

Ancillary Appropriations

Department Description

Ancillary Appropriations consists of 11 budget units from four different departments, which all assist their respective departments in achieving their goals through the provision of needed services. Individual departments and budget units include:

Executive Department

- Office of Group Benefits
- Office of Risk Management
- Administrative Services
- Louisiana Property Assistance Agency
- Federal Property Assistance Agency
- Office of Telecommunications Management
- Office of Aircraft Services

Department of Public Safety and Corrections

- Donald J. Thibodaux Training Academy
- Prison Enterprises

Department of Health and Hospitals

- Safe Drinking Water Revolving Loan Fund

Department of Environmental Quality

- Clean Water State Revolving Fund

Ancillary Appropriations Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 906,788	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	274,617,463	292,957,150	292,957,150	290,047,820	291,947,808	(1,009,342)



Ancillary Appropriations Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Fees and Self-generated Revenues	1,245,648,992	1,292,554,865	1,292,554,865	1,295,575,969	1,279,188,792	(13,366,073)
Statutory Dedications	111,605,508	88,000,000	88,000,000	81,000,000	81,000,000	(7,000,000)
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	9,275,878	31,500,000	31,500,000	31,500,000	31,500,000	0
Total Means of Financing	\$ 1,642,054,629	\$ 1,705,012,015	\$ 1,705,012,015	\$ 1,698,123,789	\$ 1,683,636,600	\$ (21,375,415)
Expenditures & Request:						
Donald J. Thibodaux Training Academy	\$ 6,586,069	\$ 7,441,636	\$ 7,441,636	\$ 7,863,040	\$ 7,951,902	\$ 510,266
Central Regional Laundry	500,184	853,920	853,920	0	0	(853,920)
Office of Group Benefits	1,220,836,309	1,282,164,016	1,282,164,016	1,286,838,405	1,269,845,097	(12,318,919)
Office of Risk Management	205,138,877	216,909,162	216,909,162	215,191,609	219,800,552	2,891,390
Administrative Services	7,653,547	8,160,431	8,160,431	8,335,928	8,083,410	(77,021)
Louisiana Property Assistance	6,833,690	5,627,886	5,627,886	5,222,445	5,075,676	(552,210)
Federal Property Assistance	2,915,341	4,688,768	4,688,768	4,910,349	4,835,961	147,193
Office of Telecommunications Management	49,375,794	55,299,499	55,299,499	52,978,084	52,268,735	(3,030,764)
Prison Enterprises	29,201,580	35,848,715	35,848,715	35,741,136	34,668,112	(1,180,603)
Office of Aircraft Services	2,178,200	2,017,982	2,017,982	2,042,793	2,107,155	89,173
Clean Water State Revolving Fund	55,819,783	46,000,000	46,000,000	45,000,000	45,000,000	(1,000,000)
Safe Drinking Water Revolving Loan Fund	55,015,255	40,000,000	40,000,000	34,000,000	34,000,000	(6,000,000)
Total Expenditures & Request	\$ 1,642,054,629	\$ 1,705,012,015	\$ 1,705,012,015	\$ 1,698,123,789	\$ 1,683,636,600	\$ (21,375,415)
Authorized Full-Time Equivalents:						
Classified	812	718	718	708	514	(204)
Unclassified	3	3	3	3	2	(1)
Total FTEs	815	721	721	711	516	(205)



21-790 — Donald J. Thibodaux Training Academy

Agency Description

Donald J. Thibodaux Training Academy is an ancillary agency in the Department of Public Safety and Corrections, Public Safety Services, Office of the State Police.

The Donald J. Thibodaux Training Academy will provide basic and continuing training to State Police personnel, other law enforcement agencies as well as various commercial entities. It is dedicated to producing law enforcement officers that will be highly educated and skilled with the competency necessary to perform their duties in a manner consistent with the Agency Philosophy.

The Donald J. Thibodaux Training Academy was instituted to provide a training school for Public Safety and other employees of the state. In addition to the mandated training requirements and to fulfill the requirements of Acts 10 and 19 of 1988, as well as Louisiana Revised Statutes 40:1375, 42:1264, the academy has entered into or is presently developing revenue producing programs on a contractual basis. These programs include: the Academy Federal Marketing Program initiated to provide facilities and professional instruction for other federal agencies, the Academy General Marketing Program initiated to provide national and international training support for authorized countries and agencies, and the Emergency Response Training Center provides the highest level of training in the handling of hazardous material incidents. The Donald J. Thibodaux Training academy has only one program, Administrative. Therefore the mission and goals of the Donald J. Thibodaux Training academy are the same as those listed for the Administrative Program in the program description that follows.

Donald J. Thibodaux Training Academy Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	2,294,914	3,027,255	3,027,255	3,207,431	2,816,109	(211,146)
Fees and Self-generated Revenues	4,291,155	4,414,381	4,414,381	4,655,609	5,135,793	721,412
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 6,586,069	\$ 7,441,636	\$ 7,441,636	\$ 7,863,040	\$ 7,951,902	\$ 510,266
Expenditures & Request:						
Administrative	\$ 6,586,069	\$ 7,441,636	\$ 7,441,636	\$ 7,863,040	\$ 7,951,902	\$ 510,266



Donald J. Thibodaux Training Academy Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Expenditures & Request	\$ 6,586,069	\$ 7,441,636	\$ 7,441,636	\$ 7,863,040	\$ 7,951,902	\$ 510,266
Authorized Full-Time Equivalents:						
Classified	41	39	39	39	39	0
Unclassified	0	0	0	0	0	0
Total FTEs	41	39	39	39	39	0



790_1000 — Administrative

Program Authorization: Act 10 of 1998, La R.S. 40:1375 and 42:1264

Program Description

The mission of the Administrative Program is to provide basic and continuing training to State Police and other law enforcement agencies, so that they will be educated, skilled, and highly capable of performing their duties in a professional and appropriate manner.

The goals of the Administrative Program are:

- I. Provide knowledge, skills and career development.
- II. Partner with government and private industry to provide training programs at the Joint Emergency Services Training Center (JESTC)
- III. Provide a variety of nutritious and well balanced meals to its principal clients at a reasonable cost.

The Administrative Program consists of the following activities (organizationally expressed as sections): Administrative, Operations, and Food Services.

- The Administrative Section is responsible for the coordination of the agency's budget, legislative and agency planning, and coordinating all training and logistical needs of Public Safety Services, other state, federal and local agencies utilizing the Donald J. Thibodaux Training Academy.
- The Operations Section is responsible for training needs and requests; training and re-certification for all required topics of the Office of State Police; coordination of instructors, training materials, classrooms, equipment, and all other materials and needs to conduct a State Police Cadet Academy, in-service training, professional development courses, professional training courses, and other specialized training required to enable the Louisiana State Police to accomplish their mission.
- The Food Services Section consists of four cafeterias. The Barracks kitchen serves only housed inmates and Department of Public Safety Officers seven days a week three meals per day. The Headquarters Cafeteria's primary function is to serve employees on the Headquarters Compound in addition to any agencies and the general public. The Academy Cafeteria's function is to serve the troopers, cadets, and any other agencies, including both state and private. The Holden Cafeteria's primary function is to serve food and lodging for both state and private agencies in training at the Holden Emergency Response Training Facility.



Administrative Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	2,294,914	3,027,255	3,027,255	3,207,431	2,816,109	(211,146)
Fees and Self-generated Revenues	4,291,155	4,414,381	4,414,381	4,655,609	5,135,793	721,412
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 6,586,069	\$ 7,441,636	\$ 7,441,636	\$ 7,863,040	\$ 7,951,902	\$ 510,266
Expenditures & Request:						
Personal Services	\$ 2,971,980	\$ 4,002,612	\$ 4,002,612	\$ 4,349,873	\$ 3,984,318	\$ (18,294)
Total Operating Expenses	2,640,977	2,136,635	2,136,635	2,181,505	2,136,635	0
Total Professional Services	188,640	437,455	437,455	446,642	437,455	0
Total Other Charges	784,472	864,934	864,934	885,020	875,154	10,220
Total Acq & Major Repairs	0	0	0	0	518,340	518,340
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 6,586,069	\$ 7,441,636	\$ 7,441,636	\$ 7,863,040	\$ 7,951,902	\$ 510,266
Authorized Full-Time Equivalents:						
Classified	41	39	39	39	39	0
Unclassified	0	0	0	0	0	0
Total FTEs	41	39	39	39	39	0

Source of Funding

This program is funded from Interagency Transfers and Fees and Self-generated Revenues. The Interagency Transfers are derived by charging various agencies (including State Police) for use of the academy and cafeteria services. The Fees and Self-generated Revenues are derived by charging law enforcement agencies and private sector clients for the use of the dormitory, classroom facilities, and cafeteria services.



Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 7,441,636	39	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	1,259	0	Civil Service Training Series
0	(48,428)	0	State Employee Retirement Rate Adjustment
0	343,301	0	State Police Retirement Rate Adjustment
0	184,932	0	Salary Base Adjustment
0	(395,839)	0	Attrition Adjustment
0	518,340	0	Acquisitions & Major Repairs
0	9,939	0	Risk Management
0	(159)	0	UPS Fees
0	440	0	Civil Service Fees
0	(103,519)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
\$ 0	\$ 7,951,902	39	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 7,951,902	39	Base Executive Budget FY 2012-2013
\$ 0	\$ 7,951,902	39	Grand Total Recommended

Professional Services

Amount	Description
\$30,000	To conduct medical screenings/evaluations for potential and current DPS employees
\$206,500	To provide necessary In-Service training for commissioned officers.
\$200,955	JESTC's operating contracts (such as food service)
\$437,455	TOTAL PROFESSIONAL SERVICES

Other Charges

Amount	Description
Other Charges:	
\$332,745	Donald J. Thibodaux Training Academy - In-Service Training



Other Charges (Continued)

Amount	Description
\$36,240	Interagency Transfer Agreement with the Department of Wildlife and Fisheries for in-service training
\$368,985	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$378,847	Office of Risk Management (ORM)
\$2,341	Uniform Payroll System (UPS) Fees
\$51,000	Office of Telecommunications Management (OTM) Fees
\$4,041	Civil Service and Comprehensive Public Training Program (CPTP) Fees
\$69,940	Food Supplies
\$506,169	SUB-TOTAL INTERAGENCY TRANSFERS
\$875,154	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$383,000	JESTC and Cafeteria Major Repairs
\$135,340	JESTC Acquisitions
\$518,340	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

- (KEY) Through the Training activity, by June 30, 2016, 95% of officers will attend in-service training to receive instruction in contemporary law enforcement topics and demonstrate proficiency in the use of firearms and defensive tactics.**

Human Resource Policies Beneficial to Women and Families Link: Public Safety Services grants flexible work schedules, to accommodate employees with child care or other family issues. The Department has an Employee Assistance Program, which provides information and guidance for employees and/or family members. In accordance with Federal Law, the Department supports the Family and Medical Leave Law Act and uphold practices within those guidelines, supporting employees and families.

Children's Budget Link: Not Applicable

Other Link(s): Not Applicable



Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Number of In-Service Courses Delivered (LAPAS CODE - 5904)	60	43	25	25	20	20
The department instituted a 40-hour in-service for calendar year 2011, which greatly reduced the number of in-service sessions per year.							
K	Number of Commissioned Officers attending In- Service Courses (LAPAS CODE - 24182)	1,189	1,135	1,059	1,059	1,059	1,059
Louisiana law requires that 100% of the commissioned officers re-qualify with their weapons annually. However, due to terminations, retirements, resignations, and illnesses, 100% is never achieved.							
K	Percentage of Commissioned Officers attending In-Service Courses (LAPAS CODE - 22424)	95%	95%	95%	95%	95%	95%
Louisiana law requires that 100% of the commissioned officers re-qualify with their weapons annually. However, due to terminations, retirements, resignations, and illnesses, 100% is never achieved.							

2. (KEY) Through the Training activity, to conduct at least one State Police cadet class annually through June 30, 2016.

Human Resource Policies Beneficial to Women and Families Link: Public Safety Services grants flexible work schedules, to accommodate employees with child care or other family issues. The Department has an Employee Assistance Program, which provides information and guidance for employees and/or family members. In accordance with Federal Law, the Department supports the Family and Medical Leave Law Act and uphold practices within those guidelines, supporting employees and families.

Children's Budget Link: Not Applicable

Other Link(s): Not Applicable



Performance Indicators

L e v e l	Performance Indicator Name	Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Indicator Values			
				Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of cadets successfully completing training (LAPAS CODE - 22425)	Not Applicable	0	0	0	90%	0
Funding was not provided for a State Trooper Cadet class in Fiscal Years 2010-2011, 2011-2012, and 2012-2013. Continuation Budget Level for Fiscal Year 2012-2013 anticipated the department conducting one cadet class during the fiscal year.							
K	Number of State Police cadet classes conducted (LAPAS CODE - 20794)	Not Applicable	0	0	0	1	0
Funding was not provided for a State Trooper Cadet class in Fiscal Years 2010-2011, 2011-2012, and 2012-2013. Continuation Budget Level for Fiscal Year 2012-2013 anticipated the department conducting one cadet class during the fiscal year.							
S	Number of cadets entering training (LAPAS CODE - 20795)	Not Applicable	0	0	0	50	0
Funding was not provided for a State Trooper Cadet class in Fiscal Years 2010-2011, 2011-2012, and 2012-2013. Continuation Budget Level for Fiscal Year 2012-2013 anticipated the department conducting one cadet class during the fiscal year.							
S	Number of cadets successfully completing training (LAPAS CODE - 24183)	Not Applicable	0	0	0	45	0
Funding was not provided for a State Trooper Cadet class in Fiscal Years 2010-2011, 2011-2012, and 2012-2013. Continuation Budget Level for Fiscal Year 2012-2013 anticipated the department conducting one cadet class during the fiscal year.							

3. (KEY) Through the Public Safety Services Cafeteria, to support all agencies within Public Safety services and the general public by providing affordable food service through June 30, 2016.

Children's Budget Link: Not Applicable

Human Resources Policies Beneficial to Women and Families Link: Public Safety Services grants flexible work schedules to accommodate employees with child care or other family issues. The department has an employee assistance program which provides information and guidance for employees and/or family members. In accordance with federal law, the department supports the Family and Medical Leave Law and uphold practices within those guidelines, supporting employees and families.

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or other): Not Applicable



Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percent of operation costs self-funded (LAPAS CODE - 24221)	100%	100%	100%	100%	100%	100%
K	Sales to state agencies (LAPAS CODE - 6000)	\$ 660,679	\$ 456,120	\$ 653,834	\$ 653,834	\$ 656,834	\$ 680,744
	Sales to other state agencies are beyond the control of the agency.						
K	Sales to customers (LAPAS CODE - 6001)	\$ 816,153	\$ 602,230	\$ 680,744	\$ 680,744	\$ 680,744	\$ 656,834
	Sales to customers are beyond the control of the agency.						



21-796 — Central Regional Laundry

Agency Description

Central Regional Laundry is being eliminated in FY 2012-2013.

Central Regional Laundry Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	500,184	853,920	853,920	0	0	(853,920)
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 500,184	\$ 853,920	\$ 853,920	\$ 0	\$ 0	\$ (853,920)
Expenditures & Request:						
Central Regional Laundry	\$ 500,184	\$ 853,920	\$ 853,920	\$ 0	\$ 0	\$ (853,920)
Total Expenditures & Request	\$ 500,184	\$ 853,920	\$ 853,920	\$ 0	\$ 0	\$ (853,920)
Authorized Full-Time Equivalents:						
Classified	10	10	10	0	0	(10)
Unclassified	0	0	0	0	0	0
Total FTEs	10	10	10	0	0	(10)



796_1000 — Central Regional Laundry

Program Authorization: R.S. 36:258(C); R.S. 28:1 - 723

Program Description

Central Regional Laundry is being eliminated in FY 2012-2013.

