

DEPARTMENT OF FINANCE &
MANAGEMENT

Agency of Administration

Susanne R. Young, Secretary

Andrew Pallito, Commissioner

Fiscal Year 2018 Budget Request



Department of Finance & Management

Fiscal Year 2018 Budget Request

Andrew Pallito, Commissioner

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Department of Finance & Management

FY 2018 Budget Request

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Agency of Administration

Department of Finance and Management

Executive Summary

Philosophy:

The primary purpose of the Department of Finance & Management is to oversee efficient and effective operations related to the State of Vermont's finances. We serve our stakeholders in many ways including developing the Governor's budget recommendations consistent with his priorities, delivering reliable financial information, advocating for responsible use of taxpayer dollars, and developing, maintaining and supporting the State's primary financial systems and statewide users. The Department is composed of the Commissioner's Office and three operational divisions: Budget and Management, Customer Support Services, and Financial Operations [Statewide Reporting, Statewide Accounting and Internal Controls].

The Department of Finance & Management, together with Agencies and Departments across state government, as well as the Offices of the State Auditor and State Treasurer, worked together over many years to successfully implement the statewide financial policies and procedures that are geared toward the timely, accurate and complete reporting of financial information. The efforts of this group have resulted in the

Department of Finance & Management receiving, for the eighth consecutive year, the Certification of Achievement for Excellence in Financial Reporting – the highest recognition in the area of government accounting and financial reporting – from the Government Finance Officers Association (GFOA) of the United States and Canada, for Vermont's Comprehensive Annual Financial Report.

The strong fiscal policies of the State of Vermont and its adherence to sustainable budgets, a consensus revenue process and debt affordability standard have resulted in Vermont receiving the highest overall bond rating in New England.

Finance & Management's work provides core operational services and support to departments that provide direct services to citizens, businesses and other organizations, allowing these more visible departments the ability to focus on their services, policy and programmatic work. Finance & Management is a strong and knowledgeable team providing statewide fiscal oversight, support and direction.

The entire department, from the Commissioner, and Deputy Commissioner, to the Division Directors and the entire staff, take great personal pride in the efforts and achievements of our department to date; we pledge to continue to serve the State of Vermont to the best of our abilities.

Commissioner's Office

Andy Pallito, Commissioner

Budget and Management Division

- ★ Developing the Governor's recommended budget.
- ★ Explaining, monitoring and defending the Governor's recommended budget through the legislative process.
- ★ Managing the adopted budget throughout the fiscal year.
- ★ Maintaining the State's Vantage statewide budget development system.
- ★ Maintaining the State's sound fiscal condition and maintains a liaison relationship with all departments in state government to assure proper application of spending and compliance with the various appropriations bills and other key statutes.
- ★ Responsible for oversight of revenue projecting and reporting.
- ★ Limiting spending growth to sustainable levels and to maintain budget stabilization reserves of the statutory levels in the General Fund, Transportation Fund, and Education Fund.
- ★ Limiting reliance on supplemental appropriations through the Budget Adjustment Act.
- ★ Assuring compliance with Administration Bulletin 3.5, the contracting review and approval process.

Financial Operations Division

Financial Operations:

- ★ Maintain and operate the State's centralized accounting system, VISION.
- ★ Provide accounting controls and services for managers and state employees to generate reliable financial information that ultimately culminates into the State's Comprehensive Annual Financial Report that is presented in accordance with Generally Accepted Accounting Principles (GAAP).
- ★ Responsible for the processing and monitoring of all warrants required by statute for disbursements from the state treasury
- ★ Responsible for Internal Controls function, issuance of internal control Best Practices statements, quarterly internal control newsletter and annual internal control self-assessment survey.

Customer Support:

- ★ Manage statewide VISION customer support service and training programs.
- ★ Coordinates VISION configuration change requests, and system maintenance with Financial Operations, DII and Human Resources as necessary.
- ★ Responsible for VISION user training materials and classes and maintaining updated VISION User Manuals.

Highlights for FY 2018:

Economic Challenges

The economy continues to recover at a slow pace. Expenditure demands continue to rise, while revenue growth is not keeping pace. The economic situation continues to strain resources needed to provide essential services to those most in need.

An issue that will keep us ever vigilant in FY 2018 is:

- ★ A successful upgrade and expansion for the VISION ERP system is critical. This will require the dedication of the project teams and the commitment of agency and executive management to ensuring the necessary resources are available to articulate and document detailed requirements pertaining to the VISION upgrade and expansion to include Project Costing, Project Management and E-Procurement. The integration of these processes will allow for more streamlined operations and reporting of financial information.

Funding Levels:

The FY 2018 budget request to the General Assembly, recommended by the Governor, was constructed with an eye to the allocation of available funding to programs and services that most clearly reflect the

mission of the departments and support their core values consistent with the Governor's Executive Order No. 01-17.

Summary

The Department of Finance and Management is committed to developing, maintaining, and advocating for fiscally responsible and sustainable budgets and related management recommendations for the Secretary of Administration and the Governor. The department is also dedicated to maintaining centralized accounting and budget functions that incorporate appropriate internal controls, generate reliable financial information, provide support to users, is transparent to the public and is in accord with established accounting principles and sustainable budgeting practices.



FY 2017 Budget to FY 2018 Request

 Department of Finance &
Management



Section I

**FY 2018 Budget
Submission**

Fiscal Year 2018 Budget Development Form - Finance & Management

	General \$\$	Transp \$\$	Special \$\$	Interdept'l Transfer \$\$	All other \$\$	Total \$\$
Finance & Management: BudMan FY 2017 (As Passed)	1,133,838	0	0	431,197	0	1,565,035
Base salary change	59,538			27,874		87,412
Base benefit change	31,257			8,087		39,344
Transfer of Position from BGS: Budget Director Position	123,430					123,430
Transfer of Position from SOA: Administrative Services Coordinator I	36,726			36,726		73,452
Eliminated position #027004 - Executive Assistant				(141,704)		(141,704)
Change in Vacancy Savings	(24,781)					(24,781)
Change in Rental - Office Equipment	(3,366)					(3,366)
Change in Fee For Space charge	(50,728)					(50,728)
Change in Dues	8,897					8,897
Change in Photocopying	(2,055)					(2,055)
Change in Travel Expenses				1,675		1,675
Change in Human Resources Services	3,276					3,276
Change in Furniture & Fixtures	(1,905)					(1,905)
Change in Single Audit Allocation	(3,796)					(3,796)
All other adjustments	(862)					(862)
Subtotal of increases/decreases	175,631	0	0	(67,342)	0	108,289
FY 2018 Budget Request	1,309,469	0	0	363,855	0	1,673,324

