

COL A93			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
REVENUE, DEPARTMENT OF			73000000
PGM: ADMIN SERVICES PGM			73010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>			73010100
GOV OPERATIONS/SUPPORT			16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>			<u>1602.00.00.00</u>
PROGRAM REDUCTIONS			33V0000
REDUCE SALARIES AND BENEFITS			33V1670
SALARY RATE			000000
SALARY RATE.....	29,345-		
=====			
SALARIES AND BENEFIT			010000
GENERAL REVENUE FUND	-STATE	42,000-	
			1000 1
=====			
TOTAL: REDUCE SALARIES AND BENEFITS			33V1670
TOTAL POSITIONS.....	1.00-		
TOTAL ISSUE.....	42,000-		
TOTAL SALARY RATE.....	29,345-		
=====			

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #4

This strategy proposes a reduction of one full-time position (FTE) and \$42,000 in General Revenue Salaries and Benefits in the Executive Direction and Support Services Program (Program).

This reduction would eliminate an Administrative Assistant position in the Office of Tax Research. As a result of this reduction, the Office of Tax Research and the Office of Taxpayer Rights would share one administrative position to meet the needs of both offices.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0712 ADMINISTRATIVE ASSISTANT II							
C1001 001	1.00-	29,345-		15,563-	44,908-	0.00	44,908-

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
REVENUE, DEPARTMENT OF		73000000
PGM: ADMIN SERVICES PGM		73010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		73010100
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		1602.00.00.00
PROGRAM REDUCTIONS		33V0000
REDUCE SALARIES AND BENEFITS		33V1670

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							44,908-
	1.00-	29,345-		15,563-	44,908-		44,908-
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							2,908
							42,000-

STATE FUNDING REDUCTIONS		3300000
EXECUTIVE DIRECTION AND SUPPORT		
SERVICES REDUCTION IN EXPENSE		3302100
EXPENSES		040000
GENERAL REVENUE FUND -STATE	52,000-	1000 1
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #11

This strategy proposes a \$52,000 reduction in General Revenue Expenses funding. This reduction is based on cost management and reduction strategies across all Executive Offices in the Department of Revenue.

COL A93		
SCH VIII B-2		
REDUCTIONS		
POS	AMOUNT	CODES

REVENUE, DEPARTMENT OF		73000000
PGM: ADMIN SERVICES PGM		73010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>		73010100
GOV OPERATIONS/SUPPORT		16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>		<u>1602.00.00.00</u>
TOTAL: EXEC LEADERSHIP/SUPPRT SVC		<u>1602.00.00.00</u>
BY FUND TYPE		
	1.00-	
GENERAL REVENUE FUND.....	94,000-	1000
SALARY RATE.....	29,345-	
	=====	

COL A93			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
			73000000
			73310000
			13
			<u>1304.00.00.00</u>
			33V0000
			33V0220
			030000
GENERAL REVENUE FUND	-MATCH 102,000-		1000 2
FEDERAL GRANTS TRUST FUND	-FEDERL 198,000-		2261 3

TOTAL APPRO.....	300,000-		
	=====		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #13

This strategy proposes a \$300,000 (\$102,000 General Revenue and \$198,000 Federal Grants Trust Fund) reduction in Other Personal Services (OPS) in the Department of Revenue's (Department's) Child Support Program (Program). To generate \$300,000, the Program would be required to reduce resources for strategic projects that require OPS staffing.

This reduction could adversely affect services provided to customers. Based upon the Program's federal fiscal year 2013-14 cost effectiveness of \$5.75 of child support distributed per \$1 expended, this reduction could adversely affect child support distributions by approximately \$1.7 million.

CHILD SUPPORT PROGRAM EXPENSE			
SAVINGS FROM OPERATIONAL CHANGES			33V0230
EXPENSES			040000
GENERAL REVENUE FUND	-MATCH 46,682-		1000 2
FEDERAL GRANTS TRUST FUND	-FEDERL 90,618-		2261 3

TOTAL APPRO.....	137,300-		
	=====		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority #2

This strategy proposes a recurring Expenses category reduction in the Child Support Program (Program) of \$137,300 (\$46,682 General Revenue and \$90,618 Federal Grants Trust Fund). Over the last two years, the Program has made operational changes which resulted in cost efficiencies. The Program has limited the number of desktop printers and

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
REVENUE, DEPARTMENT OF		73000000
<u>CHILD SUPPORT ENFORCEMENT</u>		73310000
HEALTH AND HUMAN SERVICES		13
<u>SERVICES/MOST VULNERABLE</u>		<u>1304.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
CHILD SUPPORT PROGRAM EXPENSE		
SAVINGS FROM OPERATIONAL CHANGES		33V0230

instead used the copier state contract more effectively and limited office operations costs in general. As a result, spending by operational units has declined by approximately \$59 per position.

