program Description

In addition to the Office of the Commissioner, Central Administration includes the legislative and business office operations of the agency.

The Equal Employment Opportunity/Affirmative Action (EEO/AA) Unit develops and implements Affirmative Action Plans and goals for DAS and several other agencies.

The Communications Unit develops a wide range of communications and marketing materials, and provides graphic and web design services.

Collections Services provides billing and collection services for care provided by the Departments of Developmental Services, Social Services, Mental Health and Addiction Services, Children and Families, Correction, and Veterans Affairs, as well as ninety towns participating in the School Based Child and Health Services Program. Collections Services also maintains trustee accounts for individuals residing in state humane institutions. In addition, this division administers the State and Federal Tax Intercept Program.

Statewide Human Resources designs and manages human resources systems for state agencies; provides quality control and auditing of personnel transactions; develops and administers employment examinations for all classified competitive job titles in the State; offers training for state employees; and provides services in the areas of organizational design, classification, staffing, job evaluation, compensation and the administration of HR laws and regulations.

The DAS SmART (Small Agency Resource Team) unit performs various human resources functions, payroll functions, benefit administration, and fiscal services for several small state agencies.

The Workers' Compensation Unit administers the state workers' compensation program and offers a wide array of loss control and safety services statewide. This division also manages the master property and casualty insurance program for state-funded and federally-funded housing units.

Fleet Services acquires, maintains, replaces and disposes of motor vehicles for the State.

The Procurement Unit manages the statewide procurement of goods and services and related activities, such the certification of Connecticut small and minority businesses, prequalification of construction contractors, administration of the State p-card program, and administration of the surplus property programs.

The Office of School Construction Grants and Review provides technical review of the design documents for state funded local school construction projects and is responsible for the review and approval of requests for grant funding for local school construction.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	272	116	-13	375	375	373	375	373
<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	23,678,868	22,433,453	22,433,453	22,433,453	20,939,618	22,433,453	22,433,453	20,939,618
Other Expenses	1,709,599	1,173,151	1,175,401	1,173,151	1,072,258	1,173,151	1,173,151	1,072,258
<i>Other Current Expenses</i>								
Tuition Reimbursement - Training and Travel	438,334	0	0	0	0	0	0	0
Loss Control Risk Management	98,934	102,927	102,927	102,927	92,634	102,927	102,927	92,634
Employees' Review Board	15,476	18,155	18,155	18,155	17,611	18,155	18,155	17,611
Quality of Work-Life	24,300	0	0	0	0	0	0	0
Refunds Of Collections	21,650	22,116	22,116	22,116	21,453	22,116	22,116	21,453
W. C. Administrator	4,908,333	4,480,774	5,134,422	5,134,422	5,000,000	5,134,422	5,134,422	5,000,000
IT Services	366,801	1,123,217	1,140,046	1,123,217	1,123,217	1,140,046	1,123,217	1,123,217
Other Current Expenses	5,873,828	5,747,189	6,417,666	6,400,837	6,254,915	6,417,666	6,400,837	6,254,915
Total-General Fund	31,262,295	29,353,793	30,026,520	30,007,441	28,266,791	30,024,270	30,007,441	28,266,791
<i>Other Funds Available</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
Private Funds	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	564	0	0	0	0	0	0	0
<i>Federal Contributions</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
10560 State Admin Expenses Child Nutrition	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
10560 State Admin Expenses Child Nutrition	392,386	0	0	0	0	0	0	0
97036 Public Assistance Grants	156,557	0	0	0	0	0	0	0
Total - All Funds	31,811,802	29,353,793	30,026,520	30,007,441	28,266,791	30,024,270	30,007,441	28,266,791

BOARDS AND COMMISSIONS

Statutory Reference

C.G.S. Sections 4b-3, 4-142a et seq., 4a-19-4a-21, and 6-38b.

Statement Of Need And Program Objectives

To provide oversight of the leasing, sale and acquisition of real estate, as well as proposals for the hiring of architects and engineers to ensure financial prudence and compliance with law. To hear and determine all claims against the State except those claims specifically exempted in statute. To appoint and oversee the administration of the State Marshals. To determine the method by which the State insures itself against losses, to direct the negotiations for purchase of insurance for the State, to develop and implement risk management and loss prevention programs related to state insurance plans, and to designate the State's agent(s) of record.

Program Description

The State Properties Review Board reviews and approves transactions involving the acquisition, leasing, and development of land and

buildings for state use. The board also reviews the sale or lease of surplus state buildings and land and acquisition of highway and railroad rights-of-way.

The Office of the Claims Commissioner conducts hearings for claims seeking more than \$7,500 and/or permission to sue the state, adjudicates all claims against the state for less than \$7,500 and decides which claims meet the statutory rules warranting a waiver of the sovereign immunity of the state.

The State Marshal Commission establishes professional standards, including training requirements and minimum fees for the execution and service of process. The commission investigates and resolves complaints brought against State Marshals.

The State Insurance and Risk Management Board implements risk management and loss prevention programs and determines the method by which the State shall insure its assets and personnel.

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	8	1	0	9	9	9	9	9
<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	913,712	870,412	870,412	870,412	870,412	870,412	870,412	870,412
Other Expenses	268,224	0	0	0	0	0	0	0
<i>Other Current Expenses</i>								
Surety Bonds for State Officials and Employees	125,367	65,026	67,900	67,900	65,949	149,475	149,475	147,524
State Insurance and Risk Mgmt Operations	11,942,226	13,585,462	13,651,371	13,651,371	12,292,825	13,915,068	13,915,068	12,556,522
IT Services	32,417	0	0	0	0	0	0	0
Other Current Expenses	12,100,010	13,650,488	13,719,271	13,719,271	12,358,774	14,064,543	14,064,543	12,704,046
Total-General Fund	13,281,946	14,520,900	14,589,683	14,589,683	13,229,186	14,934,955	14,934,955	13,574,458
<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>Special Transportation Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
State Insurance and Risk Mgmt Operations	6,390,246	8,960,575	11,034,298	11,034,298	10,138,240	11,241,290	11,241,290	10,345,232
Total-Special Transportation Fund	6,390,246	8,960,575	11,034,298	11,034,298	10,138,240	11,241,290	11,241,290	10,345,232
Total - All Funds	19,672,192	23,481,475	25,623,981	25,623,981	23,367,426	26,176,245	26,176,245	23,919,690

AGENCY FINANCIAL SUMMARY - GENERAL FUND

Current Expenses by Minor Object *Personal Services*

FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
Actual	Estimated	Requested	Recommended	Requested	Recommended