	General \$\$	Transp \$\$	Special \$\$	Interdept'l Transfer \$\$	All other \$\$	Total \$\$
Finance & Management: FinOps: FY 2017 (As Passed)	0	0	0	0	3,034,563	3,034,563
Base salary change					(1,207)	(1,207)
Base benefit change					(3,420)	(3,420)
Eliminate Double Fill of Position #020046 (Bill Hall)					(114,728)	(114,728)
Change in Workers Comp - Ins Premium					(2,315)	(2,315)
Change in Other Personal Services (Transfer from Budman)					26,328	26,328
Change in Vacancy Savings					(11,731)	(11,731)
Change in Contr-CompSoftwr-SysMaint&Upgr (CGI Payment)					116,024	116,024
Change in Fee For Space charge					7,490	7,490
Change in IT and Telecom Charges					(63,599)	(63,599)
Change in Registration for Meetings&Conf					1,000	1,000
Change in Agency Fee					2,287	2,287
Change in Human Resources Services					5,896	5,896
Change in Office Supplies					(1,785)	(1,785)
All other adjustments					(469)	(469)
Subtotal of increases/decreases	0	0	0	0	(40,229)	(40,229)
FY 2018 Budget Requested	0	0	0	0	2,994,334	2,994,334

Finance & Management FY 2016 Appropriation	1,133,838	0	0	431,197	3,034,563	4,599,598
TOTAL INCREASES/DECREASES	175,631	0	0	(67,342)	(40,229)	68,060
Finance & Management FY 2017 Governor Recommend	1,309,469	0	0	363,855	2,994,334	4,667,658

Program Budget Profiles

 Department of Finance & Management



Section 2

**FY 2018 Budget
Submission**

FY18 Appropriations Committee Questionnaire

Department of Finance and Management – Office of Budget & Management

1.

a. What are your programs?

Budget and Management's (Budman) primary program is to create the annual state operating budget and to monitor budget-related developments in the current and future fiscal years, and managing the statewide budget development system known as Vantage. In addition, Budman is the home of the Commissioner's Office. The Commissioner and Deputy Commissioner are responsible for overall department operations (including Financial Operations, Statewide Accounting, Statewide Reporting and Internal Controls), policies and procedures, and managing SPOTLIGHT, the new fiscal transparency website. Budman also provides support to the Secretary of Administration's Office (SoA) and reviews SoA contracts, and other financial documents but they don't rise to the level of an identifiable program.

b. How do these programs meet your core mission?

This is our core mission.

2.

a. What does success in each program look like to Vermonters both those served by the program and the general population?

Success is measured in the timely annual production of an accurate, clear, and fiscally responsible State operating budget for the upcoming fiscal year that addresses the Governor's fiscal and policy priorities.

b. What performance measures are used to determine progress and what baseline data is available (current and proposed budget, # served, etc)?

The performance measure is essentially binary – we either produce a budget that meets the above standard or we do not – and the latter is unacceptable. So in that regard our performance measure is 100%.

FY18 Appropriations Committee Questionnaire

3. Is there a better way?

Budget and Management recently implemented a new budget system that allows us to develop more accurate and “granular” budget data, and presents the data more clearly and effectively.

Department of Finance – Financial Operations Division

1. What key functions are performed by your department? Why?

- a. Finance & Management has two essential areas of responsibility and oversight: 1) Establishing and maintaining centralized accounting functions that incorporate appropriate internal controls and generate reliable financial information that is in accord with established accounting principles (Financial Operations Division); and 2) Developing, maintaining, and advocating for fiscally responsible and sustainable budgets and related management recommendations for the Secretary of Administration and the Governor. (Budget & Management Division)
- b. Included in the Financial Operations Division are:
 - i. Statewide transactional accounting including monthly and year-end close out;
 - ii. State and Federal Financial reporting, including Comprehensive Annual Financial Report (CAFR) and CAFR audit;
 - iii. Coordinate annual federal single audit (A-133) with KPMG, Auditor of Accounts and agencies and departments;
 - iv. Management of statewide ERP financial system (VISION);
 - v. Provide VISION training and support (Customer Service Desk) to agency/department fiscal staff;
 - vi. Establish statewide Finance Policies & Procedures, Internal Control Policies and Best Practices;
- c. Duties of the Commissioner as established in statute in 32 VSA §182 (primarily) and many others.

FY18 Appropriations Committee Questionnaire

2. What are the programs your department administers? Include baseline information about numbers served, current budget and funding mix etc.

- a. Financial Operations function is funded by a \$2.994 million (100%) internal service fund, billed to statewide users.
- b. See current statistics in #3 below.

3. What are the measures of program outcomes relative to goals? Current Data?

- a. Financial Operations does not generally provide programs that model other State agencies and departments. Although we do have a few qualitative measures, our functions tend to be task and transaction related which are deadline driven, and for which we do measure statistics:
 - i. Comprehensive Annual Financial Report (CAFR):
 1. Received an unqualified opinion from the State's Independent Auditors for the eleventh year in a row;
 2. For the eighth year in a row, received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Associations (GFOA). The GFOA is the professional association of state/provincial and local finance officers in the United States and Canada, and has served the public finance profession since 1906. GFOA members are dedicated to the sound management of government financial resources.
 3. Vermont is rated Triple A by two of the three rating agencies.
 - ii. VISION – Statewide financial system transactions during 2015:
 1. 461,031 - vouchers (payments to vendors) processed;
 2. 261,586 - deposits processed;
 3. 9,604 - new vendors set-up;
 4. 4,000- IRS Form 1099-MISC to be issued in January 2016 for tax year 2015 by the IRS deadline;
 5. Handled more than 25,000 customer service and problem resolution inquiries for VISION users; approximately 11,000 by phone and 14,000 by email.
 6. Provide over 50 VISION training classes to over 250 course attendees.

FY18 Appropriations Committee Questionnaire

4. Is there anything you would do differently to achieve these goals?

- a. Ongoing IT Project:
 - i. Execution of Phase II of financial system upgrade and expansion project to include critical integrated business processes such as Project Management, Project Costing and Procurement. This will include the migration of V-Trans and VT Department of Labor from their legacy systems to the VISION and VTHR ERP system.

5. Can you allocate funding in your appropriations by program?

- a. Yes, we do have this capability. Unique codes could be established within the VISION System, allowing us to track expenditures and forecast expenditures for budgetary purposes by program.