CHILD SUPPORT PROGRAM - POSTAL
 SAVINGS FROM REVISED MAILING
 PRACTICES
 EXPENSES

33V0330
 040000

GENERAL REVENUE FUND	-MATCH	64,193-
FEDERAL GRANTS TRUST FUND	-FEDERL	124,610-

TOTAL APPRO.....		188,803-
		=====

1000 2
 2261 3

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE:

IT COMPONENT? NO

Priority: #10

This strategy proposes a \$188,803 recurring cost reduction in the Child Support Program (\$64,193 General Revenue and \$124,610 Federal Grants Trust Fund) by amending current law to allow administrative paternity and/or support actions to be sent by certified mail rather than certified mail, restricted delivery; and to allow deemed income withholding notices and the continuation of support notices to be sent by regular mail rather than certified mail.

Under current law, notice of administrative paternity and/or support actions must be sent by certified mail, restricted delivery (sections 409.256(4) and 409.2563(4), F.S.) at a cost of \$6.74 for certified mail plus an additional \$5.15 for restricted delivery. According to the US Postal Service, Restricted Delivery ensures that your mail is only delivered to the person you specify, or to the person authorized in writing to sign for intended recipient. Nonetheless, signatures are often accepted from individuals other than the person to whom the mail is addressed. When someone other than the addressee signs the receipt card, statutes require the Program to contact the addressee to confirm that he or she received the mail in question. During state fiscal year 2014-15, the Program mailed an estimated 34,145 initial notices of administrative paternity and/or support. The cost of the restricted delivery was \$175,847. The Department continues to expand its use of administrative paternity and/or support actions.

Currently, sections 61.1301 and 409.2574, F.S., require continuation of support notices and deemed income deduction notices be sent by certified mail at a cost of \$6.74 per piece. In state fiscal year 2014-15, there were 1,727 deemed income deduction notices mailed and an estimated 346 continuation of support notices mailed. Both notices cost the Program \$13,972.

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		73000000
		73310000
		13
		<u>1304.00.00.00</u>
		33V0000
		33V0330

REVENUE, DEPARTMENT OF
CHILD SUPPORT ENFORCEMENT
 HEALTH AND HUMAN SERVICES
SERVICES/MOST VULNERABLE
 PROGRAM REDUCTIONS
 CHILD SUPPORT PROGRAM - POSTAL
 SAVINGS FROM REVISED MAILING
 PRACTICES

The Program proposes the following two changes:

Amend sections 409.256(4) and 409.2563(4), F.S., to remove the requirement for restricted delivery when using certified mail service, effective July 1, 2016 for the initial notice of administrative paternity and/or support. Removing the requirement for restricted delivery will not impact successful certified mail service for the Program as explained in the background information. It will save the Program \$5.15 for each certified mail request for a total savings of \$175,847 annually. This assumes that this state fiscal year 2016-17 issue is approved and statutory changes are effective July 1, 2016. Implementation costs would be minimal and would be absorbed within existing resources.

Amend sections 61.1301 and 409.2574, F.S., to allow deemed income deduction notices and continuation of support notices to be sent by regular mail rather than certified mail. This will provide a more efficient process for notifying customers. The regular mail cost would be \$0.49 per notice, a savings of \$6.25 each for a total savings of \$12,956 annually. This assumes that this state fiscal year 2016-17 issue is approved and statutory changes are effective July 1, 2016. Implementation costs would be minimal and would be absorbed within existing resources.

The Program currently sends notices for the following enforcement actions by regular mail: Past due notices; driver license suspension; consumer reporting; business, professional and recreational license suspension; contempt, notice of hearing; income deduction; and IRS/passports/admin offsets.

The estimated savings are calculated as shown on the following table. The Department continues to refine its estimate of the savings.

Notice	#Mailed Annually	Savings Per Notice	Total Savings
Administrative Paternity Support	34,145	\$5.15	\$175,847
Deemed Income Deduction	1,727	\$6.25	\$10,794
Continuation of Support	346	\$6.25	\$2,162
Total			\$188,803

If this potential reduction is accepted, the impact on the provision of services will be minimal.