Salaries & Wages-Full Time	46,493,584	46,411,420	46,411,420	44,917,585	46,411,420	44,917,585
Salaries & Wages-Temporary	72,556	100,555	100,555	100,555	100,555	100,555
Salaries & Wages-Part Time	140,561	138,748	138,748	138,748	138,748	138,748
Longevity Payments	263,990	246,957	246,957	246,957	246,957	246,957
Overtime	241,770	447,262	447,262	447,262	447,262	447,262
Accumulated Leave	804,706	0	0	0	0	0
Other Salaries & Wages	356,234	376,515	376,515	376,515	376,515	376,515
Reimbursements	0	-313,943	-313,943	-313,943	-313,943	-313,943
Other	111,802	2,387,000	2,387,000	2,387,000	2,387,000	2,387,000
TOTAL - Personal Services-Personal Services	48,485,203	49,794,514	49,794,514	48,300,679	49,794,514	48,300,679

Other Expenses

Capital Outlays	530,797	0	0	0	0	0
Chilled Water	836,011	644,600	644,600	504,690	644,600	504,690
Communications	904,091	116,345	116,345	130,420	116,345	130,420
Diesel-Generator	0	100	100	1,100	100	1,100
Electricity	6,625,008	6,641,816	6,763,440	6,346,867	6,763,440	6,346,867
Employee Expenses	29,318	11,706	11,706	3,501	11,706	3,501
Employee Travel	34,669	30,361	30,361	25,142	30,361	25,142
Equipment Rental and Maintenance	198,179	221,092	226,132	191,174	226,132	191,174
Food And Beverages	40,633	38,347	38,347	38,347	38,347	38,347
Hot Water	897,826	996,050	996,050	918,045	996,050	918,045
Information Technology	1,137,524	375,667	376,754	298,031	376,754	298,031
Motor Vehicle Costs	552,637	571,648	571,648	593,397	571,648	593,397
Natural Gas	419,133	525,600	525,600	669,556	525,600	669,556
Natural Gas and Propane	0	0	9,202	0	9,202	0
Oil #2	4,018	8,680	8,680	55,880	8,680	55,880
Other / Fixed Charges	215	20	20	20	20	20
Other Services	650,948	1,155,756	1,298,756	1,123,100	1,298,756	1,123,100
Premises Expenses	19,476,221	18,057,313	20,307,935	17,592,767	20,475,073	17,839,864
Professional Services	865,882	1,079,824	1,093,479	1,197,820	1,093,479	1,211,931
Propane	544	940	940	940	940	940
Purchased Commodities	569,891	148,520	154,819	109,495	148,520	109,495
Reimbursements	-2,884,221	-840,717	-840,717	-840,717	-840,717	-840,717
Salaries and Wages	10,969	0	0	0	0	0
Sewer	185,157	193,474	193,474	216,526	193,474	216,526
Water	161,427	177,203	179,132	216,380	179,132	216,380
TOTAL-Other Expenses	31,246,877	30,154,345	32,706,803	29,392,481	32,867,642	29,653,689

Other Current Expenses

Tuition Reimbursement - Training and Travel	438,334	0	0	0	0	0
Management Services	4,177,121	3,089,993	3,125,056	0	3,139,236	0
Loss Control Risk Management	98,934	102,927	102,927	92,634	102,927	92,634
Employees' Review Board	15,476	18,155	18,155	17,611	18,155	17,611
Surety Bonds for State Officials and Employees	125,367	65,026	67,900	65,949	149,475	147,524
Quality of Work-Life	24,300	0	0	0	0	0
Refunds Of Collections	21,650	22,116	22,116	21,453	22,116	21,453
Rents and Moving	10,999,900	10,421,930	11,967,277	10,562,692	12,723,533	11,318,952

W. C. Administrator	4,908,333	4,480,774	5,134,422	5,000,000	5,134,422	5,000,000
Connecticut Education Network	2,764,393	1,100,000	1,100,000	952,907	1,100,000	0
State Insurance and Risk Mgmt Operations	11,942,226	13,585,462	13,651,371	12,292,825	13,915,068	12,556,522
IT Services	13,914,492	13,200,415	13,301,744	12,657,014	13,301,744	12,552,014
TOTAL-Other Current Expenses	49,430,526	46,086,798	48,490,968	41,663,085	49,606,676	41,706,710

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended
Personal Services	48,485,203	49,794,514	49,794,514	48,300,679	49,794,514	48,300,679
Other Expenses	31,246,877	30,154,345	32,706,803	29,392,481	32,867,642	29,653,689
Other Current Expenses	49,430,526	46,086,798	48,490,968	41,663,085	49,606,676	41,706,710
TOTAL-General Fund	129,162,606	126,035,657	130,992,285	119,356,245	132,268,832	119,661,078

AGENCY FINANCIAL SUMMARY - SPECIAL TRANSPORTATION FUND

Other Current Expenses

State Insurance and Risk Mgmt Operations	6,390,246	8,960,575	11,034,298	10,138,240	11,241,290	10,345,232
TOTAL-Other Current Expenses	6,390,246	8,960,575	11,034,298	10,138,240	11,241,290	10,345,232

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended
Other Current Expenses	6,390,246	8,960,575	11,034,298	10,138,240	11,241,290	10,345,232
TOTAL-Special Transportation Fund	6,390,246	8,960,575	11,034,298	10,138,240	11,241,290	10,345,232

ATTORNEY GENERAL

<http://www.ct.gov/ag>

AGENCY DESCRIPTION

The Attorney General is the chief legal officer of the State of Connecticut. The Attorney General's Office serves as legal counsel to all state agencies and acts to protect the public interest for the people of the State of Connecticut.

The mission of the office is to represent and advocate the interests of the state and its citizens, to ensure that state government acts within the letter and spirit of the law, to protect public resources for present and future generations, to preserve and enhance the quality of life of all the state's citizens, and to safeguard the rights of its most vulnerable citizens.