Central Regional Laundry Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	500,184	853,920	853,920	0	0	(853,920)
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 500,184	\$ 853,920	\$ 853,920	\$ 0	\$ 0	\$ (853,920)
Expenditures & Request:						
Personal Services	\$ 373,042	\$ 549,111	\$ 549,111	\$ 0	\$ 0	\$ (549,111)
Total Operating Expenses	118,697	260,686	260,686	0	0	(260,686)
Total Professional Services	0	0	0	0	0	0
Total Other Charges	8,445	19,123	19,123	0	0	(19,123)
Total Acq & Major Repairs	0	25,000	25,000	0	0	(25,000)
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 500,184	\$ 853,920	\$ 853,920	\$ 0	\$ 0	\$ (853,920)
Authorized Full-Time Equivalents:						
Classified	10	10	10	0	0	(10)
Unclassified	0	0	0	0	0	0
Total FTEs	10	10	10	0	0	(10)



Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 853,920	10	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
Non-Statewide Major Financial Changes:			
0	(853,920)	(10)	Removes the budget from the Central Regional Laundry as this agency has ceased operations as of August 1, 2011.
\$ 0	\$ 0	0	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 0	0	Base Executive Budget FY 2012-2013
\$ 0	\$ 0	0	Grand Total Recommended



21-800 — Office of Group Benefits



Agency Description

The Mission of the Office of Group Benefits is to offer an employee benefits system that meets or exceeds industry standards and/or benchmarks.

The Office of Group Benefits administers the group health and accident insurance and group life insurance to political subdivision employees, political subdivision retirees, state employees, retired state employees, school board employees, school board retirees, and their dependents. This program came into existence with Act 745 in 1979.

For additional information, see:

[Office of Group Benefits](#)

Office of Group Benefits Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	0	412,903	412,903	400,490	400,490	(12,413)
Fees and Self-generated Revenues	1,211,560,431	1,250,251,113	1,250,251,113	1,254,937,915	1,237,944,607	(12,306,506)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	9,275,878	31,500,000	31,500,000	31,500,000	31,500,000	0
Total Means of Financing	\$ 1,220,836,309	\$ 1,282,164,016	\$ 1,282,164,016	\$ 1,286,838,405	\$ 1,269,845,097	\$ (12,318,919)
Expenditures & Request:						
State Group Benefits	\$ 1,220,836,309	\$ 1,282,164,016	\$ 1,282,164,016	\$ 1,286,838,405	\$ 1,269,845,097	\$ (12,318,919)



Office of Group Benefits Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Expenditures & Request	\$ 1,220,836,309	\$ 1,282,164,016	\$ 1,282,164,016	\$ 1,286,838,405	\$ 1,269,845,097	\$ (12,318,919)
Authorized Full-Time Equivalents:						
Classified	324	324	324	324	148	(176)
Unclassified	3	3	3	3	2	(1)
Total FTEs	327	327	327	327	150	(177)



800_E000 — State Group Benefits

Program Authorization: LSA-R.S. 42:801 et. seq (Chapter 12 of Title 42 of the Louisiana Revised Statutes of 1950, Section 821, 851 and 871-879 as amended by Act 150 of the First Extraordinary Session of 1998)

Program Description

The mission of the Office of Group Benefits is to offer an employee benefits system that meets or exceeds industry standards and/or benchmarks.

The goals of the Office of Group Benefits for the years 2008 through 2013 are as follows:

- To measure and improve operational efficiency and effectiveness at the Office of Group Benefits.
- To continuously increase customer satisfaction for the Office of Group Benefits' customers.
- To improve the health of the plan members.

The Office of Group Benefits consists of the following activities:

Health Insurance - Provides state employees, retirees and their dependants a comprehensive benefits plan through the PPO and HMO plans offered. All of these plans include a prescription drug plan and mental health and substance abuse coverage. Additionally, Consumer Driven Health Plans (CDHPs) with Health Savings Accounts (HSAs) are offered.

Life Insurance - Provides affordable term life insurance products for eligible employees and retirees, with the State of Louisiana participating in 50% of the cost. Life insurance is available on eligible dependents with no State participation.

Fully Insured Products - Provides an alternative health option for those members whose needs are not best suited by enrollment in the PPO and HMO plans. The alternatives offered are Medical Home Health Plan (Northeast LA only) and Medicare Advantage Plans. These products are fully insured by the underwriters and involve lower premium costs along with certain restrictions on access to health care.

DHH Products - Provides an efficient means to enroll members, compute premiums, issue invoices, collect payments, account for funds, create and maintain databases of those individuals enrolled in the LaCHIP Affordable Plan, Family Opportunity Act, and Medicaid Purchase Plan.

Administrative Duties - Performs the administrative duties for the health and accidental benefits, life insurance, and the flexible benefits plan offered to state employees, retirees and their dependents.



State Group Benefits Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	0	412,903	412,903	400,490	400,490	(12,413)
Fees and Self-generated Revenues	1,211,560,431	1,250,251,113	1,250,251,113	1,254,937,915	1,237,944,607	(12,306,506)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	9,275,878	31,500,000	31,500,000	31,500,000	31,500,000	0
Total Means of Financing	\$ 1,220,836,309	\$ 1,282,164,016	\$ 1,282,164,016	\$ 1,286,838,405	\$ 1,269,845,097	\$ (12,318,919)
Expenditures & Request:						
Personal Services	\$ 23,046,157	\$ 24,541,320	\$ 24,186,324	\$ 24,886,249	\$ 11,938,417	\$ (12,247,907)
Total Operating Expenses	5,851,577	10,986,021	10,986,021	11,130,993	11,130,993	144,972
Total Professional Services	11,372,856	15,365,800	15,365,800	16,874,280	15,203,443	(162,357)
Total Other Charges	1,180,133,601	1,230,367,875	1,230,367,875	1,232,750,385	1,230,375,746	7,871
Total Acq & Major Repairs	432,118	903,000	903,000	1,196,498	1,196,498	293,498
Total Unallotted	0	0	354,996	0	0	(354,996)
Total Expenditures & Request	\$ 1,220,836,309	\$ 1,282,164,016	\$ 1,282,164,016	\$ 1,286,838,405	\$ 1,269,845,097	\$ (12,318,919)
Authorized Full-Time Equivalents:						
Classified	324	324	324	324	148	(176)
Unclassified	3	3	3	3	2	(1)
Total FTEs	327	327	327	327	150	(177)

Source of Funding

This program is funded with Interagency Transfers, Fees and Self-generated Revenues, and Federal Funds. The Interagency Transfers budget authority is received from the Department of Health and Hospitals for the administration of LaCHIP, Family Opportunity Act, and the Medicaid Purchase Plan. Fees and Self-generated Revenues are received from state agencies, colleges and universities, judicial and legislative branch entities, school boards and non-state agencies who participate in the Group Insurance program and premiums collected from plan members and employees, as well as earnings of program funds. Federal funds are received due to partici-



pation in the Employer Group Waiver Plan (EGWP). Participation in EGWP, offered through Center of Medicare & Medicaid Services (CMS), will allow the agency to receive reimbursements of up to 67% of prescription drug costs for retirees enrolled in Medicare. Participation in EGWP will coincide with the move to a calendar year for benefit plans. The move to a calendar year for benefit plans will allow the agency to receive additional subsidies built into EGWP to provide catastrophic coverage to plan participants.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 1,282,164,016	327	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	(436,163)	(9)	Annualization of Executive Order 11-12 Hiring Freeze
0	58,436	0	Civil Service Training Series
0	(896,141)	0	State Employee Retirement Rate Adjustment
0	(556,896)	0	Salary Base Adjustment
0	1,196,498	0	Acquisitions & Major Repairs
0	(903,000)	0	Non-Recurring Acquisitions & Major Repairs
0	(30,789)	0	Risk Management
0	(4,691)	0	Legislative Auditor Fees
0	1,316	0	Rent in State-Owned Buildings
0	129	0	Maintenance in State-Owned Buildings
0	(673)	0	UPS Fees
0	5,262	0	Civil Service Fees
0	(2,219)	0	State Treasury Fees
0	(240)	0	Office of Computing Services Fees
0	(620,629)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
0	858,480	0	This adjustment provides for an increase in Professional Services in order to provide for the increased costs associated with actuary services, management consulting for Inpatient/outpatient reimbursement, a medical director for case management services, utilization management services, and disease management program for members with chronic diseases.
0	327,917	0	This adjustment provides for an increase in Interagency Transfer expenditures due to increased fees and cost allocations assessed by other state agencies.
0	2,409,000	0	This adjustment represents the annualization of costs associated with a contract with the LSU-Pennington Biomedical Research Center to assess and evaluate the health benefits and cost effectiveness of medical and surgical treatments for obesity.
0	144,972	0	This adjustment increases Operating Services due to increased costs associated with software maintenance and licensing renewals.
0	(619,488)	(7)	This adjustment represents the elimination of seven (7) T.O. and two (2) part-time WAEs and associated funding within the Human Resources (HR) activity of the Office of Group Benefits (OGB). Of the seven (7) T.O. positions to be eliminated, four (4) will be transferred to the Division of Administration's Office of Human Resources, which will handle OGB's HR needs.



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(13,250,000)	(161)	This adjustment provides for savings and personnel reductions as a result of efficiencies realized through the move to a third party administrator (TPA) for the Office of Group Benefits' Preferred Provider Organization (PPO) plan. The TPA contract will be in place for the beginning of Group Benefit's plan year starting January 1, 2013. The reduction amount represents six months of savings to be realized through the end of FY 12-13 (annualized savings is \$26.5 million).
\$ 0	\$ 1,269,845,097	150	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 1,269,845,097	150	Base Executive Budget FY 2012-2013
\$ 0	\$ 1,269,845,097	150	Grand Total Recommended

Professional Services

Amount	Description
\$100,000	Accounting and Auditing - Auditing of contracted health provider's claims payments
\$840,000	Management and Consulting - Buck Consultants, LLC - Actuarial services
\$40,000	Management and Consulting - David Giles - Provider services, reimbursement evaluation, etc.
\$100,000	Management and Consulting - Misc.
\$100,000	Legal - Long law Firm - Legal representation
\$100,000	Legal - Phelps Dunbar, LLC - Litigation services
\$20,000	Legal - Roedel, Parsons, Koch, Blache, Balhoff & McCollister - Legal representation
\$10,000	Legal - Taylor, Porter, Brooks & Phillips - Legal counseling
\$89,280	Medical and Dental - George McKnight - Medical Director services
\$20,000	Medical and Dental - Medical Review Institute of America - Medical claims external review
\$40,000	Medical and Dental - Utilization Management Corp. - Medical claims review
\$15,000	Medical and Dental - Joseph Levatino, DDS LLC - Medical and dental consulting
\$15,000	Medical and Dental - Michael Casadaban, DDS - Medical and dental consulting
\$15,000	Medical and Dental - Samuel Levatino, DDS - Medical and dental consulting
\$20,000	Medical and Dental - Misc.
\$1,850,000	Other Professional Services - Kepro Acquisitions, Inc. - Utilization management review services
\$10,329,163	Other Professional Services - various vendors - Chronic disease management program
\$1,500,000	Other Professional Services - Managed Care Systems - IMPACT system technical assistance
\$15,203,443	TOTAL PROFESSIONAL SERVICES



Other Charges

Amount	Description
	Other Charges:
\$287,610,338	Misc Charges - Catalyst RX - Prescription drug payments for the PPO, HMO, and EPO plans.
\$600,186,248	Misc Charges - Blue Cross administered HMO/EPO - Medical Claim Payments
\$251,099,814	Misc Charges - OGB administered PPO - Medical Claim Payments
\$2,500,000	Misc Charges - Humana Health Benefit Plan - Premium payments for the Medicare Advantage Plan
\$400,000	Misc Charges - People's Health - Premium payments for the Medicare Advantage Plan
\$12,000,000	Misc Charges - United Behavioral Health - Mental Health/Substance Abuse Claims Payments
\$300,000	Misc Charges - United Healthcare - Health Savings Account Plan
\$500,000	Misc Charges - United Healthcare - Consumer Driven Health Plan
\$350,000	Misc Charges - United Healthcare - Medicare Advantage Plan
\$800,000	Misc Charges - Vantage - Fully Insured HMO Plan
\$28,000,000	Misc Charges - Vantage - Medical Home HMO Plan
\$7,000,000	Misc Charges - Vantage - Medicare Advantage Plan
\$6,100,000	Misc Charges - LaChip V - Claim payments for the LaCHIP Affordable Plan.
\$100,000	Misc Charges - Family Opportunity Act - Allows low and middle-income families to access appropriate health care for their child with a disability through the Medicaid program
\$200,000	Misc Charges - Medicaid Purchase Plan
\$28,000,000	Misc Charges - Prudential Insurance - Life Insurance Premium payments
\$5,000	Misc Charges - Court Reporting/Legal Fees/Settlements
\$175,000	Misc Charges - Datapath - Flexible Spending Account
\$249,000	Misc Charges - Training
\$50,000	Misc Charges - Beech Street Corp. - Provides a national health care provider network to assist OGB's PPO plan members that need out-of-network services in emergency situation (loss of life or limb) when they travel outside of LA and the processing of claims that result under extraordinary conditions.
\$1,225,625,400	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$225,151	Legislative Auditor Fees
\$77,983	State Civil Service Fees
\$123,180	Office of the Secretary of State - Imaging/microfilm
\$53,228	State Treasurer Fees
\$6,173	Department of Public Safety - Capitol Police Fees
\$2,409,000	LSU Pennington Biomedical Research Center - Obesity Study
\$126,000	Office of State Printing
\$20,525	Office of State Mail
\$189,430	Office of Risk Management - Insurance Premiums
\$26,700	Office of Computing Services
\$15,965	Division of Administration - Uniform Payroll System Fees
\$28,828	Division of Administration - Maintenance in State-Owned Buildings
\$47,468	Division of Administration - Rent in State-Owned Buildings
\$210,167	Division of Administration - Cost Allocation for salaries and related benefits
\$317,240	Division of Administration - Human Resources services
\$6,100	Rentals - LSU Alexandria, Pennington Biomedical, SLU
\$857,208	Office of Telecommunications Management - Telephone and data fees
\$10,000	Westlaw subscription



Other Charges (Continued)

Amount	Description
\$4,750,346	SUB-TOTAL INTERAGENCY TRANSFERS
\$1,230,375,746	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$90,000	Capitalized Automobile - Four (4) replacement vehicles
\$498,000	Capitalized Software - Oracle Tools, Oracle licenses, Oracle Dataguard, VMware Tools, Right Answers, OPNET, response time monitoring tools
\$469,998	Capitalized Hardware - IBM P Series Server, DASD Storage disk drives, replacement Intel servers, APC UPS batteries, replacement scanners, Brocade switches
\$30,000	Software - Microsoft upgrades, Linux upgrades
\$18,500	Software - various PC replacement software, Adobe Acrobat Pro
\$55,000	Hardware - Replacement network printers, replacement network equipment, memory
\$35,000	Hardware - Replacement network printers, LTO4 magnetic data storage tapes, NetBotz monitoring equipment
\$1,196,498	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

- (KEY) Through the Health Insurance activity, maintain the efficiency and effectiveness of The Office of Group Benefits processes for the current and future years.**

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not applicable

Explanatory Note: The primary mission of the Office of Group Benefits (OGB) is to offer an employee benefits system that meets or exceeds industry standards and/or benchmarks. Health insurance is the main component of a total benefit package that is offered by OGB and the State of Louisiana.



Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Average turnaround time for health claim payments [in days] (LAPAS CODE - 5911)	3.00	6.02	3.00	3.00	3.00	3.00
K	Number of group health and accident claims processed annually (LAPAS CODE - 5912)	7,000,000	9,194,543	7,000,000	7,000,000	7,000,000	7,000,000
K	Dollar amount of claims processed annually [in millions] (LAPAS CODE - 5913)	\$ 500.0	\$ 1,009.0	\$ 500.0	\$ 500.0	\$ 500.0	\$ 500.0
S	Number of HMO plan members (fully insured) (LAPAS CODE - 5914)	2,500	6,171	2,500	2,500	2,500	2,500
S	Number of indemnity plan members (self-insured) (LAPAS CODE - 5915)	130,000	134,916	130,000	130,000	130,000	130,000

State Group Benefits General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Baseline average turnaround time for health claim payments [in days] (LAPAS CODE - 5911)	2.2	2.4	2.2	2.1	6.0
Baseline number of group health and accident claims processed annually (LAPAS CODE - 5912)	5,643,399	6,899,946	6,956,778	7,126,527	9,194,543
Dollar amount of claims processed annually [in millions] (LAPAS CODE - 5913)	\$ 382.4	\$ 435.3	\$ 479.8	\$ 517.0	\$ 1,009.0
Baseline number of HMO plan members (fully insured) (LAPAS CODE - 5914)	2,523	618	837	1,080	6,171
Baseline number of indemnity plan members (self-insured) (LAPAS CODE - 5915)	123,856	128,609	135,859	139,975	134,916

2. (KEY) Through the Administrative Duties activity, maintain administrative costs at a level below industry standards.

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link:



Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Explanatory Note: It is the goal of the Administrative Unit to provide services to its members at the lower possible cost possible by meeting or exceeding industry standards and/or benchmarks. Per the Congressional Budget Office, administrative costs (including advertising and profits) accounted for 12 percent of the average insurer's dollar. However, larger firms with at least 1,000 employees had an average 7 percent in administrative costs.

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
		K Maintaining Administrative Costs at level below industry standard - PPO (LAPAS CODE - 24189)	2.9%	3.4%	2.9%	2.9%	2.9%
K Maintaining Administrative Costs at level below industry standard - Total Administrative Cost (LAPAS CODE - 24190)	4.9%	5.8%	4.9%	4.9%	4.9%	4.9%	

3. (KEY) Through the Life Insurance activity, maintain the current cost for life insurance products offered to state employees, retirees and their dependants.

Children's Budget Link:

Human Resource Policies Beneficial to Women and Families Link:

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Explanatory Note: Provide an affordable term life insurance product for eligible employees and retirees, with the State of Louisiana participating in 50% of the cost. In addition, life insurance is available on eligible dependents with no State participation.



Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Maintaining Current Cost with an Aging Insured Population - Cost Per \$1000 (Employee Life) (LAPAS CODE - 24191)	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
K	Maintaining Current Cost with an Aging Insured Population - Cost Per \$1000 (Dependent Life) (LAPAS CODE - 24192)	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88	\$ 0.88

4. (KEY) Through the Fully Insured Products activity, increase enrollment in alternative health care plans by 3% - 5% annually to lower member costs as well as state contribution for healthcare coverage.

Children's Budget Link:

Human Resource Policies Beneficial to Women and Families Link:

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Explanatory Note: Provide an alternative health option for those members whose needs are not best suited by enrollment in the Preferred Provider Organization (PPO), the Exclusive Provider Organization (EPO), or the Health Maintenance Organization (HMO).

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Provide OGB membership an alternative health care delivery system that stresses a relationship with a primary care physician to provide or coordinate all medical care - % of Billed Premium for Fully Insured (LAPAS CODE - 24193)	1.0%	2.2%	1.0%	1.0%	1.0%	1.0%



5. (KEY) Through the DHH Products activity, maintain current administrative costs for the LaChip, Family Opportunity Act, and Medicaid Purchase Plan programs offered through the Department of Health and Hospitals.

Children's Budget Link:

Human Resource Policies Beneficial to Women and Families Link:

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Explanatory Note: Provide an efficient means to enroll members, compute premiums, issue invoices, collect payments, account for funds, create and maintain databases of individuals that are enrolled in the LaCHIP Affordable Plan, Family Opportunity Act, and Medicaid Purchase Plan using existing resources within OGB.

Performance Indicators

Level	Performance Indicator Name	Performance Indicator Values						
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013	
K	Maintaining Current Administration Cost of DHH Products - Administrative Charge for LaChip (LAPAS CODE - 24194)	\$ 29.36	\$ 29.36	\$ 29.36	\$ 29.36	\$ 29.36	\$ 29.36	
K	Maintaining Current Administration Cost of DHH Products - Administrative Fee charge to DHH for the Family Opportunity Act & Medicaid Purchase Plan (LAPAS CODE - 24195)	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50	\$ 7.50	



21-804 — Office of Risk Management



Agency Description

The mission of the Office of Risk Management is to develop, direct, achieve, and administer a cost-effective, comprehensive risk management program for all agencies, boards and commissions of the State of Louisiana and for any other entity for which the State has an equity interest, in order to preserve and protect the assets of the State of Louisiana.

The goals of the Office of Risk Management are:

- To provide a comprehensive loss prevention program that will minimize losses and protect the assets of the state.
- To manage all state property and liability insurance through commercial underwriters, self-insurance, or a combination of both utilizing sound management practices.

The Office of Risk Management has four programs: Administrative, Claims Losses and Related Payments, Contract Litigation and Risk Litigation. The Office of Risk Management is an ancillary agency in the Division of Administration.

For additional information, see:

[Office of Risk Management](#)

Office of Risk Management Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 753,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	189,047,469	198,714,850	198,714,850	196,997,297	201,606,240	2,891,390
Fees and Self-generated Revenues	14,567,438	16,194,312	16,194,312	16,194,312	16,194,312	0
Statutory Dedications	770,470	2,000,000	2,000,000	2,000,000	2,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 205,138,877	\$ 216,909,162	\$ 216,909,162	\$ 215,191,609	\$ 219,800,552	\$ 2,891,390



Office of Risk Management Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Expenditures & Request:						
Administrative	\$ 11,988,767	\$ 14,626,584	\$ 14,626,584	\$ 13,982,943	\$ 12,510,464	\$ (2,116,120)
Claims Losses and Related Payments	161,789,096	169,459,928	169,459,928	169,086,133	176,228,329	6,768,401
Contract Litigation	14,294,710	15,000,000	15,000,000	15,000,000	15,000,000	0
Division of Risk Litigation	17,066,304	17,822,650	17,822,650	17,122,533	16,061,759	(1,760,891)
Total Expenditures & Request	\$ 205,138,877	\$ 216,909,162	\$ 216,909,162	\$ 215,191,609	\$ 219,800,552	\$ 2,891,390
Authorized Full-Time Equivalents:						
Classified	127	92	92	92	78	(14)
Unclassified	0	0	0	0	0	0
Total FTEs	127	92	92	92	78	(14)



804_E000 — Administrative

Program Authorization: R.S. 39:1527-1544

Program Description

The mission of the Administrative Program is to develop, direct, achieve and administer a cost-effective, comprehensive risk management program for all agencies, boards and commissions of the State of Louisiana and any for any other entity for which the state has an equity interest, in order to preserve and protect the assets of the State of Louisiana and to handle and manage all tort litigation against the state.

The goals of the Administrative Program are:

- To provide a comprehensive loss prevention program that will minimize losses and protect the assets of the state.
- To manage all state property and liability insurance through commercial underwriters, self-insurance, or a combination of both utilizing sound management practices.

The Administrative Program consists of one activity – Administrative Support. The Administration Support activity has the responsibility for the management and direction of the self-insurance program. It provides administrative support functions performed by ORM state employees such as personnel administration, claims processing/payment, accounting, underwriting, contracts administration, information technology, and loss prevention. The program activity also funds certain payments to F. A. Richard & Associates (FARA), under a five year professional services contract with the State of Louisiana effective in fiscal year 2010-2011. The contract essentially out-sources functions formerly performed by ORM employees under a phased in plan. The costs paid to FARA from this program include contract implementation costs during the multi-year phases of the contract, as well as contractual fees for loss prevention services.

Administrative Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	11,988,767	14,626,584	14,626,584	13,982,943	12,510,464	(2,116,120)
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 11,988,767	\$ 14,626,584	\$ 14,626,584	\$ 13,982,943	\$ 12,510,464	\$ (2,116,120)



Administrative Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Expenditures & Request:						
Personal Services	\$ 7,429,838	\$ 8,364,923	\$ 8,364,923	\$ 8,312,757	\$ 6,842,312	\$ (1,522,611)
Total Operating Expenses	823,265	1,744,362	1,744,362	1,333,376	1,333,376	(410,986)
Total Professional Services	1,820,894	1,803,330	1,803,330	1,788,710	1,788,710	(14,620)
Total Other Charges	1,911,785	2,660,969	2,660,969	2,513,100	2,511,066	(149,903)
Total Acq & Major Repairs	2,985	53,000	53,000	35,000	35,000	(18,000)
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 11,988,767	\$ 14,626,584	\$ 14,626,584	\$ 13,982,943	\$ 12,510,464	\$ (2,116,120)
Authorized Full-Time Equivalents:						
Classified	127	92	92	92	78	(14)
Unclassified	0	0	0	0	0	0
Total FTEs	127	92	92	92	78	(14)

Source of Funding

This program is funded with Interagency Transfers and Fees and Self-generated Revenues. The revenue stream is derived from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. State and Quasi-State agencies obtain insurance from the Office of Risk Management.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 14,626,584	92	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	2,693	0	Civil Service Training Series
0	(500,684)	0	State Employee Retirement Rate Adjustment
0	5,916	0	Teacher Retirement Rate Adjustment
0	129,658	0	Salary Base Adjustment
0	(641,902)	(10)	Personnel Reductions
0	35,000	0	Acquisitions & Major Repairs
0	(53,000)	0	Non-Recurring Acquisitions & Major Repairs
0	357	0	Risk Management
0	(161,339)	0	Rent in State-Owned Buildings
0	7,011	0	Maintenance in State-Owned Buildings
0	(1,047)	0	Capitol Park Security



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(2,038)	0	Capitol Police
0	(1,713)	0	UPS Fees
0	(2,034)	0	Civil Service Fees
0	(7,924)	0	State Treasury Fees
0	(33,548)	0	Office of Computing Services Fees
0	(202,192)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
			This adjustment provides for a net decrease in Professional Services due to the reduction in implementation costs and annual service fees of the outsourcing contract (\$39,620), and the addition of a contract to provide property insurance consulting services
0	(14,620)	0	(\$25,000).
			This adjustment reduces Travel, Operating Services and Supplies due to reduced staff size and satellite office closures resulting from the continued outsourcing of claims adjusting, processing and administrative services.
0	(413,902)	0	
			This adjustment provides for a net Increase in Interagency Transfer expenditures due to an increase in fees and cost allocations assessed by other state agencies.
0	52,372	0	
			This adjustment represents the elimination of four (4) positions and associated funding resulting from the continued implementation of the outsourcing contract. These positions terminate January 2012.
0	(313,184)	(4)	
\$ 0	\$ 12,510,464	78	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 12,510,464	78	Base Executive Budget FY 2012-2013
\$ 0	\$ 12,510,464	78	Grand Total Recommended

Professional Services

Amount	Description
\$120,000	Accounting and Auditing - Tillinghast, Nelson & Warren - Reserve analysis and forecasting
\$20,000	Accounting and Auditing - Consultant - MIP accounting system upgrade
\$54,750	Management Consulting - Ron Jackson - Supervisor training
\$25,000	Management Consulting - Willis of North Carolina - Property insurance consulting services
\$50,000	Management Consultant - Debbie Rogers - IT consultant
\$6,000	Other Professional Services - JP Morgan Chase - Banking services not covered by Treasurer's Office
\$1,472,500	Other Professional Services - F.A. Richard and Associates - Implementation costs, annual service fees
\$40,460	Other Professional Services - Imaging System - Filenet replacement
\$1,788,710	TOTAL PROFESSIONAL SERVICES



Other Charges

Amount	Description
	Other Charges:
\$400,000	Other Charges Interagency - Road Hazard and Safety Funds - provided to state agencies to use to reduce and/or eliminate hazards that could lead to costly future claims to the state.
\$400,000	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$4,493	Office of State Uniform Payroll Fees
\$174,942	Office of Risk Management - Insurance Premiums
\$44,757	Department of Public Safety - Capitol Park Security Fees
\$154,330	Office of Computing Services Fees
\$186,445	Legislative Auditor Fees
\$9,199	Department of the Treasury - Central Banking Services Fees
\$20,876	State Civil Service Fees
\$77,454	Division of Administration - Human Resources Fees
\$136,225	Division of Administration - Cost allocation for Salaries
\$41,291	Division of Administration - Cost allocation for Related Benefits
\$49,240	Division of Administration - Legal fees
\$500	Division of Administration - Lab fees
\$7,011	Division of Administration - Maintenance in State-Owned Buildings Fees
\$530,832	Division of Administration - Office of Facilities Corporation Rent Fees
\$135,000	Louisiana State Police - Training
\$11,000	Office of State Printing & Forms Management
\$71,485	Office of State Mail
\$455,986	Office of Telecommunications Management fees
\$2,111,066	SUB-TOTAL INTERAGENCY TRANSFERS
\$2,511,066	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$10,000	Hardware - Six (6) Replacement Laptop Computers
\$20,000	Capitalized Automotive - One (1) Replacement Vehicle
\$5,000	Non-routine repairs to state vehicles not covered
\$35,000	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

- (KEY) Through the Administrative Duties activity, conduct comprehensive safety audits or re-certifications on 100% of state agencies participating in the Loss Prevention Program each fiscal year.**

Children's Budget Link: Not applicable



Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links: Not applicable

Explanatory Note: By conducting safety audits and certifications that verify state agencies are following safety guidelines, losses will be reduced.

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of agencies audited and/or certified (LAPAS CODE - 11786)	100%	100%	100%	100%	100%	100%

Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Number of agencies audited (LAPAS CODE - 11788)	208	252	253	295	663
Safety Audits were suspended in FY 2005-2006 due to Hurricanes Katrina and Rita.					
Number of agencies passing audit (LAPAS CODE - 11789)	207	251	250	292	646
Safety Audits were suspended in FY 2005-2006 due to Hurricanes Katrina and Rita.					

2. (KEY) Through the Administrative Duties activity, maintain the underwriting review process for insurance requirements for all contracts, such as professional services, joint ventures, leases, construction, etc., submitted for all state agencies by reviewing 90% of contracts received within four (4) working days.

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links: Not applicable

Explanatory Note: State agencies submit contracts to ORM for review. ORM must read and interpret insurance requirements contained in the contract, determine whether ORM can provide coverage as stated, advise the agency if insurance requirements are acceptable or make recommendations for changes, and once insurance terms are acceptable, issue a certificate of insurance as needed. "Processing" means that all of these steps have been completed.



Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of contracts reviewed within four (4) working days (LAPAS CODE - 14690)	90%	96%	90%	90%	90%	90%

Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values					
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011	
Number of contracts received (LAPAS CODE - 21354)	145	147	112	157	189	
Number of contracts processed within 4 days (LAPAS CODE - 21355)	144	140	110	152	182	
Percentage of contracts processed within 4 days (LAPAS CODE - 14690)	99%	95%	98%	96%	96%	

3. (KEY) Through the Administrative Duties activity, maintain the insurance certification process for all state agencies by issuing 95% of requested insurance certificates within three (3) working days.

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links: Not applicable

Explanatory Note: State agencies submit requests for insurance certificates to the Office of Risk Management. The process includes reviewing the proof of insurance request and/or contract language, gathering more information from the agency as needed, preparing the certificate with the proper coverages and special wording, and providing to the agency.



Performance Indicators

L e v e l	Performance Indicator Name	Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Indicator Values			
				Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percent of certificates issued within 3 working days (LAPAS CODE - 14691)	95%	98%	95%	95%	95%	95%

Administrative General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Number of certificates issued (LAPAS CODE - 21358)	1,276	1,141	1,139	1,187	1,108
Number of certificates issued within 3 working days (LAPAS CODE - 21359)	1,206	1,067	1,051	1,083	1,091



804_E100 — Claims Losses and Related Payments

Program Authorization: R.S. 39:1527-1544

Program Description

The mission of the Claims Losses and Related Payments Program is to fund the claims and loss related liabilities and expenses of the self insurance program of the state as administered by the Office of Risk Management.

The goal of the Claims & Related Program is:

To manage all state property and liability insurance through commercial underwriters, self-insurance, or a combination of both utilizing sound management practices.