COL A93			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES

REVENUE, DEPARTMENT OF			73000000
<u>CHILD SUPPORT ENFORCEMENT</u>			73310000
HEALTH AND HUMAN SERVICES			13
<u>SERVICES/MOST VULNERABLE</u>			<u>1304.00.00.00</u>
PROGRAM REDUCTIONS			33V0000
CHILD SUPPORT PROGRAM - LIMIT			
THE VOLUME OF OUTBOUND MAIL			33V0710
EXPENSES			040000
GENERAL REVENUE FUND	-MATCH 714,000-		1000 2
FEDERAL GRANTS TRUST FUND	-FEDERL 1,386,000-		2261 3

TOTAL APPRO.....	2,100,000-		
	=====		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #15

This strategy proposes a \$2,100,000 Expenses reduction (\$714,000 General Revenue and \$1,386,000 Federal Grants Trust Fund) for the Child Support Program (Program) by controlling the volume of outbound mail that is sent for the purposes of locating parents and establishing and enforcing support orders. Mailings would be capped based upon available postage funding.

The Program would prioritize and control the volume of outbound mailings, which could adversely affect services provided to customers and performance. While the Program continually seeks to use its outbound mail budget as effectively as possible and looks for lower cost alternatives to interact with our customers, a reduction of this size would lead to some forms and notices not being sent as frequently, adversely affecting performance and collections. Based upon the Program's federal fiscal year 2013-14 cost effectiveness of \$5.75 of child support distributed per \$1 expended, this reduction could adversely affect child support distributions by approximately \$12,100,000.

The Department is also proposing a base budget realignment (Issue codes 3400270 and 3400280) in its Fiscal Year 2016-17 Legislative Budget Request (LBR) that would reduce Expenses funding by \$1,245,740. This VIII-B reduction issue should not be taken if the LBR realignment is funded .

CHILD SUPPORT PROGRAM - FUNDING
 FOR CHILD SUPPORT SERVICES PARTNER
 PROVIDERS

SPECIAL CATEGORIES			33V1170
PUR/SVCS-CHILD SUPP			100000
GENERAL REVENUE FUND	-MATCH 1,230,800-		102877
FEDERAL GRANTS TRUST FUND	-FEDERL 2,389,200-		1000 2
	-----		2261 3

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES

REVENUE, DEPARTMENT OF		73000000
<u>CHILD SUPPORT ENFORCEMENT</u>		73310000
HEALTH AND HUMAN SERVICES		13
<u>SERVICES/MOST VULNERABLE</u>		<u>1304.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
CHILD SUPPORT PROGRAM - FUNDING		
FOR CHILD SUPPORT SERVICES PARTNER		
PROVIDERS		33V1170
SPECIAL CATEGORIES		100000
PUR/SVCS-CHILD SUPP		102877
TOTAL APPRO.....	3,620,000-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE:

IT COMPONENT? NO

Priority: #16

This strategy proposes a \$3,620,000 reduction in the Child Support Program's (Program's) budget (\$1,230,800 in General Revenue and \$2,389,200 in Federal Grants Trust Fund) by reducing spending for public and private service providers. This reduction would cause severe effects to partner agencies, program performance and services to the citizens we serve.

The Program has cost reimbursement contracts for Legal Services with the Office of the Attorney General, The Office of the State Court Administrator, and the Tenth Circuit State Attorney's Office. Additionally, the Program contracts for full Child Support services with the Eleventh Circuit State Attorney's Office in Miami-Dade County and with the Clerk of the Circuit Court in Manatee County. To achieve the reduction, vacancies in these contracts would need to be increased. This could result in hiring freezes or significant hiring slowdowns.

The Program would prioritize and reduce the volume of the legal referrals required to establish paternity, establish, modify and enforce support orders during the year. While the program would continue to pay for orders on referrals it had previously made, new judicial filings would be limited to respondent motions such as driver's license contests and other actions that could be completed within remaining appropriation.

These reductions would adversely affect federal performance incentive scores which could result in the reduction of federal incentive funds. Services to the citizens we serve would be adversely affected. Based upon cost effectiveness of \$5.75 dollars distributed per dollar expended for Federal Fiscal Year 2013-14, a reduction of \$3.6 million would adversely affect child support distributions by approximately \$20.8 million.