RECOMMENDED SIGNIFICANT CHANGES

Reductions

	<u>2017-2018</u>	<u>2018-2019</u>
• Annualize FY 2017 Holdbacks	-971,046	-971,046
<i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i>		
• Reduce Funding for Personal Services	-105,000	-105,000

AGENCY PROGRAMS

<i>Personnel Summary</i>	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	<u>Filled</u>	<u>Vacant</u>	<u>Change</u>	<u>Total</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	276	27	0	303	303	303	303	303
Private Funds	2	0	0	2	2	2	2	2
Second Injury Fund	9	2	0	11	11	11	11	11
<i>Other Positions Equated to Full-Time</i>			<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>
General Fund			<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
			8	6	6	6	6	6
<i>Agency Program by Total Funds</i>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2019</u>	<u>FY 2019</u>
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>
Legal Services	33,438,066	35,248,256	35,376,256	35,376,256	34,300,210	35,388,256	35,388,256	34,312,210
TOTAL Agency Programs - All Funds Gross	33,438,066	35,248,256	35,376,256	35,376,256	34,300,210	35,388,256	35,388,256	34,312,210
<i>Summary of Funding</i>								
General Fund	30,574,460	32,368,256	32,368,256	32,368,256	31,292,210	32,368,256	32,368,256	31,292,210
Federal Funds	95,274	0	0	0	0	0	0	0
Private Funds	640,075	825,000	950,000	950,000	950,000	960,000	960,000	960,000
Second Injury Fund	2,053,353	2,055,000	2,058,000	2,058,000	2,058,000	2,060,000	2,060,000	2,060,000
Special Non-Appropriated Funds	74,904	0	0	0	0	0	0	0
Total Agency Programs	33,438,066	35,248,256	35,376,256	35,376,256	34,300,210	35,388,256	35,388,256	34,312,210

LEGAL SERVICES

Statutory Reference

C.G.S. Sections 3-124 through 3-131.

Statement of Need and Program Objectives

To facilitate the efficient and effective provision of state services by preventing legal problems from impeding state operations. To advocate before the courts and administrative boards the rights and welfare of citizens of the state and the public policies of Connecticut.

Program Description

The Office of the Attorney General is organized into one administrative and fifteen legal departments. Each of the fifteen departments provides the entire range of legal services to groups of state agencies. These legal services consist primarily of counseling and representation. The counseling function includes the rendering of informal advice and preparation of formal opinions, as well as the

drafting and review of regulations, contracts and other instruments for legal sufficiency. The representation function involves representing all state agencies and employees, elected and appointed officials in their official capacities in all phases of litigation in federal and state courts and in administrative proceedings. The office also initiates affirmative litigation as appropriate.

The central management of the Office of the Attorney General includes an executive and administrative staff. The executive staff oversees, directs and manages litigation and the provision of legal services, including contract review and issuance of advisory opinions; oversees education to the public on legal issues; and formulates proposed legislation. The administrative staff manages all business operations, recruits and trains personnel, maintains the information systems and plans and develops systems to improve the efficiency and effectiveness of the office.

Program Measures		FY 2016	FY 2017	FY 2018	FY 2019
		Actual	Estimated	Projected	Projected
Formal Written Opinions		6	7	7	8
Court Cases Completed		18,926	19,000	19,100	19,200
Legal Documents Examined		6,869	6,500	6,600	6,650
General Fund Dollars Collected		201,872	225,000	230,000	235,000
Revenue Generated for Special Funds		21,000,200	21,000,000	2,000,000	2,000,000
Revenue Awarded or Paid to Individuals or Businesses		355,432	350,000	355,000	355,500

Personnel Summary		FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>		Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund		276	27	0	303	303	303	303	303
Private Funds		2	0	0	2	2	2	2	2
Second Injury Fund		9	2	0	11	11	11	11	11

<i>Other Positions Equated to Full-Time</i>		FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
		Actual	Estimated	Requested	Recommended	Requested	Recommended
General Fund		8	6	6	6	6	6

Financial Summary by Program		FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>		Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services		29,582,649	31,369,385	31,369,385	31,369,385	30,323,304	31,369,385	31,369,385	30,323,304
Other Expenses		991,811	998,871	998,871	998,871	968,906	998,871	998,871	968,906
Total-General Fund		30,574,460	32,368,256	32,368,256	32,368,256	31,292,210	32,368,256	32,368,256	31,292,210

<i>Other Funds Available</i>		FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
		Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds		640,075	825,000	950,000	950,000	950,000	960,000	960,000	960,000
Second Injury Fund		2,053,353	2,055,000	2,058,000	2,058,000	2,058,000	2,060,000	2,060,000	2,060,000
Special Non-Appropriated Funds		74,904	0	0	0	0	0	0	0

<i>Federal Contributions</i>		FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
		Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended

66468 Capitalization Grants For Drinking Water	80,000	0	0	0	0	0	0	0
93586 State Court Improvement Program	15,274	0	0	0	0	0	0	0
Total - All Funds	33,438,066	35,248,256	35,376,256	35,376,256	34,300,210	35,388,256	35,388,256	34,312,210

AGENCY FINANCIAL SUMMARY - GENERAL FUND

<i>Current Expenses by Minor Object</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Personal Services</i>	Actual	Estimated	Requested	Recommended	Requested	Recommended
Salaries & Wages-Full Time	28,296,940	30,390,919	30,390,919	29,344,838	30,390,919	29,344,838
Salaries & Wages-Temporary	71,030	0	0	0	0	0
Salaries & Wages-Part Time	741,134	630,373	630,373	630,373	630,373	630,373
Longevity Payments	46,125	47,000	47,000	47,000	47,000	47,000
Overtime	522	1,080	1,080	1,080	1,080	1,080
Accumulated Leave	407,755	300,000	300,000	300,000	300,000	300,000
Other Salaries & Wages	-270	0	0	0	0	0
Other	19,413	13	13	13	13	13
TOTAL - Personal Services-Personal Services	29,582,649	31,369,385	31,369,385	30,323,304	31,369,385	30,323,304
 <i>Other Expenses</i>						
Capital Outlays	16,419	27,502	27,502	27,502	27,502	27,502
Communications	88,156	90,652	90,652	90,652	90,652	90,652
Electricity	4,592	4,601	4,601	4,601	4,601	4,601
Employee Benefits	0	8	8	8	8	8
Employee Expenses	3,120	6,003	6,003	6,003	6,003	6,003
Employee Travel	140,743	135,000	135,000	135,000	135,000	135,000
Equipment Rental and Maintenance	65,600	61,302	61,302	61,302	61,302	61,302
Information Technology	108,064	122,966	122,966	122,966	122,966	122,966
Motor Vehicle Costs	15,873	15,802	15,802	15,802	15,802	15,802
Other / Fixed Charges	0	2	2	2	2	2
Other Services	339,178	332,142	332,142	302,177	332,142	302,177
Premises Expenses	63,469	67,003	67,003	67,003	67,003	67,003
Premises Rent Expense-Landlord	30,062	30,063	30,063	30,063	30,063	30,063
Professional Services	6,053	7,107	7,107	7,107	7,107	7,107
Purchased Commodities	110,482	98,718	98,718	98,718	98,718	98,718
TOTAL-Other Expenses	991,811	998,871	998,871	968,906	998,871	968,906
 <i>Character & Major Object Summary</i>						
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended
Personal Services	29,582,649	31,369,385	31,369,385	30,323,304	31,369,385	30,323,304
Other Expenses	991,811	998,871	998,871	968,906	998,871	968,906
TOTAL-General Fund	30,574,460	32,368,256	32,368,256	31,292,210	32,368,256	31,292,210

DIVISION OF CRIMINAL JUSTICE

AGENCY DESCRIPTION

The Division of Criminal Justice is constitutionally charged with the investigation and prosecution of all criminal matters in the Superior Court. Pursuant to Article 23 of the Connecticut Constitution, the division's mission is to contribute to the due process of criminal law and to achieve justice. Article 23, enacted by the voters in 1984, established the division as an Executive Branch agency and transferred it from the Judicial Branch.