The Claims Losses & Related Payments Program consists of one activity – The Payment of Claims and Associated Costs. This activity funds all claims and claims expenses other than contract attorney costs and Division of Risk Litigation attorney costs. Included in this activity is the Subrogation Unit, which is responsible for recovering claims paid to a covered insured when loss was caused by a third party. The program activity also funds certain payments to F.A. Richard & Associates (FARA), under a five year professional services contract with the State of Louisiana effective in fiscal year 2010-2011. The contract essentially out-sources functions formerly performed by ORM employees under a phased in plan. The contractual costs paid to FARA from this program include fees for claims management, claims adjusting, processing and administrative services, ancillary services and emergency adjusting services when necessary.

Claims Losses and Related Payments Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 753,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	155,735,673	161,549,569	161,549,569	161,175,774	168,317,970	6,768,401
Fees and Self-generated Revenues	4,529,453	5,910,359	5,910,359	5,910,359	5,910,359	0
Statutory Dedications	770,470	2,000,000	2,000,000	2,000,000	2,000,000	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 161,789,096	\$ 169,459,928	\$ 169,459,928	\$ 169,086,133	\$ 176,228,329	\$ 6,768,401
Expenditures & Request:						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0



Claims Losses and Related Payments Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Professional Services	6,435,841	11,523,928	9,035,306	8,933,483	8,933,483	(101,823)
Total Other Charges	155,353,255	157,936,000	160,424,622	160,152,650	167,294,846	6,870,224
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 161,789,096	\$ 169,459,928	\$ 169,459,928	\$ 169,086,133	\$ 176,228,329	\$ 6,768,401
Authorized Full-Time Equivalents:						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
Total FTEs	0	0	0	0	0	0

Source of Funding

This program is funded from Interagency Transfers and Fees & Self-generated Revenues that are derived from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. Also, the agency is funded with Statutory Dedications derived from the Future Medical Care Fund. State and Quasi-State agencies obtain insurance from the Office of Risk Management, per R.S. 39:36B.(8). See table below for a listing of expenditures out of each Statutory Dedicated fund.

Claims Losses and Related Payments Statutory Dedications

Fund	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Future Medical Care Fund	\$ 770,470	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 0

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 169,459,928	0	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
Non-Statewide Major Financial Changes:			
\$ 0	\$ (101,823)	0	This adjustment provides for a net decrease in Professional Services due to the elimination of a medical claims review contract (\$201,823), an increase in elevator testing and inspection contract (\$100,000).



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ (271,972)	0	This adjustment provides for a net decrease in Other Charges expenditures due to decreased contract adjustor fees (\$1,500,000) and increased ancillary service fees (\$1,228,028).
\$ 0	\$ 7,142,196	0	This adjustment provides funding to cover the anticipated increase in cost for commercial excess property insurance premiums (excess insurance coverage is projected to cost 57,142,194 in FY13; \$50.0 million currently budgeted to purchase excess commercial insurance coverage). Property insurance premiums specifically are anticipated to increase due to increased State total insurable property values, marketing hardening, and insurance rates being developed using a new wind catastrophe model. Coverage limits are not expected to change.
\$ 0	\$ 176,228,329	0	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 176,228,329	0	Base Executive Budget FY 2012-2013
\$ 0	\$ 176,228,329	0	Grand Total Recommended

Professional Services

Amount	Description
\$1,100,000	Other Professional Services - Elevator Tech - Elevator inspection/repair
\$280,000	Other Professional Services - Claims investigation services
\$7,553,483	Other Professional Services - F.A. Richard and Associates - Annual service fees, ancillary fees
\$8,933,483	TOTAL PROFESSIONAL SERVICES

Other Charges

Amount	Description
	Other Charges:
\$1,500,000	Contract Adjustor Expenses
\$2,510,000	Contract Expert Witness Expenses
\$96,576,000	Misc Charges - Claims payments
\$750,000	Misc Charges - Contract adjustors
\$2,763,650	Misc Charges - Outsourcing Contract Ancillary Fees
\$2,950,000	Misc Charges - Firefighter and Police Survivor Benefit payments
\$57,142,196	Misc Charges - Commercial insurance to protect state against excessive losses in the event of a catastrophe
\$2,000,000	Misc Charges - Future Medical payments
\$953,000	Recoveries - Second Injury and Subrogation Claims Recoveries
\$167,144,846	SUB-TOTAL OTHER CHARGES



Other Charges (Continued)

Amount	Description
Interagency Transfers:	
\$150,000	State Police - Accident reconstruction
\$150,000	SUB-TOTAL INTERAGENCY TRANSFERS
\$167,294,846	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
	This program does not have funding recommended for Acquisitions and Major Repairs for Fiscal Year 2012-2013.

Performance Information

1. (KEY) Through the Payment of Claims and Associated Costs activity's Subrogation Unit, obtain a recovery on at least 50% of the claims filed which ultimately qualify for subrogation.

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission): Not applicable

Explanatory Note: Subrogation is the recovery of losses paid by ORM from a 3rd party who was responsible for the accident/occurrence. In order for a claim to be subrogable, it must have been caused by a 3rd party and the cost to pursue subrogation must not exceed the amount that could be collected through subrogation. Subrogation will be waived only on those cases where cost would exceed the benefit or the 3rd party cannot be located. Percentage of claims recovered on will be calculated as the number of claims which qualify minus the number waived to get the number feasible for collection and then the number collected on divided by the number feasible for collection.

Performance Indicators

L e v e l Name	Performance Indicator Values					
	Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K Percentage of claims on which recoveries were made (LAPAS CODE - 14692)	50%	31%	50%	50%	50%	50%



Claims Losses and Related Payments General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Number of claims possible subrogable (LAPAS CODE - 13383)	303	704	401	529	783
Number of claims subrogation was waived (LAPAS CODE - 13384)	Not Applicable	0	0	0	115
Number of claims which qualify for subrogation (LAPAS CODE - 21425)	303	704	401	529	624
Number of claims on which subrogation was collected (LAPAS CODE - 13385)	200	220	171	172	193
Average dollar amount of subrogation collected per claim (LAPAS CODE - 13386)	\$ 10,319	\$ 9,078	\$ 5,275	\$ 7,993	\$ 11,102
Dollar amount of subrogation collected (LAPAS CODE - 13387)	\$ 2,063,886	\$ 1,997,188	\$ 902,204	\$ 1,374,790	\$ 2,142,619

2. (KEY) Through the Payment of Claims and Associated Costs activity's Claims Unit, ensure at least 75% of new claims are entered within three (3) working days of receipt.

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not applicable

Explanatory Note: Insurance industry studies have shown that claims processed as soon as possible result in lower claims costs. Claims must be entered in the system as quickly as possible so that processing can begin as quickly as possible.

Performance Indicators

Level	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of claims entered within three (3) working days of receipt (LAPAS CODE - 13392)	50%	91%	75%	75%	75%	75%



Claims Losses and Related Payments General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Number of new claims reported (LAPAS CODE - 13393)	7,924	7,568	10,073	7,230	8,374
New claims entered within three (3) working days (LAPAS CODE - 13394)	5,017	4,634	5,343	4,661	7,651

3. (KEY) Through the Payment of Claims and Associated Costs activity's Claims Unit, close 30% of claims reported within 90 days of receipt.

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links: Not applicable

Explanatory Note: Insurance industry studies have shown that claims processed as soon as possible result in lower claims costs. Claims must be entered in the system as quickly as possible so that processing can begin as quickly as possible.

Performance Indicators

Level of Performance Indicator Name	Performance Indicator Values					
	Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K Percentage of claims processed within 90 days (LAPAS CODE - 13395)	30%	32%	30%	30%	30%	30%

Claims Losses and Related Payments General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Number of claims closed (LAPAS CODE - 13396)	2,714	2,844	8,327	7,847	10,625
Number of claims closed within 90 working days of receipt (LAPAS CODE - 13397)	628	608	860	1,005	3,338
Percentage of claims closed within 90 days of receipt (LAPAS CODE - 13395)	23%	21%	10%	13%	32%



804_E400 — Contract Litigation

Program Authorization: R.S. 39:1527-1544

Program Description

The mission of the Contract Litigation Program is to provide funding for contract legal services used to defend the state against claims and legal actions.

The goal of this program is:

To manage all state property and liability insurance through commercial underwriters, self-insurance, or a combination of both utilizing sound management practices.

The Contract Litigation Program consists of once activity – Payment of Costs Billed by Contract Attorneys. This activity program provides funding for the payment of contracts issued for the professional legal defense of claims made against the state, including attorneys and expert witnesses.

Contract Litigation Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	12,356,744	13,062,034	13,062,034	13,062,034	13,062,034	0
Fees and Self-generated Revenues	1,937,966	1,937,966	1,937,966	1,937,966	1,937,966	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 14,294,710	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ 0
Expenditures & Request:						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	14,294,710	15,000,000	15,000,000	15,000,000	15,000,000	0
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 14,294,710	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000	\$ 0



Contract Litigation Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Authorized Full-Time Equivalents:						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
Total FTEs	0	0	0	0	0	0

Source of Funding

This program is funded from Interagency Transfers derived from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. State and Quasi-State agencies obtain insurance from the Office of Risk Management.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 15,000,000	0	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
Non-Statewide Major Financial Changes:			
\$ 0	\$ 15,000,000	0	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 15,000,000	0	Base Executive Budget FY 2012-2013
\$ 0	\$ 15,000,000	0	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2012-2013.



Other Charges

Amount	Description
Other Charges:	
\$15,000,000	Contract Attorney Expenses
\$15,000,000	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
This program does not have funding for Interagency Transfers for Fiscal Year 2012-2013.	
\$15,000,000	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2012-2013.	

Performance Information

1. (KEY) Through the Payment of Costs Billed by Contract Attorneys activity, issue 90% of contracts within three weeks of assignment.

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not applicable

Explanatory Note: Issuance of contracts is the process involving receipt of contract request, obtaining all documentation required, producing the contract, entry of the contract in the ISIS Contract Management System and distribution of the contract for signatures.

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of contracts processed within three (3) weeks (LAPAS CODE - 14693)	90%	97%	90%	90%	90%	90%



Contract Litigation General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Number of contracts issued (LAPAS CODE - 21462)	899	923	815	734	670
Number of contracts issued within 3 weeks (LAPAS CODE - 21463)	701	853	722	710	653
Percentage of contracts issued within 3 weeks (LAPAS CODE - 22192)	78	92	89	97	97



804_E500 — Division of Risk Litigation

Program Authorization: R.S. 39:1527-1544

Program Description

The mission of the Risk Litigation Program is to provide funding for Department of Justice/Litigation Division services used to defend the state against claims and legal actions.

The goal of the program is:

To manage all state property and liability insurance through commercial underwriters, self-insurance, or a combination of both utilizing sound management practices.

The Division of Risk Litigation Program consists of one activity – Funding the Division of Risk Litigation. This activity provides the funds from which Department of Justice/Risk Litigation attorney costs are paid.

Division of Risk Litigation Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	8,966,285	9,476,663	9,476,663	8,776,546	7,715,772	(1,760,891)
Fees and Self-generated Revenues	8,100,019	8,345,987	8,345,987	8,345,987	8,345,987	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 17,066,304	\$ 17,822,650	\$ 17,822,650	\$ 17,122,533	\$ 16,061,759	\$ (1,760,891)
Expenditures & Request:						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	17,066,304	17,822,650	17,822,650	17,122,533	16,061,759	(1,760,891)
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 17,066,304	\$ 17,822,650	\$ 17,822,650	\$ 17,122,533	\$ 16,061,759	\$ (1,760,891)



Division of Risk Litigation Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Authorized Full-Time Equivalents:						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
Total FTEs	0	0	0	0	0	0

Source of Funding

This program is funded from Interagency Transfers derived from premiums billed for insurance provided by this office and from interest earnings from the self insurance fund. State and Quasi-State agencies obtain insurance from the Office of Risk Management.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 17,822,650	0	Existing Oper Budget as of 12/1/11
			Statewide Major Financial Changes:
			Non-Statewide Major Financial Changes:
0	(1,760,891)	0	This adjustment reduces funding provided to the Department of Justice - Risk Litigation Program for use in defending the state against claims and legal actions, based upon projected need.
\$ 0	\$ 16,061,759	0	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 16,061,759	0	Base Executive Budget FY 2012-2013
\$ 0	\$ 16,061,759	0	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding recommended for Professional Services for Fiscal Year 2012-2013.



Other Charges

Amount	Description
	Other Charges:
	This program does not have funding recommended for Other Charges for Fiscal Year 2012-2013.
\$0	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$16,061,759	State Attorney General Fees - Risk Litigation Services
\$16,061,759	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
	This program does not have funding recommended for Acquisitions and Major Repairs for Fiscal Year 2012-2013.

Performance Information

1. (KEY) Through the Funding the Division of Risk Litigation activity, enter 100% of the cost allocations for the Department of Justice's Division of Risk Litigation (DRL) costs to each claim represented by the DRL within 45 days of receipt of DRL report.

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Not applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not applicable

Explanatory Note: Provides funding for reimbursement of the Division of Risk Litigation in the Louisiana Department of Justice for the costs incurred for the professional legal defense of claims made against the state.

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of costs entered on claims within 45 days of receipt (LAPAS CODE - 10436)	100%	100%	100%	100%	100%	100%



Division of Risk Litigation General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Number of entries made to claims (LAPAS CODE - 21467)	17,798	16,355	15,471	35,667	28,442
Number of entries made to claims within 45 days of receipt (LAPAS CODE - 21468)	17,798	16,355	15,471	35,667	28,442
Amount paid to Division of Risk Litigation (LAPAS CODE - 21469)	\$ 14,298,685	\$ 16,899,026	\$ 16,667,206	\$ 17,060,903	\$ 17,066,304



21-805 — Administrative Services

Agency Description

The mission of Administrative Services is to provide design, printing, warehousing and distribution assistance and services to the agencies in state government. Additionally, Administrative Services is to provide quality mail, messenger and bar coding services to the agencies.

The goals of Administrative Services are:

- I. To provide quality, timely service at a cost equal to or less than commercial vendors by utilizing resources within state government as well as in the private sector.
- II. To provide the most economical procurement and production of printing services in a quick and efficient manner.
- III. To provide quality, cost effective messenger, mail processing, and presorting services utilizing resources within state government as well as in the private sector.

Administrative Services has only one program: State Printing & State Mailing Operations.

For additional information, see:

[Office of State Printing](#)

[Office of State Mail Operations](#)

Administrative Services Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	7,645,419	8,141,421	8,141,421	8,316,918	8,064,400	(77,021)
Fees and Self-generated Revenues	8,128	19,010	19,010	19,010	19,010	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 7,653,547	\$ 8,160,431	\$ 8,160,431	\$ 8,335,928	\$ 8,083,410	\$ (77,021)
Expenditures & Request:						
Administrative Services	\$ 7,653,547	\$ 8,160,431	\$ 8,160,431	\$ 8,335,928	\$ 8,083,410	\$ (77,021)



Administrative Services Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Expenditures & Request	\$ 7,653,547	\$ 8,160,431	\$ 8,160,431	\$ 8,335,928	\$ 8,083,410	\$ (77,021)
Authorized Full-Time Equivalents:						
Classified	92	46	46	46	45	(1)
Unclassified	0	0	0	0	0	0
Total FTEs	92	46	46	46	45	(1)



805_E000 — Administrative Services

Program Authorization: R.S. 49:205

Program Description

The mission of State Printing & State Mail Operations is to provide design, printing, warehousing, and distribution assistance and service to the agencies within state government. Additionally, it is to provide quality mail, messenger and bar coding services to the agencies.

The goals of the program are:

- I. To provide the most economical procurement and production of printing services in a quick and efficient manner.
- II. To provide quality, timely service at a cost equal to or less than commercial vendors by utilizing resources within state government as well as in the private sector.
- III. To provide quality, cost effective messenger mail, regular mail processing and presorting services utilizing resources within state government as well as in the private sector.