COL A93			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
			73000000
			73310000
			13
			<u>1304.00.00.00</u>
			33V0000
			33V1680
			010000
GENERAL REVENUE FUND	-MATCH 530,355-		1000 2
CSE APP FEE & PROG REV TF	-MATCH 142,845-		2104 2
FEDERAL GRANTS TRUST FUND	-FEDERL 1,306,800-		2261 3

TOTAL APPRO.....	1,980,000-		
	=====		

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 16-17 NARRATIVE:
 Priority: #17

IT COMPONENT? NO

This strategy proposes a reduction in Salaries and Benefits funding for the Child Support Program (Program) of \$1,980,000 (\$530,355 General Revenue, \$142,845 Child Support Enforcement Application and Program Revenue Trust Fund, and \$1,306,800 Federal Grants Trust Fund) on either a nonrecurring or recurring basis in order to achieve the Program's 5% reduction target. To generate this reduction, the Program would be required to maintain an average 3.5% vacancy rate during the year and limit the use of overtime. The Department would request retention of the unfunded positions to ensure a constant staffing rate of 96.5% during the year.

This reduction would adversely affect services provided to customers. Based upon cost effectiveness of \$5.75 distributed per \$1.00 expended for Federal Fiscal Year 2013-14, a reduction of \$1,980,000 could adversely affect child support distributions by approximately \$11.4 million.

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
REVENUE, DEPARTMENT OF		73000000
<u>CHILD SUPPORT ENFORCEMENT</u>		73310000
HEALTH AND HUMAN SERVICES		13
<u>SERVICES/MOST VULNERABLE</u>		<u>1304.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
CHILD SUPPORT PROGRAM - SALARIES AND BENEFITS		33V1680

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							530,355-
2261 FEDERAL GRANTS TRUST FUND							1,306,800-
2104 CSE APP FEE & PROG REV TF							142,845-

							1,980,000-
							=====

CHILD SUPPORT PROGRAM - ELIMINATE 1-800 KIDS LINE EXPENSES							33V2080 040000
GENERAL REVENUE FUND -MATCH		114,240-					1000 2
FEDERAL GRANTS TRUST FUND -FEDERL		221,760-					2261 3

TOTAL APPRO.....		336,000-					
		=====					

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE:
 Priority: #7

IT COMPONENT? NO

This strategy proposes a recurring reduction of \$336,000 in the Child Support Program (Program) as a result of eliminating the toll free 1-800 KIDS line and replacing it with a local (Tallahassee) phone number. The 1-800 toll free telephone line provides agent assisted case specific information and automated educational messages to customers. The line is available 5 days a week from 7:30 a.m. until 6:00 p.m. EST. The Program has achieved a significant reduction in operating costs through operational changes. Effective May, 2014, the Program initiated a call management process that reduced the phone lines available to hold callers in queue from 276 to 100 for a 64% reduction. As a result, average hold time has decreased from 20-30 minutes to 8-10 minutes. The average hold time for calls to the 1-800 KIDS line was 7

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		73000000
REVENUE, DEPARTMENT OF		73310000
<u>CHILD SUPPORT ENFORCEMENT</u>		13
HEALTH AND HUMAN SERVICES		<u>1304.00.00.00</u>
<u>SERVICES/MOST VULNERABLE</u>		33V0000
PROGRAM REDUCTIONS		
CHILD SUPPORT PROGRAM - ELIMINATE		
1-800 KIDS LINE		33V2080

minutes during Fiscal Year 2014-15.

Based upon data for Fiscal Year 2014-15, the 1-800 line has averaged over 2.2 million minutes of phone air time per month. Approximately 9.3 million phone calls are made to the 1-800 line annually.

The average monthly cost of the 1-800 line is approximately \$43,000. The shift to a local phone number would require the installation of 25 additional T1 (local) lines to accommodate the volume of incoming calls to a local customer contact phone line. The recurring cost associated with the T1 lines is estimated to be \$15,000 per month based upon a monthly cost estimate of \$600 per T1 line, which would result in a monthly savings of \$28,000 (\$43,000 minus \$15,000). There will be non-recurring costs associated with replacing the 1-800 phone line information wherever it appears on forms and notices. It is anticipated that these forms and notice changes could be completed within existing resources.

HOLD TIME ON 1-800-KIDS LINE CHILD			
SUPPORT ENFORCEMENT PROGRAM			33V2110
EXPENSES			040000
GENERAL REVENUE FUND	-MATCH	102,000-	1000 2
FEDERAL GRANTS TRUST FUND	-FEDERL	198,000-	2261 3

TOTAL APPRO.....		300,000-	
		=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE:
 Priority #1

IT COMPONENT? NO

This strategy proposes an additional recurring reduction in the Child Support Program of \$300,000 as a result of operational changes to the toll free 1-800 KIDS line and other Tallahassee telephone-related savings. The 1-800 toll free telephone line provides agent assisted case specific information and automated educational messages to customers. The line is available 5-days a week from 7:30 AM until 6:00 PM EST. Effective May, 2014, the Program initiated a call management process that reduced the phone lines available to hold callers in queue from 276 to 100. As a result, average hold time has decreased from 20-30 minutes to 8-10, a reduction of approximately 64%. The average hold time for calls to the 1-800 KIDS line was 7 minutes during Fiscal Year 2014-15.