Program Performance*

*per 32 VSA §307(c)



Department of Finance &
Management



Section 3

**FY 2018 Budget
Submission**

Department of Finance & Management

Mission Statement

The Department of Finance and Management is dedicated to the effective and efficient execution of the State's fiscal responsibilities. We are committed to serving Vermont's citizens and our peers by:

1. Establishing and maintaining centralized accounting functions that incorporate appropriate internal controls and generate reliable financial information that is in accord with established accounting principles; and
 2. Developing, maintaining, and advocating for fiscally responsible and sustainable budgets and related management recommendations for the Secretary of Administration and the Governor.
-

Budget & Management Division

Programmatic Mission Statement:

Budget and Management (BudMan), which includes the Commissioner, Deputy Commissioner, Director of Budget & Management Operations, Deputy Director of Budget & Management Operations, and an Administrative Support Coordinator, manages the development of the Governor's recommended budget, monitors and defends the passage of the budget through the legislature, and manages the adopted budget throughout the fiscal year. In addition to managing the department, the Commissioner and Deputy Commissioner have overall statewide responsibility for financial policies and procedures, supporting the Office of the Secretary of Administration in operational areas such as Administrative Bulletins, review of and recommendations to the Secretary for contracts, sole source requests, and fiscal adjustments (e.g. excess receipts, etc.) submitted by departments, and managing the Consensus Revenue reporting and process.

Goals (BudMan):

Goal 1: To produce informative, easy- to- understand documentation of the Governor's recommended budget;

Goal 2: To maintain a state-wide budgeting system that facilitates program-based budgeting and that has the capability to retain performance measures related to those programs.

Indicators/Measures:

- Measure 1: Post annual budget and budget adjustment documentation to a publically accessible website no later than 1 week after a triggering event (Governor's budget address, enactment of bill, etc.);
- Measure 2A: 100% of departmental basic budget development completed using Vantage budget system; and,
- Measure 2b: Performance indicators included for state programs in departmental budget submission in new system.

Market:

The Budget and Management program serves the entire State, its agencies and departments and the public.

Resources:

Currently our programmatic resources meet the needs of our program. We do not expect our future needs to overrun our current level of resources.

How we are going to achieve the desired outcomes:

1. Goal 1: The office has developed processes to create better explanatory documents, and has developed the technical expertise to electronically publish these documents in real time.
2. Goal 2: The new Vantage system will operate stably in FY 2018 and beyond and its functionality will be expanded in future years to incorporate enhanced reporting and data analysis.

Measuring Productivity and Efficiency:

- a. Goal 1: The goal of enhanced communications effectiveness is being met using existing staff and resources;
- b. Goal 2: The Vantage system was successfully implemented, stabilized and has now produced the FY 2015 through FY 2018 budgets.

Capital Needs for the Program:

Budget and Management has no additional capital needs for FY 2018 beyond what is currently appropriated in the capital bill.

Financial Operations

Programmatic Mission Statement:

Financial Operations (FinOps) is composed of two divisions - Operations and Customer Support Services, each headed by a Director. Operations are further segregated into Statewide Accounting, Statewide Reporting, and Internal Controls. The Commissioner and Deputy Commissioner have overall statewide responsibility for financial policies and procedures, financial statements and maintenance and operation of the VISION statewide financial system. Financial Operations' mission is to: provide related controls and services for managers and employees of State government; generate reliable financial information that is in accordance with Generally Accepted Accounting Principles (GAAP) and the statements of the Government Accounting Standards Board (GASB); provide VISION users with training materials and support services to maximize the accuracy and timely recording of financial transactions; and to produce the Comprehensive Annual Financial Report (CAFR).

Goals (FinOps):

Goal 3: To produce accurate and informative annual financial statements in accordance with Generally Accepted Accounting Principles (GAAP) and the Government Accounting Standards Board Statements.

Goal 4: To provide statewide managers and business staff with a general framework for developing and evaluating their internal controls.

Goal 5: To communicate with and educate financial stakeholders, including users of the State's financial systems (ERP) to ensure business operations and accounting transactions are accurate and in compliance with federal, state and financial requirements.

Market:

Financial Operations program serves the entire State, its agencies and departments, business offices, state employees and the public.

Resources:

Currently our programmatic resources meet the needs of our program. However, with the pending upgrade of the Oracle Statewide financial system and the implementation of a Statewide Project Costing, Project Management and E-Procurement Applications, we will continue to access our current staffing levels and redistribute resources accordingly.

Programmatic Changes:

- We recently completed documenting requirements for 4 major business areas that greatly impact the State's financial accounting and reporting efforts. The four areas are; VISION Financial System upgrade to version 9.2, Project Costing, Project Management and a statewide Procurement and Contract Management System. These requirements will be used as a baseline for upgrading the financial system and implementing of a statewide solution for Project Costing, Project Management and E-Procurement.

How we are going to achieve the desired outcomes:

- The Divisions regularly assess outcomes, documented procedures and policies effectively, employ business process planning and refresh schedules for training materials, course updates and web content management.

Capital Needs for the Program:

Financial Operations has no additional capital needs for FY 2018.

Budget Rollup Report

 Department of Finance &
Management



Section 4

**FY 2018 Budget
Submission**

State of Vermont

Organization: 1110003000 - Finance and management - budget and management

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Salaries and Wages	809,897	841,567	841,567	910,249	68,682	8.2%
Fringe Benefits	368,042	387,608	387,608	459,179	71,571	18.5%
Contracted and 3rd Party Service	12,063	83,670	83,670	101,893	18,223	21.8%
PerDiem and Other Personal Services	-	-	-	-	-	0.0%
Budget Object Group Total: 1. PERSONAL SERVICES	1,190,002	1,312,845	1,312,845	1,471,321	158,476	12.1%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Equipment	12,780	5,056	5,056	1,901	(3,155)	-62.4%
IT/Telecom Services and Equipment	21,685	20,288	20,288	19,051	(1,237)	-6.1%
Travel	10,540	12,417	12,417	13,422	1,005	8.1%
Supplies	3,760	3,773	3,773	3,836	63	1.7%
Other Purchased Services	61,299	61,368	61,368	71,507	10,139	16.5%
Other Operating Expenses	25,391	28,106	28,106	24,310	(3,796)	-13.5%
Rental Other	885	4,994	4,994	1,367	(3,627)	-72.6%
Rental Property	114,505	115,576	115,576	64,848	(50,728)	-43.9%
Property and Maintenance	3,625	612	612	1,761	1,149	187.7%
Budget Object Group Total: 2. OPERATING	254,470	252,190	252,190	202,003	(50,187)	-19.9%
Total Expenses	1,444,473	1,565,035	1,565,035	1,673,324	108,289	6.9%

State of Vermont

Fund Name	FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
General Funds	1,032,094	1,133,838	1,133,838	1,309,469	175,631	15.5%
Special Fund	240	-	-	-	-	0.0%
IDT Funds	412,138	431,197	431,197	363,855	(67,342)	-15.6%
Funds Total	1,444,473	1,565,035	1,565,035	1,673,324	108,289	6.9%
Position Count				11.00		
FTE Total				11.00		