The Administrative Services Program includes the following activities:

- State Printing - Provides fast, secure, high quality printing and copying services (including design assistance, bindery and finishing services, and product delivery) to state agencies.
- State Mail - Provides messenger, mail processing, and presorting (bar-coding) services to state agencies.

Administrative Services Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	7,645,419	8,141,421	8,141,421	8,316,918	8,064,400	(77,021)
Fees and Self-generated Revenues	8,128	19,010	19,010	19,010	19,010	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 7,653,547	\$ 8,160,431	\$ 8,160,431	\$ 8,335,928	\$ 8,083,410	\$ (77,021)



Administrative Services Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Expenditures & Request:						
Personal Services	\$ 2,741,575	\$ 2,827,050	\$ 2,840,653	\$ 2,836,087	\$ 2,490,358	\$ (350,295)
Total Operating Expenses	4,370,954	4,847,633	4,816,376	4,851,376	4,851,376	35,000
Total Professional Services	0	0	0	0	0	0
Total Other Charges	368,097	365,748	383,402	504,965	598,176	214,774
Total Acq & Major Repairs	172,921	120,000	120,000	143,500	143,500	23,500
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 7,653,547	\$ 8,160,431	\$ 8,160,431	\$ 8,335,928	\$ 8,083,410	\$ (77,021)
Authorized Full-Time Equivalents:						
Classified	92	46	46	46	45	(1)
Unclassified	0	0	0	0	0	0
Total FTEs	92	46	46	46	45	(1)

Source of Funding

This program is funded with Interagency Transfers and Fees and Self-generated Revenues derived from the sale of printing and/or mailing (pre-sorting and bar-coding) services to other state agencies and local governmental entities.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 8,160,431	46	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	6,519	0	Civil Service Training Series
0	(181,995)	0	State Employee Retirement Rate Adjustment
0	12,568	0	Teacher Retirement Rate Adjustment
0	(25,524)	0	Salary Base Adjustment
0	143,500	0	Acquisitions & Major Repairs
0	(120,000)	0	Non-Recurring Acquisitions & Major Repairs
0	(34,490)	0	Risk Management
0	40	0	Capitol Park Security
0	(319)	0	UPS Fees
0	38	0	Civil Service Fees
0	1,440	0	Office of Computing Services Fees



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(68,690)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
0	35,000	0	This adjustment provides for an increase in Operating Services expenditures to provide for the maintenance of a production level color copier/printer (\$30,000) and maintenance for a computer-to-printing plate enabled machine (\$5,000).
0	248,065	0	This adjustment increases Interagency Transfer expenditures due to an increase in fees and cost allocations assessed by other state agencies.
0	(93,173)	(1)	TRANSFER OUT - This adjustment transfers one (1) Accountant 4 position to the Executive Administration Program within the Division of Administration. This position will continue to perform various fiscal services such as accounting and billing for the Administrative Services agency but will report directly to the Office of Finance and Support Services.
\$ 0	\$ 8,083,410	45	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 8,083,410	45	Base Executive Budget FY 2012-2013
\$ 0	\$ 8,083,410	45	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2012-2013.

Other Charges

Amount	Description
Other Charges:	
	This program does not have funding for Other Charges for Fiscal Year 2012-2013.
\$0	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
\$3,060	Office of Computing Services (OCS) Fees
\$76,724	Office of Risk Management (ORM) Fees
\$219,675	Louisiana Property Assistance Agency (LPAA)
\$46,135	Louisiana Equipment Acquisition Fund (LEAF)
\$26,880	Office of Telecommunications (OTM) Fees
\$8,276	State Civil Service Fees
\$147,565	Division of Administration - Office of Finance and Support Services
\$48,615	Division of Administration - Office of Human Resources



Other Charges (Continued)

Amount	Description
\$2,255	Division of Administration - Office of State Uniform Payroll (UPS) Fees
\$16,714	Division of Administration - Office of State Purchasing Fees
\$2,277	Capitol Park Security Fees
\$598,176	SUB-TOTAL INTERAGENCY TRANSFERS
\$598,176	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$45,000	Shrink Wrapping Machine
\$40,000	Color Copier/Printer
\$23,000	Software Updates
\$1,500	Two (2) Paper Joggers
\$16,000	Overhaul of Heidelberg 5 Color Press
\$18,000	Chipboard Inserter
\$143,500	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

- 1. (KEY) Through the State Printing activity, to complete 90% of State Printing customer orders by the requested due date through June 30, 2013.**

Children's Budget: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Leave for Maternity, FLMA Act, Sexual Harrassment in Workplace, Attendance/Leave/Workhours, Workplace Violence

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	The percentage of print orders completed accurately by requested due date (LAPAS CODE - 22426)	90%	99%	90%	90%	90%	95%
Format changed to show the percentage of orders completed by the customer's request date.							



2. (KEY) Through the State Mail activity, to maintain a barcode reject rate of 9.5% in Presorted First Class Mail through June 30, 2013.

Children's Budget: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
		K	Percent Presorted First Class Mail Rejects (LAPAS CODE - 5995)	9.5%	6.4%	9.5%	9.5%

Administrative Services General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Percent of presorted first class mail rejects (LAPAS CODE - 5995)	9.20%	9.60%	8.40%	7.30%	7.20%
The percentage of print orders completed accurately by requested due date (LAPAS CODE - 24501)	Not Applicable	Not Applicable	99%	99%	100%



21-806 — Louisiana Property Assistance

Agency Description

The mission of Louisiana Property Assistance Agency is to provide for the accountability of the state's moveable property using sound management practices; to ensure that all state agencies comply with the State Property Control and Fleet Management Regulations; to provide a savings and return on state and federal monies through redistribution and sale of surplus property; and to track the utilization of the state's fleet of passenger vehicles.

The goals of Louisiana Property Assistance Agency are:

- I. To ensure accountability of the state's movable property according to the guidelines set forth in property control and fleet management regulations (R.S. 39 part XI, Sections 321-332 & Part XIII, Sections 361-364).
- II. To provide pickup services for surplus property that meet the needs of our customers while being timely and efficient (R.S. 39 Part XI, Sections 321-332 & Part XIII, Sections 361-364).

For additional information, see:

[Louisiana Property Assistance](#)

Louisiana Property Assistance Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	786,031	927,370	927,370	918,091	721,038	(206,332)
Fees and Self-generated Revenues	6,047,659	4,700,516	4,700,516	4,304,354	4,354,638	(345,878)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 6,833,690	\$ 5,627,886	\$ 5,627,886	\$ 5,222,445	\$ 5,075,676	\$ (552,210)
Expenditures & Request:						
Louisiana Property Assistance Program	\$ 6,833,690	\$ 5,627,886	\$ 5,627,886	\$ 5,222,445	\$ 5,075,676	\$ (552,210)



Louisiana Property Assistance Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Expenditures & Request	\$ 6,833,690	\$ 5,627,886	\$ 5,627,886	\$ 5,222,445	\$ 5,075,676	\$ (552,210)
Authorized Full-Time Equivalents:						
Classified	41	41	41	41	39	(2)
Unclassified	0	0	0	0	0	0
Total FTEs	41	41	41	41	39	(2)



806_E000 — Louisiana Property Assistance Program

Program Authorization: R.S. 39:321- 330

Program Description

The mission of Louisiana Property Assistance is to provide for the accountability of the state's moveable property using sound management practices; to ensure that all state agencies comply with the State Property Control and Fleet Management Regulations; to provide a savings and return on state and federal monies through redistribution and sale of surplus property; and to track the utilization of the state's fleet of passenger vehicles.

The goals of Louisiana Property Assistance are:

- I. To ensure accountability of the state's movable property according to the guidelines set forth in property control and fleet management regulations (R.S. 39 part XI, Sections 321-332 & Part XIII, Sections 360-364).
- II. To provide pickup service for surplus property that meets the needs of customers while being timely and efficient (R.S. 39 part XI, Sections 321-332 & Part XIII, Sections 360-364).

The Louisiana Property Assistance Program includes the following activities:

- Property Certifications - Responsible for the control, inventory and disposition of all state-owned pieces of movable property. Through the review of inventory certification documents submitted by each agency, Property Certifications also ensures that all state agencies comply with property and fleet regulations.
- Surplus Property - Assists state agencies by providing transportation and manpower resources to remove surplus property across the state. Louisiana Property Assistance Agency (LPAA) attempts to reutilize surplus movable property by making it available to other state agencies, municipalities, and qualifying non-profit entities.

Louisiana Property Assistance Program Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	786,031	927,370	927,370	918,091	721,038	(206,332)
Fees and Self-generated Revenues	6,047,659	4,700,516	4,700,516	4,304,354	4,354,638	(345,878)
Statutory Dedications	0	0	0	0	0	0



Louisiana Property Assistance Program Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 6,833,690	\$ 5,627,886	\$ 5,627,886	\$ 5,222,445	\$ 5,075,676	\$ (552,210)
Expenditures & Request:						
Personal Services	\$ 2,171,357	\$ 2,375,993	\$ 2,375,993	\$ 2,445,597	\$ 2,166,351	\$ (209,642)
Total Operating Expenses	700,822	956,911	956,911	963,361	963,361	6,450
Total Professional Services	0	0	0	0	0	0
Total Other Charges	3,838,166	1,479,982	1,479,982	1,485,587	1,618,064	138,082
Total Acq & Major Repairs	123,345	815,000	815,000	327,900	327,900	(487,100)
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 6,833,690	\$ 5,627,886	\$ 5,627,886	\$ 5,222,445	\$ 5,075,676	\$ (552,210)
Authorized Full-Time Equivalents:						
Classified	41	41	41	41	39	(2)
Unclassified	0	0	0	0	0	0
Total FTEs	41	41	41	41	39	(2)

Source of Funding

This program is funded with Interagency Transfers derived from the sale of state surplus property to state agencies, political subdivisions, and charitable organizations. This program is also funded with Fees and Self-generated Revenues derived from the sale of state surplus property at public auctions.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 5,627,886	41	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	(111,924)	0	State Employee Retirement Rate Adjustment
0	131,600	0	Salary Base Adjustment
0	(41,468)	0	Attrition Adjustment
0	327,900	0	Acquisitions & Major Repairs
0	(815,000)	0	Non-Recurring Acquisitions & Major Repairs



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(7,994)	0	Risk Management
0	1,653	0	Capitol Park Security
0	57	0	UPS Fees
0	524	0	Civil Service Fees
0	120	0	Office of Computing Services Fees
0	(55,897)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
0	143,722	0	This adjustment increases Interagency Transfer expenditures due to an increase in fees and cost allocations assessed by other state agencies.
0	(131,953)	(2)	TRANSFER OUT - This adjustment transfers two (2) Accountant positions to the Executive Administration Program within the Division of Administration. These positions will continue to perform various fiscal services such as accounting and billing for the Louisiana Property Assistance Agency but will report directly to the Office of Finance and Support Services.
0	6,450	0	This adjustment provides for an increase in Operating Services for hosting and maintenance costs associated with the ProtÈgÈ asset management software platform.
\$ 0	\$ 5,075,676	39	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 5,075,676	39	Base Executive Budget FY 2012-2013
\$ 0	\$ 5,075,676	39	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2012-2013.

Other Charges

Amount	Description
Other Charges:	
\$104,134	Miscellaneous Charges - Reimbursements to state agencies for the portion of proceeds received from the resale of surplus property purchased with certain Federal Funds, grants or revolving funds that require reimbursement upon the resale of property purchased with such funds
\$104,134	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
\$7,209	State Civil Service Fees
\$32,000	Office of State Printing



Other Charges (Continued)

Amount	Description
\$140,333	Office of Risk Management (ORM) Fees
\$62,775	Louisiana Equipment Acquisition Fund (LEAF) payments
\$8,400	Office of State Mail Operations - Mail processing and Messenger services
\$26,560	Office of Telecommunications Management (OTM) Fees
\$34,080	Division of Administration - Office of Computing Services (OCS) Fees
\$176,623	Division of Administration - Office of Finance and Support Services
\$19,102	Division of Administration - Office of State Purchasing
\$44,495	Division of Administration - Office of Human Resources
\$2,275	Division of Administration - Office of State Uniform Payroll (UPS) Fees
\$898,885	Miscellaneous Interagency Transfers for reimbursements to state agencies for items sold by LPAA and originally purchased with Federal Funds or Self-generated Revenues.
\$61,193	Department of Public Safety - Capitol Park Security Fees
\$1,513,930	SUB-TOTAL INTERAGENCY TRANSFERS
\$1,618,064	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$295,000	Replacement Semi Tractor and Two (2) Box Trucks
\$6,500	Four (4) Pallet Jacks and Two (2) Dollies
\$6,400	Four (4) Replacement Scanners
\$20,000	Replacing Loading Dock
\$327,900	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

1. (KEY) Through the Property Certifications activity, to ensure that at least 95% of the state's moveable property accounts remain compliant with the Louisiana Property Assistance Agency's rules and regulations through June 30, 2016.

Children's Budget: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Leave for Maternity, FLMA Act, Sexual Harrassment in Workplace, Attendance/Leave/Workhours, Workplace Violence

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable



Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of the state's moveable property accounts that are in compliance with state property control rules and regulations (LAPAS CODE - 11912)	95%	93%	95%	95%	95%	95%

2. (KEY) Through the Surplus Property activity, to pick up 95% of agencies' surplus property within 45 days of their request for pickup by June 30, 2016.

Children's Budget: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Leave for Maternity, FLMA Act, Sexual Harrassment in Workplace, Attendance/Leave/Workhours, Workplace Violence

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of surplus property picked up within 45 days (LAPAS CODE - 17013)	95%	66%	95%	95%	95%	95%

FY 2010-2011 final variance for this objective was high due to streamlining efforts of agencies and subsequent consolidation and closure of sites. Pickups of property at these sites are given priority over normal requests as penalties may apply if properties are not vacated prior to the end of lease date.



Louisiana Property Assistance Program General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Percentage of state's moveable property accounts that are in compliance with state property control rules and regulations (LAPAS CODE - 11912)	92%	94%	93%	96%	93%
Percentage of surplus property picked up within 45 days (LAPAS CODE - 17013)	58%	55%	67%	70%	66%



21-807 — Federal Property Assistance

Agency Description

The mission of Louisiana Federal Property Assistance Agency is to assure the fair and equitable distribution of federal property allocated to Louisiana by the General Services Administration to eligible Louisiana donees in accordance with Public Law 94-519.

The goal of Louisiana Federal Property Assistance Agency is:

- I. To assure Louisiana's use of federal surplus property and improve our operations by maximizing the percentage of property donated annually within Louisiana.

For additional information, see:

[Federal Property Assistance](#)

Federal Property Assistance Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	646,531	1,299,072	1,299,072	1,382,477	1,315,665	16,593
Fees and Self-generated Revenues	2,268,810	3,389,696	3,389,696	3,527,872	3,520,296	130,600
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 2,915,341	\$ 4,688,768	\$ 4,688,768	\$ 4,910,349	\$ 4,835,961	\$ 147,193
Expenditures & Request:						
Federal Property Assistance	\$ 2,915,341	\$ 4,688,768	\$ 4,688,768	\$ 4,910,349	\$ 4,835,961	\$ 147,193
Total Expenditures & Request	\$ 2,915,341	\$ 4,688,768	\$ 4,688,768	\$ 4,910,349	\$ 4,835,961	\$ 147,193
Authorized Full-Time Equivalents:						
Classified	12	12	12	12	11	(1)
Unclassified	0	0	0	0	0	0
Total FTEs	12	12	12	12	11	(1)



807_E000 — Federal Property Assistance

Program Authorization: Public Law 94-519: Executive Order KBB 2007-10

Program Description

The mission of Louisiana Federal Property Assistance Agency is to assure the fair and equitable distribution of federal property allocated to Louisiana by the General Services Administration to eligible Louisiana donees in accordance with Public Law 94-519.

The goal of the Federal Property Assistance Agency is to assure Louisiana’s use of federal surplus property and improve our operations by maximizing the percentage of property donated annually within Louisiana.