Based upon projections, a Fiscal Year 2015-16 Schedule VIII B reduction issue for \$552,000 was submitted and taken in the General Appropriations Act. That issue projected a decrease of approximately 40% in monthly expense resulting from reduction in hold time. After one year's actual experience, \$300,000 in savings over and above the \$552,000 cost

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
REVENUE, DEPARTMENT OF		73000000
<u>CHILD SUPPORT ENFORCEMENT</u>		73310000
HEALTH AND HUMAN SERVICES		13
<u>SERVICES/MOST VULNERABLE</u>		<u>1304.00.00.00</u>
PROGRAM REDUCTIONS		33V0000
HOLD TIME ON 1-800-KIDS LINE CHILD		
SUPPORT ENFORCEMENT PROGRAM		33V2110

reduction are now being realized on the 1-800 KIDS line and other Tallahassee telephone expenses.

COOPERATION REQUIREMENT FOR THE		
FOOD ASSISTANCE ONLY APPLICANTS		33V2120
SALARY RATE		000000
SALARY RATE.....	398,130-	
	=====	
SALARIES AND BENEFIT		010000
GENERAL REVENUE FUND -MATCH	200,002-	1000 2
FEDERAL GRANTS TRUST FUND -FEDERL	388,239-	2261 3

TOTAL POSITIONS.....	15.00-	
TOTAL APPRO.....	588,241-	
	=====	
TOTAL: COOPERATION REQUIREMENT FOR THE		33V2120
FOOD ASSISTANCE ONLY APPLICANTS		
TOTAL POSITIONS.....	15.00-	
TOTAL ISSUE.....	588,241-	
TOTAL SALARY RATE.....	398,130-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE:

IT COMPONENT? NO

Priority: #9

This strategy proposes a reduction to the Child Support Program's (Program's) budget as a result of changing current state mandatory participation requirements for parents with dependent children who receive food assistance only. Section 414.032(1), F.S., requires parents with dependent children who receive food assistance only to cooperate with the state's Child Support Program before receiving benefits when the other parent lives outside the house. The current cooperation requirement is an option under federal law.

This proposal would amend s. 414.032, F.S., to remove the cooperation requirement and make a conforming change to the definition of public assistance in section 409.2554(8), F.S., effective July 1, 2016. Eliminating the cooperation requirement will not limit access to the Child Support Program. Any parent who wants child support services can receive them by completing an application for services. By replacing the mandatory cooperation with a letter inviting customers

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES
		73000000
REVENUE, DEPARTMENT OF		73310000
<u>CHILD SUPPORT ENFORCEMENT</u>		13
HEALTH AND HUMAN SERVICES		<u>1304.00.00.00</u>
<u>SERVICES/MOST VULNERABLE</u>		33V0000
PROGRAM REDUCTIONS		
COOPERATION REQUIREMENT FOR THE		
FOOD ASSISTANCE ONLY APPLICANTS		33V2120

to apply for services, the parents who truly need services would continue to receive services. It should be noted that some food assistance recipients may choose not to apply for services and, as a result, could remain on assistance.

During FY 2013-14, 28,203 food assistance only cases were created. Of these, 76% were either closed or are pending closure, with 79% of the closures resulting from noncooperation or recipient request for closure. Specifically, 55% were closed due to noncooperation and another 24% were closed based on the parent's request for case closure. This analysis assumes that all cases not closed due to non-cooperation or parent request (40% of the cases created) would apply for services.

Based upon a random moment sample FTE survey administered in April 2015, there were 85.53 FTE working in the public assistance referral case creation process. There were a total of 97,046 cases created in that process during FY 2013-14. If the cooperation requirement for food assistance only cases were eliminated, it is assumed that the FTE associated with the 16,880 cases would no longer be needed. This equates to 15 Revenue Specialist II positions.