The Chief State's Attorney, as administrative head of the agency, is responsible for planning and establishing agency policy and administering the operations and activities of the central office and over 50 prosecutor's offices throughout the state.

The division is organized into three major activity areas: investigation and prosecution, appellate and collateral litigation, and management and support services. These program areas include: prosecution of all felonies, misdemeanors, infractions, motor vehicle offenses and violations arising under state statutes; and investigation and

prosecution of particular crimes and offenses of statewide scope and/or requiring special expertise and representation of the state in all appellate, post-trial and post-conviction proceedings related to criminal matters.

The division has expanded its activities in the areas of public integrity, "cold case" investigation, prosecution of elder abuse, Medicaid fraud, Unemployment Compensation fraud, gun violence prosecution, computer crime, neighborhood prosecution, shooting task force provision and assistance, domestic violence, youth violence, recorded custodial interrogation research, and impaired driving.

The division attained jurisdiction over juvenile prosecution as a result of Public Act No. 95-225. Juvenile offenders provide special challenges to prosecutors in that some juveniles may best be diverted to rehabilitative programs to avoid judicial action and detention. However, some juvenile offenders commit crimes serious enough to warrant their transfer to the adult docket.

RECOMMENDED SIGNIFICANT CHANGES

Baseline Adjustments	<u>2017-2018</u>	<u>2018-2019</u>
• Provide Funding to Reflect Current Payroll Costs	1,119,166	1,119,166
Reductions	<u>2017-2018</u>	<u>2018-2019</u>
• Annualize FY 2017 Holdback	-1,747,164	-1,747,164
<i>To align budget growth with available resources, funding is reduced to reflect the continuation of allocated bottom-line lapses contained in Public Act 16-2 (May Spec. Sess.).</i>		
• Reflect Turnover Savings - General Fund	-400,000	-400,000
• Reflect Turnover Savings - Workers' Compensation Fund	-69,000	-69,000
Reallocations	<u>2017-2018</u>	<u>2018-2019</u>
• Reallocate Cold Case Unit and Shooting Taskforce to Personal Services and Other Expenses	0	0

AGENCY PROGRAMS

Personnel Summary	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Permanent Full-Time Positions</i>	<u>Filled</u>	<u>Vacant</u>	<u>Change</u>	<u>Total</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
General Fund	470	16	0	486	486	486	486	486
Workers' Compensation Fund	4	0	0	4	4	4	4	4
Federal Funds	6	0	0	6.25	6	6	6	6
Private Funds	3	0	0	2.75	3	3	3	3
Agency Program by Total Funds	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>	<u>Requested</u>	<u>Baseline</u>	<u>Recommended</u>
Management and Support Services	4,278,793	3,836,325	4,037,765	3,836,325	2,089,161	4,038,125	3,836,325	2,089,161
Investigation & Prosecution	45,428,785	43,899,591	43,956,276	44,988,542	44,519,542	43,988,001	44,998,542	44,529,542

Appellate & Collateral Litigation	5,357,674	4,811,912	4,823,572	4,811,912	4,811,912	4,826,487	4,811,912	4,811,912
TOTAL Agency Programs - All Funds Gross	55,065,252	52,547,828	52,817,613	53,636,779	51,420,615	52,852,613	53,646,779	51,430,615
<i>Summary of Funding</i>								
General Fund	53,190,691	50,458,943	50,758,943	51,578,109	49,430,945	50,783,943	51,578,109	49,430,945
Workers' Compensation Fund	544,637	755,670	755,670	755,670	686,670	755,670	755,670	686,670
Federal Funds	1,057,596	1,047,911	1,017,500	1,017,500	1,017,500	1,027,500	1,027,500	1,027,500
Private Funds	272,328	285,304	285,500	285,500	285,500	285,500	285,500	285,500
Total Agency Programs	55,065,252	52,547,828	52,817,613	53,636,779	51,420,615	52,852,613	53,646,779	51,430,615

MANAGEMENT AND SUPPORT SERVICES

Statutory Reference

C.G.S. Sections 51-276 and 54-142h.

Statement of Need and Program Objectives

To direct and coordinate the policy, planning and administration of the Division of Criminal Justice. To ensure that the personnel, payroll, budgeting, accounting, information technology, training and service requirements of the central office and 50 geographically disparate field offices are met in a timely and efficient manner.

Program Description

Management and Support Services coordinate a variety of activities and services that respond to the programmatic and logistical demands of the division. The responsibilities include: establishing and enforcing policy for the division, developing and supporting legislation related to the criminal justice process, coordinating training and developing manuals related to new issues in prosecution and the law, implementing collective bargaining agreements and coordinating all contracts and grant applications and awards.

The central office also handles planning, implementation and service delivery for budget, payroll, purchasing, accounting, auditing, data

systems, inventory control, communications and personnel functions, including labor relations. Financial and personnel records are maintained for each office location and in aggregate.

Management and Support Services also provides information technology policies and strategies (in conjunction with the Department of Administrative Services' Bureau of Enterprise Systems and Technology, law enforcement and other agencies), such as planning for major infrastructure improvements, developing and implementing electronic case management, establishing electronic means for document management and legal research and implementing Criminal Justice Information System initiatives.

The division is steadfast in its core mission - to contribute to the due process of criminal law and to achieve justice - as well as to the most modern application of that mission: prosecution in the public interest. Towards that end the division has expended significant time and effort in examining, codifying and optimizing the role of the prosecutor in the handling of low level offenses; seeking to balance offender accountability with dispositions that serve both the budgetary needs and public safety demands of society.