The Federal Property Assistance Program includes the following activity:

- Transfer of Federal Surplus Property to Louisiana- the Louisiana Federal Property Assistance Agency (LFPAA) re-utilizes tax dollars by securing surplus federal property and making it available to eligible donees in Louisiana, including public and private education entities, public and private health facilities, local, parish and state governments, and qualified 501(c) non-profit organizations.

Federal Property Assistance Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	646,531	1,299,072	1,299,072	1,382,477	1,315,665	16,593
Fees and Self-generated Revenues	2,268,810	3,389,696	3,389,696	3,527,872	3,520,296	130,600
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 2,915,341	\$ 4,688,768	\$ 4,688,768	\$ 4,910,349	\$ 4,835,961	\$ 147,193
Expenditures & Request:						
Personal Services	\$ 800,054	\$ 870,892	\$ 757,795	\$ 892,622	\$ 741,882	\$ (15,913)
Total Operating Expenses	2,043,668	3,631,804	3,631,804	3,631,804	3,631,804	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	71,619	101,722	101,722	136,396	212,748	111,026
Total Acq&Major Repairs	0	84,350	84,350	249,527	249,527	165,177



Federal Property Assistance Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Unallotted	0	0	113,097	0	0	(113,097)
Total Expenditures & Request	\$ 2,915,341	\$ 4,688,768	\$ 4,688,768	\$ 4,910,349	\$ 4,835,961	\$ 147,193
Authorized Full-Time Equivalents:						
Classified	12	12	12	12	11	(1)
Unclassified	0	0	0	0	0	0
Total FTEs	12	12	12	12	11	(1)

Source of Funding

This program is funded from Interagency Transfers and Fees and Self-generated Revenues derived from commissions earned from the sale of federal surplus property to state agencies and institutions.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 4,688,768	12	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	(23,743)	0	State Employee Retirement Rate Adjustment
0	(7,687)	0	Salary Base Adjustment
0	249,527	0	Acquisitions & Major Repairs
0	(84,350)	0	Non-Recurring Acquisitions & Major Repairs
0	2,318	0	Risk Management
0	(15)	0	UPS Fees
0	(542)	0	Civil Service Fees
0	(60)	0	Office of Computing Services Fees
0	(20,686)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
0	(76,894)	(1)	TRANSFER OUT - This adjustment transfers one (1) Accountant position to the Executive Administration Program within the Division of Administration. This position will continue to perform various fiscal services such as accounting and billing for the Federal Property Assistance Agency but will report directly to the Office of Finance and Support Services.



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	109,325	0	This adjustment increases Interagency Transfer expenditures due to an increase in fees and cost allocations assessed by other state agencies.
\$ 0	\$ 4,835,961	11	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 4,835,961	11	Base Executive Budget FY 2012-2013
\$ 0	\$ 4,835,961	11	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2012-2013.

Other Charges

Amount	Description
	Other Charges:
	This program does not have funding for Other Charges for Fiscal Year 2012-2013.
\$0	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$102,121	Division of Administration - Office of Finance and Support Services
\$9,818	Division of Administration - Office of Human Resources
\$11,939	Division of Administration - Office of State Purchasing
\$503	Division of Administration - Office of State Uniform Payroll (UPS) Fees
\$10,500	Division Of Administration - Office of Computing Services (OCS) Fees
\$1,955	State Civil Service Fees
\$25,430	Office of Risk Management (ORM) Fees
\$44,365	Office of Telecommunications Management (OTM) Fees
\$6,117	Office of State Mail - Mail processing and Messenger services
\$212,748	SUB-TOTAL INTERAGENCY TRANSFERS
\$212,748	TOTAL OTHER CHARGES



Acquisitions and Major Repairs

Amount	Description
\$36,000	Warehouse Pallet Rack Frames and Decking
\$22,500	Three (3) Evaporative Fans
\$8,400	Seven (7) Replacement Computers
\$3,900	Ramp for 18-Wheeler Trailer
\$26,900	Replacement of Five (5) Overhead Warehouse Doors
\$55,000	Painting of Three (3) Warehouses
\$19,000	Removal/Demolition of Interior Warehouse Structures
\$73,700	Re-rock Property Storage and Display Yard with Limestone Gravel
\$4,127	Security Beam Replacement/Repair
\$249,527	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

1. (KEY) Through the Federal Property Assistance activity, to donate 60% of the federal surplus property allocated by June 30, 2013

Children's Budget: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Federal Property is subject to the policies which the Division of Administration (DOA) has implemented. The following human resource policies which have been implemented by the DOA are beneficial to women and families: Leave for Maternity, FLMA Act, Sexual Harrassment in Workplace, Attendance/Leave/Workhours, Workplace Violence

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Note: Better quality property has been more difficult to obtain due to Federal requirements that are eliminating physical viewing of property. Available property must be requested sight unseen.

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percent of property transferred (LAPAS CODE - 10444)	60%	48%	60%	60%	60%	60%

The 12% decrease from the Performance Standard FY 2010-2011 and the Actual Yearend Performance FY 2010-2011 is attributed to a lack of available federal property. Additionally, the agency has been more selective in screening property to insure better quality and condition. While inventory has decreased, sales have increased; this is reflected in the agency financial statements. The agency will continue to target a 60% property transfer level, as property from Iraq and overseas will soon become available.



Federal Property Assistance General Performance Information

Performance Indicator Name	Performance Indicator Values				
	Prior Year Actual FY 2006-2007	Prior Year Actual FY 2007-2008	Prior Year Actual FY 2008-2009	Prior Year Actual FY 2009-2010	Prior Year Actual FY 2010-2011
Dollar value of property received (LAPAS CODE - 21496)	\$ 11,073,934	\$ 9,838,984	\$ 34,331,727	\$ 6,080,418	\$ 8,006,216
Dollar value of property donated (LAPAS CODE - 21497)	\$ 8,824,060	\$ 5,561,675	\$ 32,624,023	\$ 4,225,864	\$ 3,823,166
Percentage of property donated (LAPAS CODE - 24220)	80%	57%	95%	69%	48%

The 12% decrease from the Performance Standard FY 2010-2011 and the Actual Yearend Performance FY 2010-2011 is attributed to a lack of available federal property. Additionally, the agency has been more selective in screening property to insure better quality and condition. While inventory has decreased, sales have increased; this is reflected in the agency financial statements. The agency will continue to target a 60% property transfer level, as property from Iraq and overseas will soon become available.



21-808 — Office of Telecommunications Management

Agency Description

The mission of the Office of Telecommunications Management is to establish cost-effective and competitive contracts for the procurement and provisioning of enterprise class telecommunications systems and services while acting as the sole centralized customer for the acquisition, billing and record keeping of those telecommunications systems and services. The Office of Telecommunications Management shall charge respective user agencies for the cost of the telecommunications and services provided including the cost of the operation of the office in a fair, equitable, and consistent manner, in full compliance with Federal OMB A87 and State of Louisiana statutes.

For additional information, see:

[Office of Telecommunications Management](#)

Office of Telecommunications Management Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	48,976,460	53,030,489	53,030,489	52,165,510	51,040,281	(1,990,208)
Fees and Self-generated Revenues	399,334	2,269,010	2,269,010	812,574	1,228,454	(1,040,556)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 49,375,794	\$ 55,299,499	\$ 55,299,499	\$ 52,978,084	\$ 52,268,735	\$ (3,030,764)
Expenditures & Request:						
Telecommunications Management	\$ 49,375,794	\$ 55,299,499	\$ 55,299,499	\$ 52,978,084	\$ 52,268,735	\$ (3,030,764)
Total Expenditures & Request	\$ 49,375,794	\$ 55,299,499	\$ 55,299,499	\$ 52,978,084	\$ 52,268,735	\$ (3,030,764)
Authorized Full-Time Equivalents:						
Classified	90	79	79	79	79	0
Unclassified	0	0	0	0	0	0
Total FTEs	90	79	79	79	79	0



808_E000 — Telecommunications Management

Program Authorization: Act 153 of the 1982 Regular Session; Act 1997 (no. 1098) of the 1997 Regular Session; LA R.S. 39:140-143; Act 745 of the 1989 Regular Session (Amended 1752 and 1753); Act 152 of the 1982 Regular Session; Act 772 of the 2001 Regular Session; LA R.S. 39: 1751-1755; Act 876 of the 1990 Regular Session

Program Description

The mission of the Telecommunications Management Program is to establish competitive, cost-effective contracts for the procurement and provisioning of enterprise class telecommunications systems and services while acting as the sole centralized customer for the acquisition, billing and record keeping of those telecommunications systems and services. The Office of Telecommunications Management shall charge respective user agencies for the cost of the telecommunications and services provided including the cost of the operation of the office in a fair, equitable, and consistent manner, in full compliance with Federal OMB A87 and State of Louisiana statutes.

The goals of the Telecommunications Management Program are:

- To procure and provide competitive, cost effective telecommunications systems and services. Leverage the state's buying power to secure the most favorable contract terms and conditions which provide for increases and/or reductions in customer consumption without termination penalties/liabilities.
- To determine the most cost effective sourcing and procurement for the state enterprise.
- To provide a comprehensive package of telecommunications systems and services which meet the communications needs of the government enterprise and enables individual agencies/customers to carry out their operational plans, missions, program goals and objectives in support of the state's nine (9) priority goals.
- To assist customers in the assessment of their telecommunications requirements and provide consolidated management, administration, and implementation coordination/support of enterprise services as appropriate.

The Telecommunications Management program consists of one activity - Telecommunications Services. This activity involves administrative support, technical and procurement services.

Administrative and Technical Services provide state agencies with the following support in the process of carrying out its stated goals:

- The OTM Education Section coordinates and conducts telecommunications related training for both state agency employees and OTM employees. The section maintains directory listing information for inclusion in public and state telephone directories, and provides the agency with production support for printed materials including the State Government Telephone Directory.
- The OTM Systems Projects Section assists state agencies in determining telecommunications service needs by acting as Telecommunications Consultants. These consultants assist state agencies by managing procurement projects, and by providing service level recommendations and budgetary cost proposals. Once procurement decisions are made, the consultants assist in the actual product and/or service installation, testing, and acceptance.



- The OTM Voice Messaging and Standard Dial Tone Services Sections provide technical assistance to state agencies and OTM employees for voice messaging, ESSX, and ISDN services. The sections have responsibility for preparing bid specifications, and managing resultant contracts for equipment and services. The sections are also responsible for performing quality inspections following equipment installations.
- The OTM Network Services Design and Analysis Section is responsible for the design and management of all voice, voice/data, and video network services provided by OTM, including the state long distance network (LINC) and the statewide digital backbone network.
- The LaNet Network Operations Center is responsible for the management of the statewide LaNet wide area network (WAN). This Network facilitates communications among educational institutions and government organizations within Louisiana. The section performs design, installation, maintenance, performance monitoring, and trouble-shooting for all network components.
- The OTM Local Service Section is responsible for bid specifications and contract management for PBX systems, cellular telephones, and other miscellaneous equipment. The section also conducts telephone traffic engineering studies.
- The Engineering section is responsible for the design of cable/wire systems to support voice/data needs in large buildings and campus application environments. The Customer Service of OTM is responsible for a number of services related to supporting the daily activities of telecommunications in state government. These activities include order entry, problem reporting (help desk) and telephone operator services (directory assistance).
- The Management and Finance Branch is responsible for overseeing the business aspects of the agency including financial reporting, payroll and personnel, customer billing, budget development, contract administration, and rate development.

The Procurement section provides the following services on behalf of state agencies to provide cost effective telecommunications products:

- OTM procures goods and services through utilization of the competitive bid process. By aggregating statewide volume, OTM is able to obtain attractive pricing for telecommunications goods and services. The ultimate success of the organization depends to a large extent on the successful performance of this activity.
- The Procurement section has the responsibility for preparing, reviewing, and evaluating all competitive bids in accordance with state procurement rules and regulations, and for managing statewide contracts that result from such bids.

Telecommunications Management Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	48,976,460	53,030,489	53,030,489	52,165,510	51,040,281	(1,990,208)



Telecommunications Management Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Fees and Self-generated Revenues	399,334	2,269,010	2,269,010	812,574	1,228,454	(1,040,556)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 49,375,794	\$ 55,299,499	\$ 55,299,499	\$ 52,978,084	\$ 52,268,735	\$ (3,030,764)
Expenditures & Request:						
Personal Services	\$ 6,735,901	\$ 7,256,798	\$ 7,258,298	\$ 7,081,969	\$ 6,371,911	\$ (886,387)
Total Operating Expenses	175,470	690,436	690,436	491,744	491,744	(198,692)
Total Professional Services	0	30,000	30,000	30,000	30,000	0
Total Other Charges	42,462,086	46,457,940	46,456,440	45,176,871	45,146,180	(1,310,260)
Total Acq & Major Repairs	2,337	864,325	864,325	197,500	228,900	(635,425)
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 49,375,794	\$ 55,299,499	\$ 55,299,499	\$ 52,978,084	\$ 52,268,735	\$ (3,030,764)
Authorized Full-Time Equivalents:						
Classified	90	79	79	79	79	0
Unclassified	0	0	0	0	0	0
Total FTEs	90	79	79	79	79	0

Source of Funding

This program is funded with Interagency Transfers and Self-generated revenues derived from various departments and agencies of state government which use telecommunications services provided by the Office of Telecommunications Management.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 55,299,499	79	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	8,399	0	Civil Service Training Series
0	(437,076)	0	State Employee Retirement Rate Adjustment
0	3,592	0	Teacher Retirement Rate Adjustment
0	(166,915)	0	Salary Base Adjustment



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(118,994)	0	Attrition Adjustment
0	426,400	0	Acquisitions & Major Repairs
0	(864,325)	0	Non-Recurring Acquisitions & Major Repairs
0	(3,719)	0	Risk Management
0	(2,172)	0	Legislative Auditor Fees
0	99,073	0	Rent in State-Owned Buildings
0	166,801	0	Maintenance in State-Owned Buildings
0	5,653	0	Capitol Park Security
0	(176)	0	UPS Fees
0	709	0	Civil Service Fees
0	(415,880)	0	Office of Computing Services Fees
0	(175,393)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
0	(198,692)	0	This adjustment provides for a net decrease in Operating Services due to reductions in maintenance and other operating costs.
0	(1,222,736)	0	This adjustment provides for Other Charges expenditure decreases due to lower vendor costs (\$879,801), realignment of Interagency Transfer expenditures to the correct object categories (\$341,735), and the elimination of tuition expenses (\$1,200).
0	(135,313)	0	This adjustment decreases Interagency Transfer expenditures due to reductions in fees and cost allocations assessed by other state agencies.
\$ 0	\$ 52,268,735	79	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 52,268,735	79	Base Executive Budget FY 2012-2013
\$ 0	\$ 52,268,735	79	Grand Total Recommended

Professional Services

Amount	Description
\$30,000	Other Professional Services - Engineering, cost allocation, integrated accounting systems, etc.
\$30,000	TOTAL PROFESSIONAL SERVICES

Other Charges

Amount	Description
	Other Charges:



Other Charges (Continued)

Amount	Description
\$15,550,000	Misc Charges - Local Service - Standard rate service, non-standard rated service, voice processing service, automated call distribution , etc.
\$26,155,000	Misc Charges - Network Services - LINC long distance, 800 services, LA secure internet, hosted IP telephony, data dial tone, etc.
\$50,000	Misc Charges - Wireless Services - Blackberry Enterprise Server
\$330,000	Misc Charges - long distance toll services
\$62,000	Misc Charges - Equipment Services - maintenance, automated directory assistance, etc.
\$645,000	Other Charges Acquisitions - Capitol Park repairs and upgrades
\$35,000	Other Charges Professional Services - ENS Security staff augmentation
\$415,100	Other Charges Interagency Transfers
\$43,242,100	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$58,554	Department of Public Safety - Capitol Park Security Fees
\$20,637	Legislative Auditor Fees
\$4,082	Uniform Payroll System (UPS) Fees
\$57,713	Risk Management Premiums
\$20,797	State Civil Service Fees
\$71,686	Division of Administration - Human Resources Fees
\$115,778	Division of Administration - Commissioner's Office cost allocation for salaries and related benefits
\$75,539	Division of Administration - Office of Information Technology
\$130,026	Division of Administration - Office of State Purchasing
\$321,250	Division of Administration - Maintenance in State Owned Buildings
\$196,154	Division of Administration - Rent in State Owned Buildings
\$14,385	Office of State Mail Operations & Messenger Service
\$715,848	Division of Administration LEAF/MIPA financing
\$100,631	Office of Telecommunications Management (OTM) Fees
\$1,000	Secretary of State - Archives
\$1,904,080	SUB-TOTAL INTERAGENCY TRANSFERS
\$45,146,180	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$400	Automobile Acquisitions - Accessories
\$100,000	Capitalized Software - IT telecommunications expense management system annual license fee
\$25,000	Capitalized Hardware - Stonehouse Equipment Servers
\$7,500	Hardware - Five (5) Replacement Laptop Computers
\$3,000	Software - Data processing software
\$91,000	Hardware - 80 Replacement Desktop Computers and Monitors, and Two (2) Replacement Printers
\$2,000	Office furniture and equipment
\$228,900	TOTAL ACQUISITIONS AND MAJOR REPAIRS



Performance Information

- 1. (KEY) Through the Telecommunications Services activity, provide outbound intrastate long distance services to state agencies at rates which are equal to or less than 45% of generally available AT&T commercial offerings.**

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	OTM Rate as a percent of generally available commercial long distance rate (efficiency) (LAPAS CODE - 21086)	52%	33%	45%	45%	36%	36%

- 2. (KEY) Through the Telecommunications Services activity, provide Basic Class standard dial tone service to state agencies at rates equal to or less than 62% of the generally available commercial Centrex offering.**

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	OTM Rate as a percent of the generally available commercial Centrex rate (LAPAS CODE - 21207)	67%	61%	65%	65%	63%	63%



3. (KEY) Through the Telecommunications Services activity, process 90% of standard dial tone line of service - Basic Class service orders at a service level interval of three (3) days or less.