Note: The Department of Revenue reviewed the food assistance only cases created in FY 2014-15, and we are seeing a rate of closure similar to FY 2013-14. 53% of food assistance only cases created in FY 2014-2015 are now closed due to non-cooperation or on the parents' request for closure. This compares to 60% of the cases opened in FY 2013-14. The Department considers the FY 2013-14 data more appropriate since cases in FY 2014-15 may have just opened and there has been insufficient time for closure to occur.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
1700 REVENUE SPECIALIST II							
C1001 001	15.00-	398,130-		227,181-	625,311-	0.00	625,311-

COL A93 SCH VIIIIB-2 REDUCTIONS		CODES
POS	AMOUNT	
REVENUE, DEPARTMENT OF CHILD SUPPORT ENFORCEMENT		73000000
HEALTH AND HUMAN SERVICES		73310000
SERVICES/MOST VULNERABLE		13
PROGRAM REDUCTIONS		<u>1304.00.00.00</u>
COOPERATION REQUIREMENT FOR THE FOOD ASSISTANCE ONLY APPLICANTS		33V0000
		33V2120

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							212,606-
2261 FEDERAL GRANTS TRUST FUND							412,705-
	15.00-	398,130-		227,181-	625,311-		625,311-
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							12,604
2261 FEDERAL GRANTS TRUST FUND							24,466
							588,241-

STATE FUNDING REDUCTIONS	3300000
REDUCE CHILD SUPPORT ENFORCEMENT	
CLERK OF COURT COLLECTION TRUST	
FUND UNFUNDED BUDGET	3302120
SPECIAL CATEGORIES	100000
PUR/SVCS-CHILD SUPP	102877
COURT/CSE COLL SYS TF -STATE	50,212-
	2115 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 16-17 NARRATIVE:
 Priority: #3

IT COMPONENT? NO

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES

REVENUE, DEPARTMENT OF		73000000
<u>CHILD SUPPORT ENFORCEMENT</u>		73310000
HEALTH AND HUMAN SERVICES		13
<u>SERVICES/MOST VULNERABLE</u>		<u>1304.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REDUCE CHILD SUPPORT ENFORCEMENT		
CLERK OF COURT COLLECTION TRUST		
FUND UNFUNDED BUDGET		3302120

This strategy proposes a \$50,212 reduction in the Purchase of Services category in the Clerk of Court Child Support Enforcement Collection System Trust Fund.

Pursuant to s. 61.181(2)(b) F.S., this fund is used exclusively for the development, implementation, and operation of the Clerk of Court Child Support Enforcement Collection System to be operated by the depositories, including the automation of civil case information necessary for the State Case Registry. The Department of Revenue (Department) is required to contract with the Florida Association of Court Clerks and the depositories to design, establish, operate, and maintain the automation of the depositories, including the capacity to electronically transfer information to the Department.

The state's liability with respect to these responsibilities is capped. Pursuant to s. 61.181(2)(b) F.S., the Department's obligation to fund the automation of the depositories is limited to the state share of funds available in the Clerk of the Court Child Support Enforcement Collection System Trust Fund. Current revenues in the trust fund are less than the full amount of the appropriation.

There is no impact on the provision of services, as the reduction would come from unfunded budget.

TOTAL: SERVICES/MOST VULNERABLE		<u>1304.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	3,104,272-	1000
TRUST FUNDS	6,496,284-	2000

TOTAL POSITIONS.....	15.00-	
TOTAL PROG COMP.....	9,600,556-	
TOTAL SALARY RATE.....	398,130-	
	=====	

COL A93			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES

REVENUE, DEPARTMENT OF			73000000
<u>GENERAL TAX ADMINISTRATION</u>			73410000
<u>GOV OPERATIONS/SUPPORT</u>			16
<u>GOVERNMENTAL OPERATIONS</u>			<u>1601.00.00.00</u>
PROGRAM REDUCTIONS			33V0000
GENERAL TAX ADMINISTRATION - POSTAL			
SAVINGS FROM REVISED MAILING			
PRACTICES			33V4030
EXPENSES			040000
GENERAL REVENUE FUND	-STATE	62,500-	1000 1
		=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #6

This strategy proposes a \$62,500 reduction to General Revenue in the Expenses category for the General Tax Administration Program as a result of eliminating the requirement for mailing the notice of levy for bank garnishments to financial institutions by certified mail.

Notices will instead be sent by regular mail. Statutory changes to s. 213.67(3) F.S., will be required to implement this proposal. During Fiscal Year 2016-17, it is estimated that 10,000 notices will be mailed. The certified mail cost attributed to this service is \$6.74 per item, and this change would result in a \$6.25 postage savings per item.

GENERAL TAX ADMINISTRATION -
 DISCONTINUE MAILING CORPORATE
 INCOME TAX RETURNS
 EXPENSES

33V4050
 040000

GENERAL REVENUE FUND	-STATE	27,280-	1000 1
		=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #5

This strategy proposes a \$27,280 reduction to General Revenue in the Expenses category of the General Tax Administration Program as a result of eliminating the mailing of Corporate Income Tax (CIT) return forms.