State of Vermont

Organization: 1115001000 - Finance and management - financial operations

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Salaries and Wages	1,204,309	1,411,625	1,411,625	1,308,058	(103,567)	-7.3%
Fringe Benefits	611,550	674,523	674,523	644,702	(29,821)	-4.4%
Contracted and 3rd Party Service	109,413	-	-	116,075	116,075	0.0%
PerDiem and Other Personal Services	367,152	279,468	279,468	305,796	26,328	9.4%
Budget Object Group Total: 1. PERSONAL SERVICES	2,292,424	2,365,616	2,365,616	2,374,631	9,015	0.4%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Equipment	17,210	3,459	3,459	4,442	983	28.4%
IT/Telecom Services and Equipment	415,214	482,706	482,706	417,140	(65,566)	-13.6%
Travel	1,645	2,845	2,845	2,388	(457)	-16.1%
Supplies	2,044	4,290	4,290	2,343	(1,947)	-45.4%
Other Purchased Services	95,060	68,543	68,543	78,703	10,160	14.8%
Other Operating Expenses	4,094	3,371	3,371	3,005	(366)	-10.9%
Rental Other	3,659	3,487	3,487	3,733	246	7.1%
Rental Property	98,256	99,175	99,175	106,665	7,490	7.6%
Property and Maintenance	1,144	1,071	1,071	1,284	213	19.9%
Property Management Services	1,095	-	-	-	-	0.0%
Budget Object Group Total: 2. OPERATING	639,420	668,947	668,947	619,703	(49,244)	-7.4%
Total Expenses	2,931,844	3,034,563	3,034,563	2,994,334	(40,229)	-1.3%

State of Vermont

Fund Name	FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
ISF Funds	2,931,844	3,034,563	3,034,563	2,994,334	(40,229)	-1.3%
IDT Funds	-	-	-	-	-	0.0%
Funds Total	2,931,844	3,034,563	3,034,563	2,994,334	(40,229)	-1.3%
Position Count				18.00		
FTE Total				18.00		

Budget Detail Reports

 Department of Finance &
Management



Section 5

**FY 2018 Budget
Submission**

State of Vermont

Organization: 1110003000 - Finance and management - budget and management

Budget Object Group: 1. PERSONAL SERVICES

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	809,633	522,016	522,016	635,044	113,028	21.7%
Exempt	500010	-	319,551	319,551	299,721	(19,830)	-6.2%
Temporary Employees	500040	-	-	-	-	-	0.0%
Overtime	500060	264	-	-	265	265	0.0%
Vacancy Turnover Savings	508000	-	-	-	(24,781)	(24,781)	0.0%
Total: Salaries and Wages		809,897	841,567	841,567	910,249	68,682	8.2%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	59,730	39,937	39,937	48,581	8,644	21.6%
FICA - Exempt	501010	-	24,118	24,118	22,927	(1,191)	-4.9%
Health Ins - Classified Empl	501500	156,522	73,908	73,908	142,747	68,839	93.1%
Health Ins - Exempt	501510	-	72,150	72,150	50,376	(21,774)	-30.2%
Retirement - Classified Empl	502000	138,049	91,197	91,197	121,425	30,228	33.1%
Retirement - Exempt	502010	-	55,825	55,825	41,879	(13,946)	-25.0%
Dental - Classified Employees	502500	7,119	5,810	5,810	7,146	1,336	23.0%
Dental - Exempt	502510	-	2,490	2,490	1,588	(902)	-36.2%
Life Ins - Classified Empl	503000	2,840	1,858	1,858	2,933	1,075	57.9%
Life Ins - Exempt	503010	-	1,138	1,138	1,011	(127)	-11.2%
LTD - Classified Employees	503500	1,713	1,201	1,201	1,405	204	17.0%
LTD - Exempt	503510	-	734	734	552	(182)	-24.8%
EAP - Classified Empl	504000	278	210	210	270	60	28.6%
EAP - Exempt	504010	-	90	90	60	(30)	-33.3%

State of Vermont

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Fringe Benefits							
Employee Tuition Costs	504530	-	-	-	-	-	0.0%
Workers Comp - Ins Premium	505200	1,748	16,599	16,599	16,235	(364)	-2.2%
Unemployment Compensation	505500	-	300	300	-	(300)	-100.0%
Catamount Health Assessment	505700	43	43	43	44	1	2.3%
Total: Fringe Benefits		368,042	387,608	387,608	459,179	71,571	18.5%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Contracted and 3rd Party Service							
Description	Code						
Contr & 3Rd Party - Financial	507100	3,517	-	-	3,587	3,587	0.0%
Contr&3Rd Pty-Appr/Engineering	507300	-	-	-	-	-	0.0%
Contr&3Rd Pty-Educ & Training	507350	1,671	3,570	3,570	1,704	(1,866)	-52.3%
Contr&3Rd Pty - Info Tech	507550	2,000	-	-	-	-	0.0%
Other Contr and 3Rd Pty Serv	507600	4,875	80,100	80,100	96,602	16,502	20.6%
Total: Contracted and 3rd Party Service		12,063	83,670	83,670	101,893	18,223	21.8%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
PerDiem and Other Personal Services							
Description	Code						
Per Diem	506000	-	-	-	-	-	0.0%
Other Pers Serv	506200	-	-	-	-	-	0.0%
Total: PerDiem and Other Personal Services		-	-	-	-	-	0.0%

Total: 1. PERSONAL SERVICES		1,190,002	1,312,845	1,312,845	1,471,321	158,476	12.1%
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State of Vermont

Budget Object Group: 2. OPERATING

			FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Equipment		FY2016 Actuals					
Description	Code						
Hardware - Desktop & Laptop Pc	522216	12,141	2,500	2,500	1,250	(1,250)	-50.0%
Hw - Printers,Copiers,Scanners	522217	-	-	-	-	-	0.0%
Furniture & Fixtures	522700	639	2,556	2,556	651	(1,905)	-74.5%
Total: Equipment		12,780	5,056	5,056	1,901	(3,155)	-62.4%

			FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
IT/Telecom Services and Equipment		FY2016 Actuals					
Description	Code						
Internet	516620	-	-	-	-	-	0.0%
Telecom-Internetaccess-Dial-Up	516625	-	-	-	-	-	0.0%
Telecom-Other Telecom Services	516650	-	-	-	-	-	0.0%
Telecom-Data Telecom Services	516651	67	408	408	68	(340)	-83.3%
Telecom-Conf Calling Services	516658	443	887	887	452	(435)	-49.0%
Telecom-Wireless Phone Service	516659	4,139	3,526	3,526	4,222	696	19.7%
It Intersvccost- Dii Other	516670	-	-	-	-	-	0.0%
It Intsvccost-Vision/Isdassess	516671	12,317	9,073	9,073	9,740	667	7.4%
It Intsvccost- Dii - Telephone	516672	4,479	6,292	6,292	4,569	(1,723)	-27.4%
It Inter Svc Cost Data Process	516677	-	-	-	-	-	0.0%
It Inter Svc Cost User Support	516678	-	-	-	-	-	0.0%
Info Tech Purchases-Hardware	522210	-	-	-	-	-	0.0%
Hw-Server,Mainfrme,Datastorequ	522214	-	-	-	-	-	0.0%
Software - Other	522220	-	102	102	-	(102)	-100.0%
Software - Office Technology	522221	-	-	-	-	-	0.0%
Sw-Database&Management Sys	522222	-	-	-	-	-	0.0%