Program Measures

	FY 2016	FY 2017	FY 2018	FY 2019
	Actual	Estimated	Projected	Projected
Training - Number of Professional Development Experience for all Employees	2,099	2,100	2,100	2,100
Training - Number of Prosecutor Professional Development Training Experiences	468	475	475	475
Training - Number of Employees Trained in Sexual Harassment Prevention	2	5	5	5

Personnel Summary

	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	29	0	0	29	29	29	29	29

Financial Summary by Program

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
General Fund								
Personal Services	3,198,055	2,957,814	2,959,254	2,957,814	1,338,648	2,959,614	2,957,814	1,338,648
Other Expenses	1,073,367	869,425	1,069,425	869,425	845,832	1,069,425	869,425	845,832
<u>Other Current Expenses</u>								
Witness Protection	0	0	0	0	-1,658	0	0	-1,658
Training And Education	2,600	3,642	3,642	3,642	-18,402	3,642	3,642	-18,402

Expert Witnesses	0	0	0	0	-46,757	0	0	-46,757
Medicaid Fraud Control	0	0	0	0	-11,078	0	0	-11,078
Criminal Justice Commission	406	444	444	444	431	444	444	431
Cold Case Unit	0	0	0	0	-12,406	0	0	-12,406
Shooting Taskforce	0	0	0	0	-10,449	0	0	-10,449
Other Current Expenses	3,006	4,086	4,086	4,086	-100,319	4,086	4,086	-100,319
Total-General Fund	4,274,428	3,831,325	4,032,765	3,831,325	2,084,161	4,033,125	3,831,325	2,084,161
<i>Other Funds Available</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Private Funds	1,091	1,250	1,250	1,250	1,250	1,250	1,250	1,250
<i>Federal Contributions</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
16588 Violence Against Women Formula Grants	3,274	3,750	3,750	3,750	3,750	3,750	3,750	3,750
Total - All Funds	4,278,793	3,836,325	4,037,765	3,836,325	2,089,161	4,038,125	3,836,325	2,089,161

INVESTIGATION AND PROSECUTION

Statutory References

C.G.S. Sections 51-276, 51-286e, 54-82l-m and 54-36h. Article XXIII of the Connecticut Constitution.

Statement of Need and Program Objectives

To represent the people of the State of Connecticut in the investigation and prosecution of all felonies, misdemeanors and motor vehicle offenses against the laws of the State of Connecticut and the ordinances of local government after arrest by state or local law enforcement officials.

Program Description

Thirteen Judicial District (JD) State's Attorneys' Offices handle major felonies. Twenty Geographic Area (GA) Offices are responsible for lesser felonies and misdemeanors, including motor vehicle and criminal infractions. Thirteen Juvenile Matters Offices are responsible for juvenile crimes.

Connecticut prosecutors are assigned to specific offices and the process of handling cases is the same in both JD and GA locations.

Throughout the process, significant time may be spent assisting and advising police officers in investigations, carefully reviewing all evidence to ensure that defense counsel is provided all materials that the law requires to be disclosed, and developing trial strategy. Prosecutors also spend a great deal of time discussing cases with judges and defense counsel in an effort to resolve cases by guilty plea rather than trial.

In addition to the ongoing review of filed criminal cases, substantial prosecutor time must be devoted to the review and issuance of arrest, re-arrest and search warrants, as well as post-conviction actions, and the collection of forfeited bail bonds. The division is responsible for the extradition of prisoners from other states and for bringing in witnesses needed for trial who reside in other states.

Juvenile Prosecution became the responsibility of the division of Criminal Justice in 1996. The prosecution of juvenile delinquents and status offenders runs the gamut of offenses from truancy to the most serious of crimes. The division continues to take substantial steps to

improve the effectiveness of juvenile prosecution by providing training on topics related to understanding the child brain and thought process, legal updates and other topics relevant to the effective prosecution of cases, as well as upgrading the technology used by staff. The State's Attorneys provide supervision of the juvenile matters personnel while the Office of the Chief State's Attorney provides statewide coordination of juvenile matters as well as training and educational programs for staff, police agencies, schools and community groups.

The division handles in excess of 13,500 juvenile delinquency and Family With Service Needs (FWSN) matters each year, which, since July 1, 2012, has included 16 and 17 year old youths. The prosecutors assigned to the twelve juvenile courts have worked with the police, probation department and the Department of Children and Families (DCF) to respond to those challenges in a manner that continues the rehabilitative goal of the juvenile justice system while also protecting public safety. Prosecutors serve on numerous committees, task forces and advisory boards that handle juvenile matters as well as participate on community-based diversion panels, such as juveniler review boards, in an effort to divert young, first-time offenders from the court system while still holding them accountable for their actions and providing services to get at the root of the behavior.

The prosecutors' input is also provided to the Juvenile Justice Policy and Oversight Committee, a legislative committee addressing a myriad of juvenile justice related issues, as well as the various workgroups spun off of that committee.

The Office of the Traffic Safety Resource Prosecutor (TSRP) was established in 1992, with the assistance of a grant from the Department of Transportation and National Highway Traffic Safety Administration. The office is housed in the Chief State's Attorney's Office and supports one prosecutor whose primary focus is to provide support services to prosecutors and law enforcement officers on impaired driving matters. To carry out this mission, the TSRP routinely answers field calls, conducts legal research, provides case consultation, and issues legal updates. When requested, the TSRP will also second chair trials, and handle conflict of interest cases. The TSRP

also provides in-service training for prosecutors, teaches at the municipal and state police academies and coordinates cross-training. In addition, the TSRP works on motor vehicle legislation, and serves as a liaison between the Division of Criminal Justice and the Department of Transportation's Highway Safety Office, the Department of Motor Vehicles, the Division of Scientific Services and victim organizations such as Mothers Against Drunk Driving (MADD) and Mourning Parents ACT.

Housing Court Prosecution is responsible for the prosecution of criminal housing matters. Housing cases are initiated upon complaint of a municipal official, or by any other person to a housing prosecutor for violations of a state or municipal health or safety code. "Housing prosecutors", as they are called, are a small unit of multi-judicial district prosecutors who specialize in criminal landlord/tenant disputes, as well as health and safety code laws and enforcement. This equates to approximately 325 prosecutions per year. Additionally, housing prosecutors routinely provide training to state and municipal new and in-service police, fire marshals, building officials, health officials and other housing related officials on the lawful enforcement of Connecticut's various health and safety codes for the purpose of the protection of public health and safety through the prevention of injury, illness, disability and death arising from unsafe housing.

Community Court, through an innovative partnership between the Judicial Branch, city officials and the Division of Criminal Justice, handles "quality of life" offenses which otherwise would be assigned to the regular court docket. These crimes and violations are targeted because of their impact on the public safety of citizens and their contribution to the deterioration of many neighborhoods. In FY 2014, the division handled 10,898 cases, resulting in over 24,000 hours of community service, 1,020 referrals to human service providers and 120 referrals to attorney-directed mediation.