Children's Budget Link:

Human Resource Policies Beneficial to Women and Families Link:

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
		K OTM Service Orders percent (LAPAS CODE - 21210)	90%	99%	90%	90%	93%
S OTM Service Objective Days (quality) (LAPAS CODE - 21211)	3	3	3	3	3	3	



21-811 — Prison Enterprises



Agency Description

The mission of the Prison Enterprises is to lower the costs of incarceration by providing productive job opportunities to offenders that instill occupational and skills training while producing quality products and services for sale to state and local governments, non-profit organizations, political subdivisions, and others. Operation of Prison Enterprises programs serves to further the Corrections Services reentry initiative by enabling offenders to increase the potential for successful rehabilitation and reintegration into society.

The goals of Prison Enterprises are:

- I. To operate in a professional, customer focused work environment in order to provide quality products and services at competitive prices ensuring customer satisfaction and increased sales.
- II. To increase involvement in the Department's reentry efforts through the continued use of occupational job titles for the offender workforce and through the expansion of offender work programs and Private Sector/Prison Industry Enhancement (PS/PIE) programs.
- III. To research, evaluate, expand and/or curtail existing industrial, agricultural, and service programs and product lines based upon financial data, marketing trends, customer requests, and overall operational values.

This agency has one program: Prison Enterprises.

For additional information, see:

[Prison Enterprises](#)

[Louisiana Legislative Fiscal Office - 2010 Report - Adult Correctional Systems](#)

Prison Enterprises Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 153,288	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	22,602,023	24,591,656	24,591,656	24,676,581	23,936,198	(655,458)
Fees and Self-generated Revenues	6,446,269	11,257,059	11,257,059	11,064,555	10,731,914	(525,145)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 29,201,580	\$ 35,848,715	\$ 35,848,715	\$ 35,741,136	\$ 34,668,112	\$ (1,180,603)
Expenditures & Request:						
Prison Enterprises	\$ 29,201,580	\$ 35,848,715	\$ 35,848,715	\$ 35,741,136	\$ 34,668,112	\$ (1,180,603)
Total Expenditures & Request	\$ 29,201,580	\$ 35,848,715	\$ 35,848,715	\$ 35,741,136	\$ 34,668,112	\$ (1,180,603)
Authorized Full-Time Equivalents:						
Classified	72	72	72	72	72	0
Unclassified	0	0	0	0	0	0
Total FTEs	72	72	72	72	72	0



811_E000 — Prison Enterprises

Program Authorization: R.S. 15:1151-1161

Program Description

Prison Enterprises has two components: Industry Operations and Agriculture Operations.

- **Industry Operations** - The mission of Industry Operations is to utilize offender labor in the production of low-cost goods and services, which reduce the overall cost of incarceration and save funds for other state agencies, parishes, and local government entities.
 - Prison Enterprises operates fourteen different industries located within seven different adult correctional institutions across the state. The major goal of these operations is to provide quality, low-cost products to the department, thus reducing the cost of incarceration. Offenders, who are normally a financial burden on taxpayers, work to produce a variety of products and services that actually save taxpayer dollars. Prison Enterprises strives to produce goods that meet or exceed the quality of similar products available on state contract, offering them for sale at lower prices.
- **Agriculture Operations** - The mission of Agriculture Operations is to utilize offender labor in the production of vegetables that are fed to the offender population, growing a wide variety of crops sold on the open market and raising livestock.
 - Prison Enterprises works with Louisiana State Penitentiary (LSP) to raise a large variety of vegetables that are fed to LSP offenders at a substantial savings over open market prices. Range herd operations at several different prisons produce cattle that are sold at public auction. While prison-based agriculture operations have not been historically profitable, they play an important role in the institutional environment: increasing offender jobs, decreasing the number of security officers necessary to supervise the offender population, and assisting in basic work ethic development among the offenders.

For additional information, see:

[Prison Enterprises](#)

Prison Enterprises Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 153,288	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	22,602,023	24,591,656	24,591,656	24,676,581	23,936,198	(655,458)
Fees and Self-generated Revenues	6,446,269	11,257,059	11,257,059	11,064,555	10,731,914	(525,145)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0



Prison Enterprises Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 29,201,580	\$ 35,848,715	\$ 35,848,715	\$ 35,741,136	\$ 34,668,112	\$ (1,180,603)
Expenditures & Request:						
Personal Services	\$ 5,567,978	\$ 6,095,695	\$ 6,095,695	\$ 5,977,806	\$ 5,685,752	\$ (409,943)
Total Operating Expenses	18,884,781	22,950,273	22,950,273	23,434,590	22,950,273	0
Total Professional Services	157,643	403,017	403,017	411,480	403,017	0
Total Other Charges	3,078,412	3,745,800	3,745,800	3,622,165	3,636,719	(109,081)
Total Acq&Major Repairs	1,512,766	2,653,930	2,653,930	2,295,095	1,992,351	(661,579)
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 29,201,580	\$ 35,848,715	\$ 35,848,715	\$ 35,741,136	\$ 34,668,112	\$ (1,180,603)
Authorized Full-Time Equivalents:						
Classified	72	72	72	72	72	0
Unclassified	0	0	0	0	0	0
Total FTEs	72	72	72	72	72	0

Source of Funding

This program is funded by Interagency Transfers and Fees and Self-generated Revenue derived from sales to state agencies, municipalities, parishes, non-profit organizations, and the sale of surplus farm products on the open market.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 35,848,715	72	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	(615,003)	0	State Employee Retirement Rate Adjustment
0	11,376	0	Teacher Retirement Rate Adjustment
0	528,172	0	Salary Base Adjustment
0	(104,331)	0	Attrition Adjustment
0	(302,744)	0	Salary Funding from Other Line Items
0	2,295,045	0	Acquisitions & Major Repairs
0	(2,653,880)	0	Non-Recurring Acquisitions & Major Repairs
0	(125,015)	0	Risk Management



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	(215)	0	UPS Fees
0	16,149	0	Civil Service Fees
0	(230,157)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			
\$ 0	\$ 34,668,112	72	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 34,668,112	72	Base Executive Budget FY 2012-2013
\$ 0	\$ 34,668,112	72	Grand Total Recommended

Professional Services

Amount	Description
\$59,000	Management consulting contracts to provide programming assistance for computer and accounting software; to provide forestry management consulting for timber operations; and to provide environmental reports for all Prison Enterprises locations.
\$150,000	Engineering and architectural contracts to provide technical assistance for construction and expansion of Prison Enterprises operations
\$35,000	Veterinary services for livestock
\$159,017	Other professional services to provide for consultation regarding computer-generated apparel patterns, pork production methods, development and testing of chemical formulations for cleaning products, and website maintenance.
\$403,017	TOTAL PROFESSIONAL SERVICES

Other Charges

Amount	Description
Other Charges:	
\$1,181,862	Incentive wages of 20 cents per hour for adult state offenders who are employed in Prison Enterprises operations
\$1,181,862	SUB-TOTAL OTHER CHARGES
Interagency Transfers:	
\$1,263,788	Reimbursement to Dixon Correctional Institute for for Capital Complex work crews
\$172,500	Reimbursement to Louisiana State Penitentiary for utilities
\$393,058	Office of Risk Management (ORM) Fees
\$75,969	Office of Telecommunications Management (OTM) Fees
\$503,334	Division of Administration - LEAF payments
\$30,363	Civil Service Fees
\$10,296	Division of Administration - Printing and postage services
\$3,780	Uniform Payroll System (UPS) fees



Other Charges (Continued)

Amount	Description
\$1,769	Comprehensive Public Training Program (CPTP) Fees
\$2,454,857	SUB-TOTAL INTERAGENCY TRANSFERS
\$3,636,719	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$1,492,351	Acquisitions - Includes replacement of computers, printers, industrial sewing machines, farm equipment, and other items needed for the production of goods by Prison Enterprises. The existing items are in poor mechanical condition or broken and can no longer be repaired.
\$500,000	Major repairs - Includes roof repairs, repair and replacement of the HVAC systems, repairs to Prison Enterprises buildings and warehouses, and repairs to tractors and other farm equipment.
\$1,992,351	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

1. (KEY) Decrease the percentage of customer complaints by 5% by 2016.

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of customer complaints to orders delivered (LAPAS CODE - 20641)	1.00%	1.15%	0.98%	0.98%	0.96%	0.96%
K	Total volume of sales (LAPAS CODE - 20648)	\$ 28,077,179	\$ 27,203,018	\$ 24,847,852	\$ 24,847,852	\$ 25,959,018	\$ 25,959,018
K	Percentage of orders damaged (LAPAS CODE - 20643)	0.50%	0.12%	0.30%	0.30%	0.25%	0.25%

2. (KEY) Provide 100% on-time deliveries by 2016.

Children's Budget Link: Not Applicable



Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of orders delivered on or before promised delivery date (LAPAS CODE - 20644)	88.0%	81.1%	89.8%	89.8%	89.8%	89.8%

3. (KEY) Ensure that 100% of Prison Enterprises' operating units are in compliance with American Correctional Association (ACA) Performance-Based Standards for Correctional Industries every three years.

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of operating units that are in compliance with ACA Performance-Based Standards for Correctional Industries (LAPAS CODE - 20653)	100%	100%	100%	100%	100%	100%

4. (KEY) Increase the number of offenders working in Prison Enterprises programs by 5% by 2016.

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable



Performance Indicators

L e v e l	Performance Indicator Name	Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Indicator Values			
				Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percent increase in offenders assigned to Prison Enterprises programs (LAPAS CODE - 24502)	Not Applicable	Not Applicable	1%	1%	1%	1%
This was a new Performance Indicator for FY 2011-2012.							



21-829 — Office of Aircraft Services

Agency Description

The mission of the Office of Aircraft Services is to manage the overall maintenance and provide all needed and required support for safe, proper, and economic operation of the State's various aircraft. Flight Maintenance Operations ensures flight safety, maintains high safety standards while minimizing aircraft downtime for repairs, and provides high quality, efficient, and economical repair and fueling services for state-operated aircraft.

The goal of the Office of Aircraft Services is:

- I. To supply and manage the overall maintenance and provide all needed and required support for safe, proper, and economic operation of the State's various aircraft.

The Office of Aircraft Services has one program, the Flight Maintenance Program.

Office of Aircraft Services Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	2,118,432	1,958,214	1,958,214	1,983,025	2,047,387	89,173
Fees and Self-generated Revenues	59,768	59,768	59,768	59,768	59,768	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 2,178,200	\$ 2,017,982	\$ 2,017,982	\$ 2,042,793	\$ 2,107,155	\$ 89,173
Expenditures & Request:						
Flight Maintenance	\$ 2,178,200	\$ 2,017,982	\$ 2,017,982	\$ 2,042,793	\$ 2,107,155	\$ 89,173
Total Expenditures & Request	\$ 2,178,200	\$ 2,017,982	\$ 2,017,982	\$ 2,042,793	\$ 2,107,155	\$ 89,173
Authorized Full-Time Equivalents:						
Classified	3	3	3	3	3	0
Unclassified	0	0	0	0	0	0
Total FTEs	3	3	3	3	3	0



829_E000 — Flight Maintenance

Program Authorization: R.S. 36:501, 504

Program Description

The mission of the Office of Aircraft Services is to manage the overall maintenance and provide all needed and required support for safe, proper, and economic operation of the State’s various aircraft. Flight Maintenance Operations ensures flight safety, maintains high safety standards while minimizing aircraft downtime for repairs, and provides high quality, efficient, and economical repair and fueling services for state-operated aircraft.

The goal of the Office of Aircraft Services is:

- I. To supply and manage the overall maintenance and provide all needed and required support for safe, proper, and economic operation of the State’s various aircraft.

The Office of Aircraft Services includes the following activities:

- Supply and Manage State's Aircraft Fleet - Performs maintenance, inspections, modifications, parts procurement and replacement avionic services, fuel services, storage, and outside services as required within the guidelines, rules and regulations of the Federal Aviation Administration, aircraft and engine manufactures, industry standards and laws of the State of Louisiana.

Flight Maintenance Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	2,118,432	1,958,214	1,958,214	1,983,025	2,047,387	89,173
Fees and Self-generated Revenues	59,768	59,768	59,768	59,768	59,768	0
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 2,178,200	\$ 2,017,982	\$ 2,017,982	\$ 2,042,793	\$ 2,107,155	\$ 89,173
Expenditures & Request:						
Personal Services	\$ 324,339	\$ 339,275	\$ 296,336	\$ 284,678	\$ 399,036	\$ 102,700
Total Operating Expenses	1,804,472	1,351,529	1,310,346	1,357,057	1,357,057	46,711



Flight Maintenance Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Professional Services	0	0	49,900	49,900	0	(49,900)
Total Other Charges	49,389	54,528	88,750	92,858	92,762	4,012
Total Acq & Major Repairs	0	272,650	272,650	258,300	258,300	(14,350)
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 2,178,200	\$ 2,017,982	\$ 2,017,982	\$ 2,042,793	\$ 2,107,155	\$ 89,173
Authorized Full-Time Equivalents:						
Classified	3	3	3	3	3	0
Unclassified	0	0	0	0	0	0
Total FTEs	3	3	3	3	3	0

Source of Funding

This program is funded with Interagency Transfers from agencies who utilize flight services and Fees and Self Generated revenue derived from federal, state, and local governments for hangar rentals, fueling and maintenance charges.

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 2,017,982	3	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
0	(28,093)	0	State Employee Retirement Rate Adjustment
0	16,281	0	Salary Base Adjustment
0	258,300	0	Acquisitions & Major Repairs
0	(272,650)	0	Non-Recurring Acquisitions & Major Repairs
0	4,119	0	Risk Management
0	(11)	0	UPS Fees
0	(96)	0	Civil Service Fees
0	(9,759)	0	Non-recurring 27th Pay Period
Non-Statewide Major Financial Changes:			



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
0	46,711	0	This adjustment increases Operating Services in order to cover the cost of leased property from the BR Metro Airport where Aircraft Services is currently housed, as well as the cost for utilities for the location. Lease was previously between DOTD and the Airport. However, due to consolidation of staff at their main offices, DOTD no longer needed the space, and therefore canceled the lease effective 10-31-11. The location currently houses aircraft owned and operated by the Louisiana State Police, Louisiana Agriculture and Forestry, Louisiana Wildlife and Fisheries, Louisiana Department of Environmental Quality, East Baton Rouge Mosquito Control and the United States Coast Guard, as well as Aircraft Services' maintenance and fueling operations.
0	124,271	0	This adjustment provides for the costs associated with two (2) WAE Aviation Mechanic positions.
0	(49,900)	0	This adjustment provides for a decrease in Professional Services due to the elimination of a contract to provide aircraft maintenance.
\$ 0	\$ 2,107,155	3	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 2,107,155	3	Base Executive Budget FY 2012-2013
\$ 0	\$ 2,107,155	3	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2012-2013.