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		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
IT/Telecom Services and Equipment							
Sw-Website Dev Maint Hosting	522224	240	-	-	-	-	0.0%
Hw-Other Communications	522261	-	-	-	-	-	0.0%
Total: IT/Telecom Services and Equipment		21,685	20,288	20,288	19,051	(1,237)	-6.1%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Other Operating Expenses							
Description	Code						
Other Operating Expense	523199	-	-	-	-	-	0.0%
Single Audit Allocation	523620	25,391	28,106	28,106	24,310	(3,796)	-13.5%
Total: Other Operating Expenses		25,391	28,106	28,106	24,310	(3,796)	-13.5%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Other Purchased Services							
Description	Code						
Insurance Other Than Empl Bene	516000	2,229	2,520	2,520	2,952	432	17.1%
Insurance - General Liability	516010	2,065	1,596	1,596	1,666	70	4.4%
Dues	516500	26,262	20,071	20,071	28,968	8,897	44.3%
Licenses	516550	-	-	-	-	-	0.0%
Telecom-Telephone Services	516652	-	-	-	-	-	0.0%
It Int Svc Dii Allocated Fee	516685	10,775	10,238	10,238	11,108	870	8.5%
Advertising - Job Vacancies	516820	-	510	510	-	(510)	-100.0%
Printing and Binding	517000	2,821	3,570	3,570	2,877	(693)	-19.4%
Printing & Binding-Bgs Copy Ct	517005	-	-	-	-	-	0.0%
Photocopying	517020	1,473	4,605	4,605	2,550	(2,055)	-44.6%
Registration For Meetings&Conf	517100	665	2,275	2,275	2,275	-	0.0%
Postage	517200	-	650	650	-	(650)	-100.0%

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		FY2016 Actuals	FY2017 Original	FY2017	FY2018	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2018 Governor's Recommend and FY2017 As Passed	FY2018 Governor's Recommend and FY2017 As Passed
Other Purchased Services							
Postage - Bgs Postal Svcs Only	517205	198	298	298	202	(96)	-32.2%
Freight & Express Mail	517300	18	26	26	18	(8)	-30.8%
Instate Conf, Meetings, Etc	517400	-	-	-	-	-	0.0%
Outside Conf, Meetings, Etc	517500	810	780	780	842	62	7.9%
Other Purchased Services	519000	-	1,530	1,530	1,326	(204)	-13.3%
Agency Fee	519005	8,847	7,889	7,889	8,637	748	9.5%
Human Resources Services	519006	5,138	4,810	4,810	8,086	3,276	68.1%
Administrative Service Charge	519010	-	-	-	-	-	0.0%
Moving State Agencies	519040	-	-	-	-	-	0.0%
Total: Other Purchased Services		61,299	61,368	61,368	71,507	10,139	16.5%

		FY2016 Actuals	FY2017 Original	FY2017	FY2018	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2018 Governor's Recommend and FY2017 As Passed	FY2018 Governor's Recommend and FY2017 As Passed
Property and Maintenance							
Description	Code						
Disposal	510200	-	-	-	-	-	0.0%
Repair&Maintenance-Compsys Hw	513005	1,899	-	-	-	-	0.0%
Repair & Maint - Office Tech	513010	1,726	612	612	1,761	1,149	187.7%
Total: Property and Maintenance		3,625	612	612	1,761	1,149	187.7%

		FY2016 Actuals	FY2017 Original	FY2017	FY2018	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2018 Governor's Recommend and FY2017 As Passed	FY2018 Governor's Recommend and FY2017 As Passed
Rental Other							
Description	Code						
Rental - Auto	514550	645	1,383	1,383	1,122	(261)	-18.9%
Rental - Office Equipment	514650	240	3,611	3,611	245	(3,366)	-93.2%
Rental - Other	515000	-	-	-	-	-	0.0%
Total: Rental Other		885	4,994	4,994	1,367	(3,627)	-72.6%

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			FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Rental Property		FY2016 Actuals					
Description	Code						
Rent Land&Bldgs-Non-Office	514010	-	-	-	-	-	0.0%
Fee-For-Space Charge	515010	114,505	115,576	115,576	64,848	(50,728)	-43.9%
Total: Rental Property		114,505	115,576	115,576	64,848	(50,728)	-43.9%

			FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Supplies		FY2016 Actuals					
Description	Code						
Office Supplies	520000	3,327	3,507	3,507	3,393	(114)	-3.3%
Vehicle & Equip Supplies&Fuel	520100	-	-	-	-	-	0.0%
Other General Supplies	520500	200	215	215	204	(11)	-5.1%
Recognition/Awards	520600	-	-	-	-	-	0.0%
Food	520700	(1)	-	-	-	-	0.0%
Water	520712	-	-	-	-	-	0.0%
Books&Periodicals-Library/Educ	521500	-	51	51	-	(51)	-100.0%
Subscriptions	521510	104	-	-	106	106	0.0%
Subscriptions: DoI-Electronic	521512	130	-	-	133	133	0.0%
Subscriptions Other Info Serv	521515	-	-	-	-	-	0.0%
Household, Facility&Lab Suppl	521800	-	-	-	-	-	0.0%
Paper Products	521820	-	-	-	-	-	0.0%
Total: Supplies		3,760	3,773	3,773	3,836	63	1.7%

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Travel		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	496	1,509	1,509	625	(884)	-58.6%
Travel-Inst-Other Transp-Emp	518010	1,806	1,110	1,110	1,878	768	69.2%
Travel-Inst-Incidentals-Emp	518040	-	6	6	-	(6)	-100.0%
Conference - Instate - Emp	518050	200	-	-	208	208	0.0%
Travel-Inst-Other Trans-Nonemp	518310	(444)	-	-	-	-	0.0%
Travel-Outst-Auto Mileage-Emp	518500	402	831	831	418	(413)	-49.7%
Travel-Outst-Other Trans-Emp	518510	2,178	2,186	2,186	2,266	80	3.7%
Travel-Outst-Meals-Emp	518520	348	502	502	564	62	12.4%
Travel-Outst-Lodging-Emp	518530	6,141	5,857	5,857	7,323	1,466	25.0%
Travel-Outst-Incidentals-Emp	518540	134	416	416	140	(276)	-66.3%
Travel-Outst-Meals-Nonemp	518720	(45)	-	-	-	-	0.0%
Travel-Outst-Lodging-Nonemp	518730	(677)	-	-	-	-	0.0%
Total: Travel		10,540	12,417	12,417	13,422	1,005	8.1%
Total: 2. OPERATING		254,470	252,190	252,190	202,003	(50,187)	-19.9%
Total Expenses:		1,444,473	1,565,035	1,565,035	1,673,324	108,289	6.9%