This proposal would discontinue the mailing of CIT return forms. Approximately 20% of the CIT population is provided paper return forms. The majority of customers use alternative forms or submit their returns electronically. CIT return forms would remain available through the Department of Revenue's Internet site. The proposed reduction would eliminate funds currently used for printing, postage, and envelopes. Cost savings would be generated by not mailing 47,035 forms

 COL A93
 SCH VIIIIB-2
 REDUCTIONS
 POS AMOUNT CODES

REVENUE, DEPARTMENT OF 73000000
GENERAL TAX ADMINISTRATION 73410000
 GOV OPERATIONS/SUPPORT 16
GOVERNMENTAL OPERATIONS 1601.00.00.00
 PROGRAM REDUCTIONS 33V0000
 GENERAL TAX ADMINISTRATION -
 DISCONTINUE MAILING CORPORATE
 INCOME TAX RETURNS 33V4050

at an approximate cost of \$0.58 each.

GENERAL TAX ADMINISTRATION -
 ELIMINATE 1-800 TELEPHONE LINE 33V4090
 EXPENSES 040000

GENERAL REVENUE FUND -STATE 163,901- 1000 1

=====

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #14

This strategy proposes a \$163,901 reduction to General Revenue in the Expenses category as a result of eliminating the 1-800 telephone number currently provided to General Tax Administration customers. This number allows access to taxpayer services without the customer incurring long distance charges for the calls. A local number in Tallahassee would be provided with long distance charges being absorbed by the public.

STATE FUNDING REDUCTIONS 3300000
 REQUIRE CORPORATE INCOME TAX AND
 RE-EMPLOYMENT TAX RETURNS MUST BE
 SUBMITTED ELECTRONICALLY - GENERAL
 TAX ADMINISTRATION 3304050
 SALARY RATE 000000

SALARY RATE..... 442,125-
 =====

SALARIES AND BENEFI 010000

GENERAL REVENUE FUND -STATE 18.00- 693,492- 1000 1

=====

COL A93		
SCH VIIIIB-2		
REDUCTIONS		
POS	AMOUNT	CODES

REVENUE, DEPARTMENT OF		73000000
<u>GENERAL TAX ADMINISTRATION</u>		73410000
<u>GOV OPERATIONS/SUPPORT</u>		16
<u>GOVERNMENTAL OPERATIONS</u>		<u>1601.00.00.00</u>
STATE FUNDING REDUCTIONS		3300000
REQUIRE CORPORATE INCOME TAX AND		
RE-EMPLOYMENT TAX RETURNS MUST BE		
SUBMITTED ELECTRONICALLY - GENERAL		
TAX ADMINISTRATION		3304050
TOTAL: REQUIRE CORPORATE INCOME TAX AND		3304050
RE-EMPLOYMENT TAX RETURNS MUST BE		
SUBMITTED ELECTRONICALLY - GENERAL		
TAX ADMINISTRATION		
TOTAL POSITIONS.....	18.00-	
TOTAL ISSUE.....	693,492-	
TOTAL SALARY RATE.....	442,125-	
	=====	

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE:
 Priority: #12

IT COMPONENT? NO

This strategy proposes to reduce 18 full-time equivalent (FTE) positions and \$693,492 in General Revenue in the Salaries and Benefits category based on requiring electronic submission of all corporate income tax (CIT) and reemployment tax (RT) returns.

Requiring the electronic submission of CIT and RT returns would allow the General Tax Administration Program (GTA) to more fully utilize its electronic return processing capabilities, thereby reducing the FTE requirement associated with paper processing of CIT and RT returns. The program would no longer accept alternative paper forms which require manual processing. The electronic submission of these returns should result in improved filing accuracy due to the built in edit checks of the system.

To accommodate customers with limited or no internet access, the waiver process would be used to allow such customers to be exempted from the electronic submission requirement. This issue will require review of sections 213.05, 213.755, 220.21 and 443.163, F.S., and any necessary changes will be proposed.