Other Charges

Amount	Description
	Other Charges:
	This program does not have funding recommended for Other Charges for Fiscal Year 2012-2013.
	Interagency Transfers:
\$35,823	Office of Risk Management (ORM) Fees
\$39,594	Division of Administration - Office of Human Resources
\$120	Division of Administration - Office of Computing Services Fees
\$15,506	Division of Administration - Office of Finance and Support Services
\$1,006	State Civil Service Fees
\$250	Department of Environmental Quality - Registration Fees for Gas Tanks
\$100	Office of Telecommunications Management (OTM) Fees
\$145	Division of Administration - Office of State Uniform Payroll (UPS) Fees
\$218	Office of State Printing



Other Charges (Continued)

Amount	Description
\$92,762	SUB-TOTAL INTERAGENCY TRANSFERS
\$92,762	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
\$61,000	Rotor Balancer and Tracking Equipment
\$1,700	Four (4) Shop Fans
\$12,500	Helicopter Work Stands
\$900	Replacement Band Saw
\$750	Replacement Belt Sander
\$12,750	Replacement Reflex/Constant Current Ni-CAD Battery Charger
\$17,000	Replacement Tractor
\$8,500	Lawn Mower
\$2,300	Electric Gate Repairs
\$140,900	Roof repairs on Two (2) Hangars
\$258,300	TOTAL ACQUISITIONS AND MAJOR REPAIRS

Performance Information

- (KEY) To supply and manage the overall maintenance and support for safety and economic operation of the states various aircraft as well as maintain scheduled flight cancellations due to non-scheduled maintenance at 10% or less.**

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Leave for Maternity, FLMA Act, Sexual Harrassment in Workplace, Attendance/Leave/Workhours, Workplace Violence

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percentage of flights canceled due to unscheduled maintenance (LAPAS CODE - 8694)	10%	0	10%	10%	10%	10%
K	Number of flights cancelled due to unscheduled maintenance. (LAPAS CODE - 17015)	0	0	0	0	0	0

2. (KEY) To maintain maintenance man-hour costs below the national average. (As published by the Federal Aviation Administration.)

Children's Budget Link: Not applicable

Human Resource Policies Beneficial to Women and Families Link: Leave for Maternity, FLMA Act, Sexual Harrassment in Workplace, Attendance/Leave/Workhours, Workplace Violence

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	National man-hour cost average (LAPAS CODE - 8696)	\$ 85	\$ 85	\$ 85	\$ 85	\$ 85	\$ 85
K	State man-hours cost average (LAPAS CODE - 8697)	\$ 29	\$ 29	\$ 32	\$ 32	\$ 29	\$ 29
K	Number of fixed wing aircraft maintained. (LAPAS CODE - 8698)	24	23	23	23	23	23
K	Number of helicopters maintained. (LAPAS CODE - 8699)	7	7	7	7	7	7



21-860 — Clean Water State Revolving Fund

Agency Description

The mission of the Business, Community Outreach, and Incentives Divisions in conjunction with the Financial and Administrative Services Division is to uphold Title VI of the federal Clean Water Act and to protect the health and welfare of the citizens of the state by administering the Clean Water State Revolving Fund.

The agency's goal is to protect the health and welfare of the citizens of the state, as well as to enhance the environment of the state, by providing financial assistance to eligible borrowers for the construction of wastewater treatment facilities.

For additional information, see:

[Clean Water State Revolving Fund](#)

[DEQ Strategic Plan](#)

Clean Water State Revolving Fund Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	55,819,783	46,000,000	46,000,000	45,000,000	45,000,000	(1,000,000)
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 55,819,783	\$ 46,000,000	\$ 46,000,000	\$ 45,000,000	\$ 45,000,000	\$ (1,000,000)
Expenditures & Request:						
Clean Water State Revolving Fund	\$ 55,819,783	\$ 46,000,000	\$ 46,000,000	\$ 45,000,000	\$ 45,000,000	\$ (1,000,000)
Total Expenditures & Request	\$ 55,819,783	\$ 46,000,000	\$ 46,000,000	\$ 45,000,000	\$ 45,000,000	\$ (1,000,000)
Authorized Full-Time Equivalents:						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
Total FTEs	0	0	0	0	0	0



860_E000 — Clean Water State Revolving Fund

Program Authorization: R.S. 30:2302

Program Description

The program’s mission is to uphold Title VI of the federal Clean Water Act and to protect the health and welfare of the citizens of the state by administering the Clean Water State Revolving Fund.

The goal of the Community Based Support Program is to protect the health and welfare of the citizens of the state, as well as to enhance the environment of the state, by providing financial assistance to eligible borrowers for improvement and/or construction of wastewater treatment facilities. DEQ is committed to supporting the three major objectives found in Title VI of the Clean Water Act; these are:

1. Construction of publicly owned treatment works (Section 212)
2. Implementing a management program (Section 319); and
3. Developing and implementing a conservation and management plan (Section 320).

Clean Water State Revolving Fund Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	55,819,783	46,000,000	46,000,000	45,000,000	45,000,000	(1,000,000)
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 55,819,783	\$ 46,000,000	\$ 46,000,000	\$ 45,000,000	\$ 45,000,000	\$ (1,000,000)
Expenditures & Request:						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	55,819,783	46,000,000	46,000,000	45,000,000	45,000,000	(1,000,000)
Total Acq & Major Repairs	0	0	0	0	0	0



Clean Water State Revolving Fund Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Unallotted	0	0	0	0	0	0
Total Expenditures & Request	\$ 55,819,783	\$ 46,000,000	\$ 46,000,000	\$ 45,000,000	\$ 45,000,000	\$ (1,000,000)
Authorized Full-Time Equivalents:						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
Total FTEs	0	0	0	0	0	0

Source of Funding

This program is funded with Statutory Dedications from the Clean Water State Revolving Fund (CWSRF) (R.S. 30:2302). (Per R.S. 39:36B.(8), see table below for listing of expenditures out of each Statutory Dedicated fund). The CWSRF consists of federal funds and state match via general obligations bonds and general fund, which will be used to make direct loans to local governments to finance sewer system improvements to clean up water in the state.

Clean Water State Revolving Fund Statutory Dedications

Fund	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Clean Water State Revolving Fund	\$ 55,819,783	\$ 46,000,000	\$ 46,000,000	\$ 45,000,000	\$ 45,000,000	\$ (1,000,000)

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 46,000,000	0	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
Non-Statewide Major Financial Changes:			



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ (1,000,000)	0	Non-recur ARRA funds
\$ 0	\$ 45,000,000	0	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 45,000,000	0	Base Executive Budget FY 2012-2013
\$ 0	\$ 45,000,000	0	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2012-2013.

Other Charges

Amount	Description
	Other Charges:
\$45,000,000	Clean Water State Revolving Fund - to reimburse municipalities who have received loans from the department for the construction and/or repair of publicly owned treatment work facilities.
\$45,000,000	SUB-TOTAL OTHER CHARGES
	This program does not have funding for Interagency Transfers for Fiscal Year 2012-2013.
\$0	SUB-TOTAL INTERAGENCY TRANSFERS
\$45,000,000	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
	This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2012-2013.



Performance Information

1. (KEY) To review 100% of the loan applications and associated documents processed within 30 days of receipt.

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links: Not Applicable

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
K	Percent of loan applications and associated documents processed within 30 days of receipt (LAPAS CODE - 10583)	100%	100%	100%	100%	100%	100%



21-861 — Safe Drinking Water Revolving Loan Fund

Agency Description

The mission of the Drinking Water Revolving Loan Fund (DWRLF) is to assist public water systems in financing needed drinking water infrastructure improvements (e.g. treatment plant, distribution main replacement, storage facilities, new wells).

The goal of the DWRLF is to provide assistance in the form of low-interest loans and technical assistance to public water systems in Louisiana to assist them with complying with state and federal drinking water regulations ensuring that their customers are provided with safe drinking water thereby protecting the public health. The recipients of the services provided by the DWRLF Program are the consumers of water from all publicly and privately owned community water systems and nonprofit, non-community publicly owned water systems in the state of Louisiana. The DWRLF program provides subsidized low-interest loans to these water systems for construction of eligible projects, as well as assistance through the capacity development programs and technical assistance. This affects all persons who are direct customers of these water systems which ultimately improves their quality of life.

For additional information, see:

[Office of Public Health](#)

[Environmental Protection Agency](#)

Safe Drinking Water Revolving Loan Fund Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	55,015,255	40,000,000	40,000,000	34,000,000	34,000,000	(6,000,000)
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 55,015,255	\$ 40,000,000	\$ 40,000,000	\$ 34,000,000	\$ 34,000,000	\$ (6,000,000)
Expenditures & Request:						
Safe Drinking Water Revolving Loan Fund	\$ 55,015,255	\$ 40,000,000	\$ 40,000,000	\$ 34,000,000	\$ 34,000,000	\$ (6,000,000)



Safe Drinking Water Revolving Loan Fund Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Expenditures & Request	\$ 55,015,255	\$ 40,000,000	\$ 40,000,000	\$ 34,000,000	\$ 34,000,000	\$ (6,000,000)
Authorized Full-Time Equivalents:						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
Total FTEs	0	0	0	0	0	0



861_E000 — Safe Drinking Water Revolving Loan Fund

Program Authorization: Program Authorization: Chapter 32 of Title 40 of the Louisiana Revised Statutes of 1950, as amended (R.S. 40:2821-2826).

Program Description

The Safe Drinking Water Revolving Loan Fund (SDWRLF) was created to assist public water systems in financing needed drinking water infrastructure improvements (e.g., treatment plant, distribution main replacement, storage facilities, and new wells).

The goal of the DWRLF is to provide assistance in the form of low-interest loans and technical assistance to public water systems in Louisiana to assist them with complying with state and federal drinking water regulations ensuring that their customers are provided with safe drinking water thereby protecting the public health. The recipients of the services provided by the DWRLF Program are the consumers of water from all publicly and privately owned community water systems and nonprofit, non-community publicly owned water systems in the state of Louisiana. The DWRLF program provides subsidized low-interest loans to these water systems for construction of eligible projects, as well as assistance through the capacity development programs and technical assistance. This affects all persons who are direct customers of these water systems which ultimately improves their quality of life.

Safe Drinking Water Revolving Loan Fund Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Means of Financing:						
State General Fund (Direct)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State General Fund by:						
Total Interagency Transfers	0	0	0	0	0	0
Fees and Self-generated Revenues	0	0	0	0	0	0
Statutory Dedications	55,015,255	40,000,000	40,000,000	34,000,000	34,000,000	(6,000,000)
Interim Emergency Board	0	0	0	0	0	0
Federal Funds	0	0	0	0	0	0
Total Means of Financing	\$ 55,015,255	\$ 40,000,000	\$ 40,000,000	\$ 34,000,000	\$ 34,000,000	\$ (6,000,000)
Expenditures & Request:						
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Expenses	0	0	0	0	0	0
Total Professional Services	0	0	0	0	0	0
Total Other Charges	55,015,255	40,000,000	40,000,000	34,000,000	34,000,000	(6,000,000)
Total Acq & Major Repairs	0	0	0	0	0	0
Total Unallotted	0	0	0	0	0	0



Safe Drinking Water Revolving Loan Fund Budget Summary

	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Total Expenditures & Request	\$ 55,015,255	\$ 40,000,000	\$ 40,000,000	\$ 34,000,000	\$ 34,000,000	\$ (6,000,000)
Authorized Full-Time Equivalents:						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
Total FTEs	0	0	0	0	0	0

Source of Funding

This program is funded with Statutory Dedications from the Safe Drinking Water Revolving Loan Fund (SWDRLF) (R.S. 40:2821-2826). (Per R.S. 39:36B.(8), see table below for listing of expenditures out of each Statutory Dedicated fund). The SDWRLF consists of federal funds and state match via general funds, which will be used to make direct loans to community water systems and non-profit non-community water systems, which are included in the state project list, to finance improvements to the water systems.

Safe Drinking Water Revolving Loan Fund Statutory Dedications

Fund	Prior Year Actuals FY 2010-2011	Enacted FY 2011-2012	Existing Oper Budget as of 12/1/11	Continuation FY 2012-2013	Recommended FY 2012-2013	Total Recommended Over/(Under) EOB
Safe Drinking Water Revolving Loan Fund	\$ 55,015,255	\$ 40,000,000	\$ 40,000,000	\$ 34,000,000	\$ 34,000,000	\$ (6,000,000)

Major Changes from Existing Operating Budget

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ 0	0	Mid-Year Adjustments (BA-7s):
\$ 0	\$ 40,000,000	0	Existing Oper Budget as of 12/1/11
Statewide Major Financial Changes:			
Non-Statewide Major Financial Changes:			



Major Changes from Existing Operating Budget (Continued)

General Fund	Total Amount	Table of Organization	Description
\$ 0	\$ (6,000,000)	0	Non recur of excess budget authority due to the expiration of a Federal grant.
\$ 0	\$ 34,000,000	0	Recommended FY 2012-2013
\$ 0	\$ 0	0	Less Supplementary Recommendation
\$ 0	\$ 34,000,000	0	Base Executive Budget FY 2012-2013
\$ 0	\$ 34,000,000	0	Grand Total Recommended

Professional Services

Amount	Description
	This program does not have funding for Professional Services for Fiscal Year 2012-2013.

Other Charges

Amount	Description
	Other Charges:
\$34,000,000	Safe Drinking Water Revolving Loan Fund to make low interest loans to local political subdivisions for the construction of water system improvements to meet or maintain the EPA and State standards.
\$34,000,000	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
	This program does not have funding for Interagency Transfers for Fiscal Year 2012-2013.
\$34,000,000	SUB-TOTAL INTERAGENCY TRANSFERS
\$34,000,000	TOTAL OTHER CHARGES

Acquisitions and Major Repairs

Amount	Description
	This program does not have funding for Acquisitions and Major Repairs for Fiscal Year 2012-2013.



Performance Information

- (KEY) Through the Safe Drinking Water Revolving Loan Fund activity, to review 100% of the loan applications and associated documents within 60 days of receipt each year through June 30, 2016.**

Children's Budget Link: Not Applicable

Human Resource Policies Beneficial to Women and Families Link: Not Applicable

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other): Not Applicable

Explanatory Notes: Safe Drinking Water Revolving Loan Fund is an ancillary fund in the Department of Health and Hospitals, Office of Public Health. The Drinking Water Revolving Loan Fund, (DWRLF) was created to assist public water systems in financing needed drinking water infrastructure improvements (e.g., treatment plant, distribution main replacement, storage facilities, and new wells). The recipients of the services provided by the DWRLF Program are the consumers of water from those publicly and privately owned community water systems and nonprofit, non-community publicly owned water systems in the state of Louisiana. The DWRLF consists of federal funds and state match via interest on loans outstanding from the fund.

Performance Indicators

L e v e l	Performance Indicator Name	Performance Indicator Values					
		Yearend Performance Standard FY 2010-2011	Actual Yearend Performance FY 2010-2011	Performance Standard as Initially Appropriated FY 2011-2012	Existing Performance Standard FY 2011-2012	Performance At Continuation Budget Level FY 2012-2013	Performance At Executive Budget Level FY 2012-2013
		K	Percentage of loan applications and associated documents processed within 60 days of receipt (LAPAS CODE - 17023)	100%	100%	100%	100%