State of Vermont

Organization: 1115001000 - Finance and management - financial operations

Budget Object Group: 1. PERSONAL SERVICES

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	1,204,131	1,410,325	1,410,325	1,318,534	(91,791)	-6.5%
Temporary Employees	500040	-	-	-	-	-	0.0%
Overtime	500060	178	1,300	1,300	1,255	(45)	-3.5%
Vacancy Turnover Savings	508000	-	-	-	(11,731)	(11,731)	0.0%
Personal Services Budget	509000	-	-	-	-	-	0.0%
Total: Salaries and Wages		1,204,309	1,411,625	1,411,625	1,308,058	(103,567)	-7.3%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	89,279	107,888	107,888	100,866	(7,022)	-6.5%
Health Ins - Classified Empl	501500	255,239	262,784	262,784	259,593	(3,191)	-1.2%
Retirement - Classified Empl	502000	205,510	246,382	246,382	230,347	(16,035)	-6.5%
Dental - Classified Employees	502500	16,195	15,770	15,770	14,292	(1,478)	-9.4%
Life Ins - Classified Empl	503000	3,689	5,021	5,021	5,562	541	10.8%
LTD - Classified Employees	503500	1,808	2,250	2,250	1,901	(349)	-15.5%
EAP - Classified Empl	504000	526	570	570	540	(30)	-5.3%
Employee Tuition Costs	504530	-	-	-	-	-	0.0%
Workers Comp - Ins Premium	505200	39,303	31,538	31,538	29,223	(2,315)	-7.3%
Unemployment Compensation	505500	-	2,320	2,320	2,378	58	2.5%
Catamount Health Assessment	505700	-	-	-	-	-	0.0%
Total: Fringe Benefits		611,550	674,523	674,523	644,702	(29,821)	-4.4%

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		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Contracted and 3rd Party Service							
Description	Code						
Contr & 3Rd Party - Financial	507100	-	-	-	-	-	0.0%
Contr&3Rd Pty-Educ & Training	507350	50	-	-	51	51	0.0%
Contr-Compsoftwr-Sysmaint&Upgr	507554	109,363	-	-	116,024	116,024	0.0%
Other Contr and 3Rd Pty Serv	507600	-	-	-	-	-	0.0%
Total: Contracted and 3rd Party Service		109,413	-	-	116,075	116,075	0.0%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
PerDiem and Other Personal Services							
Description	Code						
Other Pers Serv	506200	367,152	279,468	279,468	305,796	26,328	9.4%
Total: PerDiem and Other Personal Services		367,152	279,468	279,468	305,796	26,328	9.4%

Total: 1. PERSONAL SERVICES	2,292,424	2,365,616	2,365,616	2,374,631	9,015	0.4%
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Budget Object Group: 2. OPERATING

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Equipment							
Description	Code						
Hardware - Desktop & Laptop Pc	522216	12,870	2,200	2,200	3,218	1,018	46.3%
Hw - Printers,Copiers,Scanners	522217	-	204	204	-	(204)	-100.0%
Furniture & Fixtures	522700	4,340	1,055	1,055	1,224	169	16.0%
Total: Equipment		17,210	3,459	3,459	4,442	983	28.4%

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IT/Telecom Services and Equipment		FY2016 Actuals	FY2017 Original	FY2017	FY2018	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2018 Governor's Recommend and FY2017 As Passed	FY2018 Governor's Recommend and FY2017 As Passed
Description	Code						
Internet	516620	-	-	-	-	-	0.0%
Telecom-Conf Calling Services	516658	-	-	-	-	-	0.0%
It Intersvccost- Dii Other	516670	-	-	-	-	-	0.0%
It Intsvccost-Vision/Isdassess	516671	21,272	17,238	17,238	17,532	294	1.7%
It Intsvccost- Dii - Telephone	516672	7,842	2,441	2,441	7,998	5,557	227.7%
It Inter Svc Cost User Support	516678	384,522	460,992	460,992	390,000	(70,992)	-15.4%
Hw - Other Info Tech	522200	-	-	-	-	-	0.0%
Software - Other	522220	1,578	1,530	1,530	1,610	80	5.2%
Software - Office Technology	522221	-	505	505	-	(505)	-100.0%
Sw-Database&Management Sys	522222	-	-	-	-	-	0.0%
Total: IT/Telecom Services and Equipment		415,214	482,706	482,706	417,140	(65,566)	-13.6%

Other Operating Expenses		FY2016 Actuals	FY2017 Original	FY2017	FY2018	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2018 Governor's Recommend and FY2017 As Passed	FY2018 Governor's Recommend and FY2017 As Passed
Description	Code						
Single Audit Allocation	523620	3,371	3,371	3,371	3,005	(366)	-10.9%
Interest Expense	551000	723	-	-	-	-	0.0%
Total: Other Operating Expenses		4,094	3,371	3,371	3,005	(366)	-10.9%

Other Purchased Services		FY2016 Actuals	FY2017 Original	FY2017	FY2018	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2018 Governor's Recommend and FY2017 As Passed	FY2018 Governor's Recommend and FY2017 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	4,090	4,787	4,787	5,313	526	11.0%
Insurance - General Liability	516010	3,567	3,032	3,032	2,998	(34)	-1.1%
Dues	516500	-	1,224	1,224	-	(1,224)	-100.0%

State of Vermont

Other Purchased Services		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Licenses	516550	-	-	-	1,117	1,117	0.0%
It Inter Svc Cost Proj Mgt&Rev	516683	266	-	-	271	271	0.0%
It Int Svc Dii Allocated Fee	516685	28,405	18,429	18,429	19,994	1,565	8.5%
Advertising - Job Vacancies	516820	-	459	459	-	(459)	-100.0%
Printing and Binding	517000	3,993	4,590	4,590	4,073	(517)	-11.3%
Photocopying	517020	1,974	2,783	2,783	2,193	(590)	-21.2%
Process&Printg Films, Microfilm	517050	-	-	-	-	-	0.0%
Registration For Meetings&Conf	517100	980	-	-	1,000	1,000	0.0%
Training - Info Tech	517110	-	-	-	-	-	0.0%
Postage	517200	-	-	-	-	-	0.0%
Postage - Bgs Postal Svcs Only	517205	823	1,020	1,020	840	(180)	-17.6%
Freight & Express Mail	517300	15	23	23	15	(8)	-34.8%
Instate Conf, Meetings, Etc	517400	150	-	-	153	153	0.0%
Outside Conf, Meetings, Etc	517500	-	-	-	-	-	0.0%
Other Purchased Services	519000	-	-	-	-	-	0.0%
Agency Fee	519005	33,489	23,385	23,385	25,672	2,287	9.8%
Human Resources Services	519006	13,545	8,658	8,658	14,554	5,896	68.1%
Moving State Agencies	519040	3,763	153	153	510	357	233.3%
Total: Other Purchased Services		95,060	68,543	68,543	78,703	10,160	14.8%