The Office of the Chief State's Attorney conducts investigations and prosecutions on a statewide basis in a number of different specialized areas. These investigations are often highly technical, complex or statewide in nature. In the majority of cases that fall into these areas, referrals will be made from state or local police departments or the State's Attorney's Offices. The division draws upon experienced prosecutors and inspectors to respond to surges in demand in particular program areas and to work more efficiently with the State's Attorneys' offices as well as state, local and federal law enforcement agencies.

The Statewide Prosecution Bureau has responsibility for public integrity matters, elder abuse, and environmental and financial crimes. Highlights include the investigation and prosecution of public corruption, elder abuse prosecutorial activities to combat the increasing incidence of crimes against the elderly (which range from telemarketing scams to physical abuse), environmental laws, election laws and other designated matters. The bureau also investigates organized crime, domestic violence, narcotics and other violent crimes.

The Witness Protection Unit was created in 1999 as a result of Public Act 99-40 and implements the Leroy Brown, Jr. and Karen Clarke Witness Protection Program. The unit administers a statewide program in cooperation with the State's Attorneys and local, state and federal law enforcement agencies, to identify and protect witnesses in criminal proceedings where there is evidence of substantial danger that they may suffer from intimidation or retaliatory violence. Services rendered include providing armed escorts to and from court proceedings, temporary relocation, semi-permanent and permanent relocations in and outside Connecticut and police protection. Since its

inception, the unit has handled 821 witness protection matters and has assisted 2,050 persons.

The Government Program Fraud Bureau, through its constituent subunits, investigates and prosecutes criminal violations relating to economic fraud, social services recipient and provider fraud, and private health care fraud. Significant subunit activities include:

The Worker's Compensation Fraud Unit is responsible for the investigation and prosecution of all matters involving workers' compensation fraud throughout the state. The unit is funded by the Connecticut Workers' Compensation Fund and the staff, comprised of a State's Attorney and police inspectors, works in conjunction with other state agencies and municipal and private insurers. The unit currently has twelve pre-arrest and seven post-arrest cases. Four cases were settled in FY16 with full restitution made in each matter totaling \$134,800.00. An additional \$660,000.00 was saved by insurers entering full and final stipulated agreements with defendants.

The Unemployment Compensation Fraud Unit receives referrals from the Connecticut Department of Labor, the Department of Social Services, the U.S. Attorney's Office, and local police departments regarding fraudulent claims for unemployment compensation benefits. Since its inception in May 2013 the unit has made more than 185 arrests of persons who have defrauded the State of Connecticut of more than \$4.7 million dollars of which the Bureau has recouped in excess of \$1.6 million.

The Medicaid Fraud Control Unit exists and operates pursuant to federal law and is charged with conducting a statewide program for investigating and prosecuting violations of all applicable laws pertaining to fraud in the administration of the Medicaid program, the provision of medical assistance, and the activities of providers of medical assistance under the state Medicaid Plan. The unit's jurisdiction also extends to the investigation and prosecution of complaints of abuse or neglect of patients in health care facilities that receive payments under the state Medicaid Plan, and it may review complaints of the misappropriation of patient's private funds in such facilities. In FY 2015, penalty fees, restitution and recovery collections exceeded \$3.8 million dollars.

Domestic Violence Prosecution in the Division of Criminal Justice, through a combination of state and federal funding, has been enhanced in the Judicial Districts of Ansonia/Milford (special emphasis on sexual assault and stalking), Fairfield, Hartford, New Britain, New Haven, Stamford, Waterbury, and Windham (special emphasis on rural domestic violence and child sexual assault issues) where prosecutors and investigators are given specialized training and handle domestic violence cases exclusively. They work with the Judicial Department, police and social service agencies to create a global approach that recognizes the special needs of victims and the importance of accountability for offenders. This approach includes expertise in the investigation and prosecution of statutory rape and also includes outreach programs designed to prevent teen pregnancy. Federal funding has also enabled the division to conduct in-depth trainings on specialized domestic violence topics including the prosecution of strangulation crimes.

The Cold Case Unit investigates and prosecutes serious crimes that have gone "cold," or unsolved for a long period of time. The cases assigned to this unit typically include unsolved murders, some of which took place decades ago. The unit works with the Connecticut State Police, local police departments, and nationally recognized forensics experts. The unit has obtained convictions in approximately

twenty cases in which arrests have been made, a significant majority of them homicides.

Shooting Task Forces were established by the Office of the Chief State's Attorney in 2011 and currently are deployed in Hartford and New Haven. These teams link experienced Division of Criminal Justice Inspectors with state and local police officers to aggressively investigate cases involving known shooters in Connecticut's most

violent cities. Since the inception of shooting teams in July 2011, the cities of Hartford and New Haven have seen a significant decrease in the number of persons struck by gunfire.

The Centralized Case Presentation Unit, within the Office of the Chief State's Attorney, formed with federal assistance, assists prosecutors statewide in the collection and usage of digitized evidence and in utilizing the latest technology in trial presentations.