 COL A93
 SCH VIIIIB-2
 REDUCTIONS
 POS AMOUNT CODES

REVENUE, DEPARTMENT OF 73000000
GENERAL TAX ADMINISTRATION 73410000
 GOV OPERATIONS/SUPPORT 16
GOVERNMENTAL OPERATIONS 1601.00.00.00
 STATE FUNDING REDUCTIONS 3300000
 REQUIRE CORPORATE INCOME TAX AND
 RE-EMPLOYMENT TAX RETURNS MUST BE
 SUBMITTED ELECTRONICALLY - GENERAL
 TAX ADMINISTRATION 3304050

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS

A93 - SCH VIIIIB-2 REDUCTIONS							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0004 SENIOR CLERK							
C1002 001	3.00-	64,602-		43,196-	107,798-	0.00	107,798-
1699 REVENUE SPECIALIST I							
C1003 001	3.00-	76,437-		44,960-	121,397-	0.00	121,397-
1700 REVENUE SPECIALIST II							
C1004 001	9.00-	238,878-		136,309-	375,187-	0.00	375,187-
2011 EDP TECHNICIAN							
C1001 001	3.00-	62,208-		42,839-	105,047-	0.00	105,047-

TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							709,429-
	18.00-	442,125-		267,304-	709,429-		709,429-
=====							
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							15,937

							693,492-
							=====

COL A93			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
			73000000
			73410000
			16
			<u>1601.00.00.00</u>
			3400000
			3403030
			010000
GENERAL REVENUE FUND	-STATE 4,700,000-		1000 1
	=====		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE: IT COMPONENT? NO
 Priority: #8

This strategy proposes a \$4,700,000 fund shift from General Revenue to the Operating Trust Fund in the Salaries and Benefits category in the General Tax Administration Program in order to meet the Department of Revenue's (Department's) General Revenue reduction target.

The Department is statutorily authorized to retain up to 3% of Discretionary Sales Tax collected and distributed to cover administrative costs associated with those responsibilities. The Department currently retains approximately 0.5% of the 3% authorized to retain from Discretionary Sales Tax collections. This proposal would increase the administrative costs retained to a total of \$14.1 million, or approximately 0.8% of total collections.

This fund shift will generate a \$4,700,000 reduction in the Department's General Revenue appropriation, while allowing the Department to remain well below its statutorily allowed retention percentages.

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A93 - SCH VIIIIB-2 REDUCTIONS						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
OTHER SALARY AMOUNT						
						4,700,000-

						4,700,000-
						=====

COL A93			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT		CODES
			73000000
			73410000
			16
			<u>1601.00.00.00</u>
			3400000
			3403040
			010000
OPERATING TRUST FUND	-STATE 4,700,000		2510 1
	=====		

AGENCY ISSUE NARRATIVE:

SCH VIIIIB-2 NARR 16-17 NARRATIVE:

IT COMPONENT? NO

Priority: #8

This strategy proposes a \$4,700,000 fund shift from General Revenue to the Operating Trust Fund in the Salaries and Benefits category in the General Tax Administration Program in order to meet the Department of Revenue's (Department's) General Revenue reduction target.

The Department is statutorily authorized to retain up to 3% of Discretionary Sales Tax collected and distributed to cover administrative costs associated with those responsibilities. The Department currently retains approximately 0.5% of the 3% authorized to retain from Discretionary Sales Tax collections. This proposal would increase the administrative costs retained to a total of \$14.1 million, or approximately 0.8% of total collections.

This fund shift will generate a \$4,700,000 reduction in the Department's General Revenue appropriation, while allowing the Department to remain well below its statutorily allowed retention percentages.

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
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A93 - SCH VIIIIB-2 REDUCTIONS

CHANGES TO CURRENTLY AUTHORIZED POSITIONS

OTHER SALARY AMOUNT

2510 OPERATING TRUST FUND

4,700,000

 4,700,000

=====

COL A93 SCH VIII B-2 REDUCTIONS		CODES
POS	AMOUNT	

REVENUE, DEPARTMENT OF GENERAL TAX ADMINISTRATION		73000000
GOV OPERATIONS/SUPPORT		73410000
GOVERNMENTAL OPERATIONS		16
		<u>1601.00.00.00</u>
 TOTAL: GOVERNMENTAL OPERATIONS		 <u>1601.00.00.00</u>
BY FUND TYPE		
GENERAL REVENUE FUND	5,647,173-	1000
TRUST FUNDS	4,700,000	2000

TOTAL POSITIONS.....	18.00-	
TOTAL PROG COMP.....	947,173-	
TOTAL SALARY RATE.....	442,125-	
	=====	
 TOTAL: REVENUE, DEPARTMENT OF		 73000000
BY FUND TYPE		
GENERAL REVENUE FUND	8,845,445-	1000
TRUST FUNDS	1,796,284-	2000

TOTAL POSITIONS.....	34.00-	
TOTAL DEPARTMENT.....	10,641,729-	
TOTAL SALARY RATE.....	869,600-	
	=====	