Property and Maintenance		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Description	Code						
Disposal	510200	285	459	459	408	(51)	-11.1%
Rep&Maint-Info Tech Hardware	513000	-	-	-	-	-	0.0%
Repair & Maint - Office Tech	513010	859	612	612	876	264	43.1%
Repair&Maint-Non-Info Tech Equ	513100	-	-	-	-	-	0.0%
Total: Property and Maintenance		1,144	1,071	1,071	1,284	213	19.9%

State of Vermont

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Rental Other							
Description	Code						
Rental - Auto	514550	-	255	255	-	(255)	-100.0%
Rental - Office Equipment	514650	3,649	3,195	3,195	3,722	527	16.5%
Rental - Other	515000	11	37	37	11	(26)	-70.3%
Total: Rental Other		3,659	3,487	3,487	3,733	246	7.1%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Rental Property							
Description	Code						
Fee-For-Space Charge	515010	98,256	99,175	99,175	106,665	7,490	7.6%
Total: Rental Property		98,256	99,175	99,175	106,665	7,490	7.6%

		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Supplies							
Description	Code						
Office Supplies	520000	1,679	3,570	3,570	1,785	(1,785)	-50.0%
Other General Supplies	520500	147	-	-	150	150	0.0%
Food	520700	-	102	102	-	(102)	-100.0%
Water	520712	(34)	108	108	-	(108)	-100.0%
Books&Periodicals-Library/Educ	521500	252	510	510	408	(102)	-20.0%
Subscriptions	521510	-	-	-	-	-	0.0%
Total: Supplies		2,044	4,290	4,290	2,343	(1,947)	-45.4%

State of Vermont

Travel		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	29	91	91	30	(61)	-67.0%
Travel-Inst-Other Transp-Emp	518010	-	-	-	-	-	0.0%
Travel-Inst-Lodging-Emp	518030	-	-	-	-	-	0.0%
Travel-Inst-Incidentals-Emp	518040	71	-	-	-	-	0.0%
Travel-Inst-Incidentals-Nonemp	518340	-	-	-	72	72	0.0%
Travel-Outst-Auto Mileage-Emp	518500	84	306	306	168	(138)	-45.1%
Travel-Outst-Other Trans-Emp	518510	-	765	765	510	(255)	-33.3%
Travel-Outst-Meals-Emp	518520	71	306	306	190	(116)	-37.9%
Travel-Outst-Lodging-Emp	518530	1,253	1,224	1,224	1,278	54	4.4%
Travel-Outst-Incidentals-Emp	518540	137	153	153	140	(13)	-8.5%
Total: Travel		1,645	2,845	2,845	2,388	(457)	-16.1%

Property Management Services		FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and As Passed	Percent Change Recommend and As Passed
Description	Code						
Accreditation/Certification	516575	1,095	-	-	-	-	0.0%
Total: Property Management Services		1,095	-	-	-	-	0.0%

Total: 2. OPERATING	639,420	668,947	668,947	619,703	(49,244)	-7.4%
Total Expenses:	2,931,844	3,034,563	3,034,563	2,994,334	(40,229)	-1.3%

State of Vermont

Fund Name	Fund Code	FY2016 Actuals	FY2017 Original As Passed Budget	FY2017 Governor's BAA Recommended Budget	FY2018 Governor's Recommended Budget	Difference Between FY2018 Governor's Recommend and FY2017 As Passed	Percent Change FY2018 Governor's Recommend and FY2017 As Passed
General Fund	10000	1,032,094	1,133,838	1,133,838	1,309,469	175,631	15.5%
Genetically Engineered Food Labeling Fund	21057	240	-	-	-	-	0.0%
Inter-Unit Transfers Fund	21500	412,138	431,197	431,197	363,855	(67,342)	-15.6%
Financial Management Fund	59300	2,931,844	3,034,563	3,034,563	2,994,334	(40,229)	-1.3%
Funds Total:		4,376,317	4,599,598	4,599,598	4,667,658	68,060	1.5%
Position Count					29.00		
FTE Total					29.00		

Personnel Summary Reports

 Department of Finance & Management



Section 6

**FY 2018 Budget
Submission**

State of Vermont

FY2018 Governor's Recommended Budget Position Summary Report

1110003000-Finance and management - budget and management

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
017013	91590E - Private Secretary	1.00	1.00	60,000	34,650	4,590	99,240
020001	054000 - Director Budget & Management	1.00	1.00	92,414	34,264	7,070	133,748
020003	053800 - Senior Budget & Mgt Analyst	1.00	1.00	75,982	37,544	5,812	119,338
020005	053800 - Senior Budget & Mgt Analyst	1.00	1.00	91,291	17,368	6,984	115,643
020007	486700 - Budget & Management Analyst	1.00	1.00	64,834	20,919	4,960	90,713
020008	486700 - Budget & Management Analyst	1.00	1.00	64,834	35,525	4,960	105,319
020014	053800 - Senior Budget & Mgt Analyst	1.00	1.00	99,632	27,225	7,622	134,479
020069	486700 - Budget & Management Analyst	1.00	1.00	62,379	35,080	4,772	102,231
020076	549100 - Assistant Director Budget & Management	1.00	1.00	83,678	33,351	6,401	123,430
027001	90120A - Commissioner	1.00	1.00	124,302	46,302	9,508	180,112
027003	90570D - Deputy Commissioner	1.00	1.00	115,419	49,164	8,829	173,412
Total		11.00	11.00	934,765	371,392	71,508	1,377,665

State of Vermont

FY2018 Governor's Recommended Budget Position Summary Report

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
10000	General Fund	8.60	11.00	700,746	267,896	53,607	1,022,249
21500	Inter-Unit Transfers Fund	2.40		234,019	103,496	17,901	355,416
Total		11.00	11.00	934,765	371,392	71,508	1,377,665