Program Measures

	FY 2016	FY 2017	FY 2018	FY 2019
	Actual	Estimated	Projected	Projected
Adult Prosecution - Active pending cases - JD	2,228	2,300	2,300	2,300
Adult Prosecution - Active pending cases - GA (July 1) - includes motor vehicle	55,410	55,500	55,500	55,500
Adult Prosecution - Cases added - JD	2,873	2,900	2,900	2,900
Adult Prosecution - Cases added - GA - includes motor vehicle	271,474	272,000	272,000	272,000
Adult Prosecution - Pending cases per FT JD prosecutor	31	35	35	35
Adult Prosecution - Pending cases per FT GA prosecutor	513	515	515	515
Adult Prosecution - Trials - JD	172	175	175	175
Adult Prosecution - Dispositions - JD	2,748	2,800	2,800	2,800
Adult Prosecution - Dispositions - GA - includes motor vehicle	313,916	315,000	315,000	315,000
Juvenile Prosecution - Delinquency Case In-Take	9,833	10,000	10,000	10,000
Juvenile Prosecution - Delinquency Case Disposals	9,890	10,000	10,000	10,000
Juvenile Prosecution - Family with Service Needs - Intake	3,862	3,900	3,900	3,900
Juvenile Prosecution - Family with Service Needs - Disposals	3,887	3,900	3,900	3,900
Witness Protection - Cases Provided Assistance	39	39	39	39
Medicaid Fraud Control Unit - Investigations Opened	54	54	54	54
Medicaid Fraud Control Unit - Investigations Closed	44	44	44	44
Medicaid Fraud Control Unit - Arrests	8	8	8	8
Medicaid Fraud Control Unit - Convictions	7	7	7	7
Medicaid Fraud Control Unit - Revenue - Fines, Penalties and Settlements	\$7,937,729.00	\$8,000,000.00	\$8,300,000.00	\$8,500,000.00
Workers' Compensation Fraud Control Unit - Referrals	35	35	35	35
Workers' Compensation Fraud Control Unit - Investigations Opened	18	25	25	25
Workers' Compensation Fraud Control Unit - Pre and Post-Arrest Cases	19	25	25	25
Workers' Compensation Fraud Control Unit - Restitution/Monies Saved via Stipulation	\$794,800.00	\$800,000.00	\$800,000.00	\$800,000.00
Criminal Injuries Compensation Fund - Revenues Collected	\$2,345,478.00	\$2,110,930.00	\$1,899,837.00	\$1,709,853.00
Bond Forfeiture - Collections	\$841,392.00	\$757,252.00	\$681,527.00	\$613,374.00
Infractions - Collections	\$9,783,716.00	\$8,764,844.00	\$7,888,360.00	\$7,099,524.00
Asset Forfeiture - Collections	\$2,219,213.00	\$1,997,291.00	\$1,797,562.00	\$1,617,806.00

Personnel Summary

Permanent Full-Time Positions	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Filled	Vacant	Change	Total	Requested	Recommended	Requested	Recommended
General Fund	398	15	0	413	413	413	413	413
Workers' Compensation Fund	4	0	0	4	4	4	4	4
Federal Funds	6	0	0	6.25	6	6	6	6
Private Funds	3	0	0	2.75	3	3	3	3

<i>Financial Summary by Program</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
<i>General Fund</i>	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	39,554,507	37,710,782	37,797,682	38,829,948	39,625,160	37,819,407	38,829,948	39,625,160
Other Expenses	1,304,769	1,310,700	1,310,700	1,310,700	1,378,200	1,310,700	1,310,700	1,378,200
<i>Other Current Expenses</i>								
Witness Protection	246,094	165,806	165,806	165,806	165,806	165,806	165,806	165,806
Training And Education	30,840	43,197	43,197	43,197	43,197	43,197	43,197	43,197
Expert Witnesses	127,605	191,757	191,757	191,757	191,757	191,757	191,757	191,757
Medicaid Fraud Control	1,054,950	1,107,897	1,107,897	1,107,897	1,107,897	1,107,897	1,107,897	1,107,897
Cold Case Unit	176,198	240,619	240,619	240,619	12,406	240,619	240,619	12,406
Shooting Taskforce	1,063,626	1,044,948	1,044,948	1,044,948	10,449	1,044,948	1,044,948	10,449
Other Current Expenses	2,699,313	2,794,224	2,794,224	2,794,224	1,531,512	2,794,224	2,794,224	1,531,512
Total-General Fund	43,558,589	41,815,706	41,902,606	42,934,872	42,534,872	41,924,331	42,934,872	42,534,872
<i>Financial Summary by Program</i>								
<i>Workers' Compensation Fund</i>	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Personal Services	290,570	405,969	405,969	405,969	369,969	405,969	405,969	369,969
Other Expenses	6,912	10,428	10,428	10,428	10,428	10,428	10,428	10,428
<i>Other Current Expenses</i>								
Fringe Benefits	247,155	339,273	339,273	339,273	306,273	339,273	339,273	306,273
Total-Workers' Compensation Fund	544,637	755,670	755,670	755,670	686,670	755,670	755,670	686,670
<i>Other Funds Available</i>								
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
Private Funds	271,237	284,054	284,250	284,250	284,250	284,250	284,250	284,250
<i>Federal Contributions</i>								
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019
	Actual	Estimated	Requested	Baseline	Recommended	Requested	Baseline	Recommended
16560 Justice Research, Evaluation and Development Project	134,578	42,000	0	0	0	0	0	0
16588 Violence Against Women Formula Grants	370,763	402,161	403,750	403,750	403,750	403,750	403,750	403,750
17225 Unemployment Insurance	391,086	425,000	430,000	430,000	430,000	435,000	435,000	435,000
20600 State and Community Highway Safety	20,331	43,750	45,000	45,000	45,000	46,250	46,250	46,250
20607 Alcohol Open Container Requirements	135,861	131,250	135,000	135,000	135,000	138,750	138,750	138,750
20616 National Priority Safety Programs	1,703	0	0	0	0	0	0	0
Total - All Funds	45,428,785	43,899,591	43,956,276	44,988,542	44,519,542	43,988,001	44,998,542	44,529,542

APPELLATE AND COLLATERAL LITIGATION

Statutory Reference

C.G.S. Sections 51-276, 51-277, 51-279 and 51-279b.

Statement of Need and Program Objectives

To participate on behalf of the state in all appellate, post-trial and post-conviction proceedings arising out of the initiation of any criminal action, whether or not the proceedings are denominated civil or criminal for other purposes. To provide research in matters of criminal law and legislation to further specific prosecutorial action and agency policy.

Program Description

Criminal prosecution and investigation generates numerous pre- or post-arrest activities. The Appellate Bureau's activities include:

handling direct appeals in criminal cases, whether in the state or federal appellate court system; representing the state in state and federal habeas corpus matters referred to it by the field offices; conducting legal research to assist division personnel as well as responding to state and municipal law enforcement agencies' information requests; coordinating capital research and litigation on a statewide basis; providing representation of agency interests in collateral litigation, such as habeas corpus and subpoenas of agency personnel and the collection of bonds forfeited in criminal cases.

The bureau also assists in the preparation, editing and publication of legal summaries, manuals and handbooks that are disseminated to division personnel and others to be used in training.

The Civil Litigation Bureau's primary focus is the representation of the division's interests in civil matters not otherwise handled by the agency's prosecutors or the Attorney General's Office. The largest portion of the Bureau's caseload involves responding to petitions for

writs of habeas corpus, which are brought by incarcerated felons seeking to have their convictions overturned. The Bureau currently is defending approximately 1,000 such petitions, the greatest number in its history.

Program Measures

	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected	FY 2019 Projected
State Supreme & Appellate Court Appeals Opened	286	290	290	290
State Supreme & Appellate Court Appeals Closed	167	170	170	170
State Supreme & Appellate Court Appeals Pending	572	580	580	580
Habeas Corpus, State & Federal Court Pending	1,564	1,575	1,575	1,575

Personnel Summary

<i>Permanent Full-Time Positions</i>	FY 2016 Filled	FY 2016 Vacant	FY 2017 Change	FY 2017 Total	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
General Fund	43	1	0	44	44	44	44	44

Financial Summary by Program

<i>General Fund</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Baseline	FY 2018 Recommended	FY 2019 Requested	FY 2019 Baseline	FY 2019 Recommended
Personal Services	5,174,754	4,627,459	4,639,119	4,627,459	4,627,459	4,642,034	4,627,459	4,627,459
Other Expenses	179,204	179,248	179,248	179,248	179,248	179,248	179,248	179,248
<u>Other Current Expenses</u>								
Training And Education	3,716	5,205	5,205	5,205	5,205	5,205	5,205	5,205
Total-General Fund	5,357,674	4,811,912	4,823,572	4,811,912	4,811,912	4,826,487	4,811,912	4,811,912
Total - All Funds	5,357,674	4,811,912	4,823,572	4,811,912	4,811,912	4,826,487	4,811,912	4,811,912

AGENCY FINANCIAL SUMMARY - GENERAL FUND

Current Expenses by Minor Object

<i>Personal Services</i>	FY 2016 Actual	FY 2017 Estimated	FY 2018 Requested	FY 2018 Recommended	FY 2019 Requested	FY 2019 Recommended
Salaries & Wages-Full Time	44,057,705	43,350,001	43,350,001	45,264,379	43,350,001	45,264,379
Salaries & Wages-Temporary	1,740,295	115,055	115,055	115,055	115,055	115,055
Salaries & Wages-Part Time	20,696	80,000	80,000	-1,539,166	80,000	-1,539,166
Longevity Payments	1,458,017	1,500,000	1,600,000	1,500,000	1,625,000	1,500,000
Overtime	74	0	0	0	0	0
Accumulated Leave	407,123	0	0	0	0	0
Other Salaries & Wages	958	1,000	1,000	1,000	1,000	1,000
Other	242,448	249,999	249,999	249,999	249,999	249,999
TOTAL - Personal Services-Personal Services	47,927,316	45,296,055	45,396,055	45,591,267	45,421,055	45,591,267

Other Expenses

Communications	161,492	165,000	165,000	165,000	165,000	165,000
Electricity	171,229	172,000	172,000	172,000	172,000	172,000
Employee Expenses	571	750	750	750	750	750

Employee Travel	49,351	50,000	50,000	50,000	50,000	50,000
Equipment Rental and Maintenance	138,889	140,000	140,000	140,000	140,000	140,000
Food And Beverages	3,602	3,502	3,502	3,502	3,502	3,502
Information Technology	396,081	186,323	386,323	186,323	386,323	186,323
Motor Vehicle Costs	209,931	209,999	209,999	209,999	209,999	209,999
Natural Gas	14,657	15,000	15,000	15,000	15,000	15,000
Other Services	781,804	780,000	780,000	823,907	780,000	823,907
Premises Expenses	191,444	192,000	192,000	192,000	192,000	192,000
Premises Rent Expense-Landlord	171,671	172,000	172,000	172,000	172,000	172,000
Professional Services	37,988	40,000	40,000	40,000	40,000	40,000
Purchased Commodities	220,838	224,999	224,999	224,999	224,999	224,999
Water	7,792	7,800	7,800	7,800	7,800	7,800
TOTAL-Other Expenses	2,557,340	2,359,373	2,559,373	2,403,280	2,559,373	2,403,280

Other Current Expenses

Witness Protection	246,094	165,806	165,806	164,148	165,806	164,148
Training And Education	37,156	52,044	52,044	30,000	52,044	30,000
Expert Witnesses	127,605	191,757	191,757	145,000	191,757	145,000
Medicaid Fraud Control	1,054,950	1,107,897	1,107,897	1,096,819	1,107,897	1,096,819
Criminal Justice Commission	406	444	444	431	444	431
Cold Case Unit	176,198	240,619	240,619	0	240,619	0
Shooting Taskforce	1,063,626	1,044,948	1,044,948	0	1,044,948	0
TOTAL-Other Current Expenses	2,706,035	2,803,515	2,803,515	1,436,398	2,803,515	1,436,398

Character & Major Object Summary

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	Actual	Estimated	Requested	Recommended	Requested	Recommended
Personal Services	47,927,316	45,296,055	45,396,055	45,591,267	45,421,055	45,591,267
Other Expenses	2,557,340	2,359,373	2,559,373	2,403,280	2,559,373	2,403,280
Other Current Expenses	2,706,035	2,803,515	2,803,515	1,436,398	2,803,515	1,436,398
TOTAL-General Fund	53,190,691	50,458,943	50,758,943	49,430,945	50,783,943	49,430,945

AGENCY FINANCIAL SUMMARY - WORKERS' COMPENSATION FUND

Current Expenses by Minor Object

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
<i>Personal Services</i>	Actual	Estimated	Requested	Recommended	Requested	Recommended
Salaries & Wages-Full Time	281,778	395,469	395,469	359,469	395,469	359,469
Longevity Payments	8,299	10,000	10,000	10,000	10,000	10,000
Other	493	500	500	500	500	500
TOTAL - Personal Services-Personal Services	290,570	405,969	405,969	369,969	405,969	369,969

Other Expenses

Communications	381	450	450	450	450	450
Employee Travel	69	500	500	500	500	500
Information Technology	130	150	150	150	150	150
Motor Vehicle Costs	3,412	5,000	5,000	5,000	5,000	5,000
Other Services	75	75	75	75	75	75
Professional Services	435	500	500	500	500	500
Purchased Commodities	2,410	3,753	3,753	3,753	3,753	3,753

TOTAL-Other Expenses	6,912	10,428	10,428	10,428	10,428	10,428
<i>Other Current Expenses</i>						
Fringe Benefits	247,155	339,273	339,273	306,273	339,273	306,273
TOTAL-Other Current Expenses	247,155	339,273	339,273	306,273	339,273	306,273
<i>Character & Major Object Summary</i>						
	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019
	<u>Actual</u>	<u>Estimated</u>	<u>Requested</u>	<u>Recommended</u>	<u>Requested</u>	<u>Recommended</u>
Personal Services	290,570	405,969	405,969	369,969	405,969	369,969
Other Expenses	6,912	10,428	10,428	10,428	10,428	10,428
Other Current Expenses	247,155	339,273	339,273	306,273	339,273	306,273
TOTAL-Workers' Compensation Fund	544,637	755,670	755,670	686,670	755,670	686,670