State of Vermont

FY2018 Governor's Recommended Budget Position Summary Report

1115001000-Finance and management - financial operations

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
020009	030700 - Asst Dir Statewide Reporting	1.00	1.00	78,520	15,053	6,007	99,580
020012	031900 - Director Financial Operations	1.00	1.00	80,538	38,371	6,161	125,070
020013	065800 - Statewide Fin Rep Analyst II	1.00	1.00	76,170	22,973	5,827	104,970
020016	063900 - Helpdesk Analyst III	1.00	1.00	76,170	37,404	5,827	119,401
020026	487200 - Vision Support Specialist II	1.00	1.00	67,538	29,600	5,166	102,304
020028	068300 - VISION Financial Analyst II	1.00	1.00	59,550	11,478	4,555	75,583
020034	487200 - Vision Support Specialist II	1.00	1.00	57,616	11,133	4,407	73,156
020037	064100 - VISION Operations Analyst IV	1.00	1.00	80,600	23,776	6,166	110,542
020044	013300 - Statewide Grants Administrator	1.00	1.00	98,301	41,590	7,520	147,411
020046	030400 - Director Statewide Reporting	1.00	1.00	102,045	19,317	7,807	129,169
020051	064300 - Vision Financial Analyst I	1.00	1.00	57,928	34,140	4,432	96,500
020052	068300 - VISION Financial Analyst II	1.00	1.00	61,464	20,167	4,702	86,333

State of Vermont

FY2018 Governor's Recommended Budget Position Summary Report

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
020053	065000 - Dir Statewide Accounting	1.00	1.00	83,866	38,974	6,416	129,256
020054	065800 - Statewide Fin Rep Analyst II	1.00	1.00	69,326	30,079	5,303	104,708
020055	018100 - Change Management Director	1.00	1.00	81,099	38,473	6,204	125,776
020070	487200 - Vision Support Specialist II	1.00	1.00	52,083	27,698	3,984	83,765
020071	056600 - Asst Dir of Statewide Account	1.00	1.00	76,170	37,579	5,827	119,576
020073	068300 - VISION Financial Analyst II	1.00	1.00	59,550	34,430	4,555	98,535
Total		18.00	18.00	1,318,534	512,235	100,866	1,931,635

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
59300	Financial Management Fund	18.00	18.00	1,318,534	512,235	100,866	1,931,635
Total		18.00	18.00	1,318,534	512,235	100,866	1,931,635

Organizational Charts

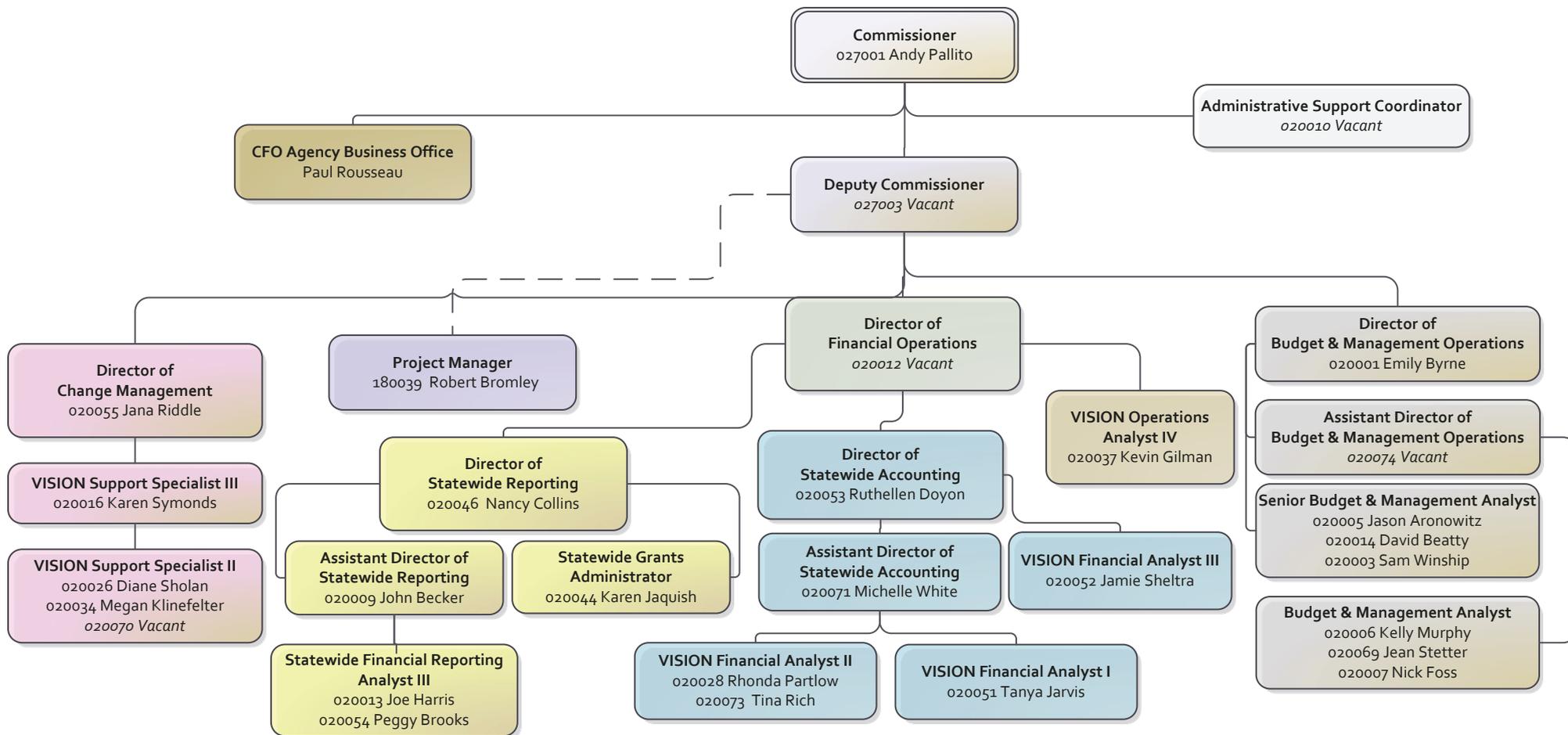


Department of Finance &
Management



Section 7

**FY 2018 Budget
Submission**



Federal Receipts, Interdepartmental Receipts & Grants Out

 Department of Finance &
Management



Section 8

**FY 2018 Budget
Submission**

State of Vermont

Department: 1110003000 - Finance and management - budget and management

Budget Request Code	Fund	Justification	Est Amount
6924	21500	Receipts received from Finance - Financial Operations for services and management provided by the Budget & Management Office.	\$363,855
		Total	\$363,855

Carry Forward Report

 Department of Finance &
Management



Section 9

**FY 2018 Budget
Submission**

Department of Finance & Management
Carryforward Projections

Program	Final Carryforward 6/30/2016	FY 2017 Appropriated Funding	FY 2017 Estimated Expenditures	Estimated Carryforward 6/30/2017
General Fund:				
Finance - Budget & Management:	\$85,908	\$1,080,699	(\$1,166,607)	\$0
Total General Fund:	\$85,908	\$1,080,699	(\$1,166,607)	\$0
TOTALS:	\$85,908	\$1,080,699	(\$1,166,607)	\$0