

COMMISSIONERS:
RONALD A. BRISÉ, CHAIRMAN
LISA POLAK EDGAR
ART GRAHAM
EDUARDO E. BALBIS
JULIE I. BROWN

STATE OF FLORIDA



EXECUTIVE DIRECTOR
BRAULIO L. BAEZ
(850) 413-6463

Public Service Commission

October 15, 2012

Jerry L. McDaniel, Director
Office of Policy and Budget
Executive Office of the Governor
1701 Capitol
Tallahassee, Florida 32399-0001

JoAnne Leznoff, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director
Senate Budget Committee
201 Capitol
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, *Florida Statutes*, our Legislative Budget Request for the Public Service Commission is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2012-13 Fiscal Year. This submission has been approved by the Commissioners.

Sincerely,

A handwritten signature in blue ink, appearing to read "Braulio L. Baez", with a long horizontal flourish extending to the right.

Braulio L. Baez
Executive Director

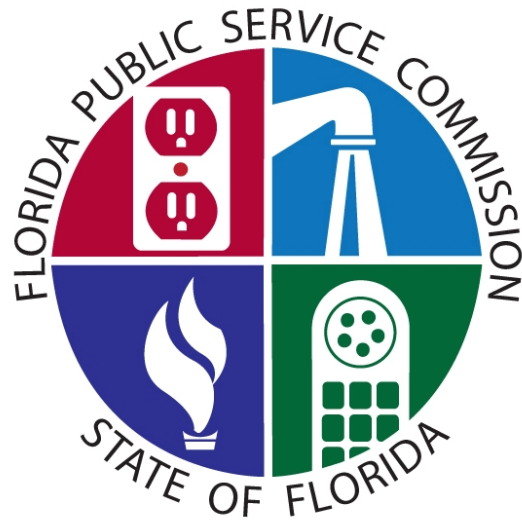
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Temporary Special Duty - General Pay Additives Implementation Plan for Fiscal Year 2013-2014

Type of Pay Additive	Description	Justification	Initially in Effect	Period in Effect	Monthly Amount	Position Class	County	# of Positions	Historical Data		Est. Annual Cost	Collective Bargaining?
									Origin *	# of Pos. Prior FY		
Competitive Area Differential (CAD)	A Competitive Area Differential (CAD) is a pay additive for a class based on geographical, localized recruitment, turnover or competitive pay issues.	Approved class within the approved geographical area.	1st day of employment in the approved class.	Duration of employment in the approved class.	\$ 105.73	Staff Assistant	Dade	1	12/31/83	1	\$ 1,268.76	No
					\$ 105.73	Prof. Acct. Spec.	Dade	2	12/31/83	2	\$ 2,537.52	No
					\$ 53.73	Prof. Acct. Spec.	Hillsborough	1	12/31/83	1	\$ 644.76	No
					\$ 53.73	Reg Analyst II	Hillsborough	2	12/31/83	2	\$ 1,289.52	No
					\$ 105.73	Reg Analyst III	Dade	1	12/31/83	1	\$ 1,268.76	No
					\$ 105.73	Reg Analyst IV	Dade	1	12/31/83	1	\$ 1,268.76	No
					\$ 39.87	Eng Spec III	Hillsborough	1	12/31/83	1	\$ 478.44	No
					\$ 164.67	Eng Spec IV	Dade	5	12/31/83	5	\$ 9,880.20	No
					14				\$ 18,636.72			

* The PSC, in conjunction with the Dept. of Management Services, estimate that Competitive Area Differentials have been in place for 20-30 years. The oldest known occurrence according to records available to the PSC was December 31, 1983.

Florida Public Service Commission



Department Level Exhibits and Schedules

Non-Strategic IT Service:		E-Mail, Messaging, and Calendaring Service			
Agency: Florida Public Service Commission		# of Assets & Resources Apportioned to this IT Service in FY 2013-14			
Prepared by: Lee Kissell					
Phone: (850) 413-6324					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel			0.25		\$19,656
A-1	State FTE		0.25		\$19,656
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware					\$20,640
B-1	Servers	1	0	0	\$0
B-2	Server Maintenance & Support	2	0	0	\$0
B-3	Wireless Communication Devices (e.g., Blackberries, iPhones, PDAs, etc.)	3	43	43	\$20,640
B-4	Online Storage (indicate GB of storage)	4	2 TB		\$0
B-5	Archive Storage (indicate GB of storage)	5	2 TB		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
C. Software		6			\$8,170
D. External Service Provider(s)					\$3,000
D-1	Southwood Shared Resource Center				\$3,000
D-2	Northwood Shared Resource Center				\$0
D-3	Northwest Regional Data Center				\$0
D-4	Other Data Center External Service Provider (specify in Footnotes below)				\$0
E. Other (Please describe in Footnotes Section below)		7			\$1,561
F. Total for IT Service					\$53,027
G. Please provide the number of user mailboxes.					302
H. Please provide the number of resource mailboxes.					39
I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	Server costs are captured in the network service. All of our servers are virtualized so assigning a portion of the overall virtualized infrastructure is difficult.				
2	The PSC does not purchase maintenance contracts for our servers.				
3	Verizon air time charges for voice				
4	Storage costs are captured in the				
5	Storage costs are captured in the network service.				
6	Costs for E-mail specific software maintenance such as GoExchange, Enterprise Vault and Blackberry BES.				
7	Standard expense and HR package for .25 FTEs.				
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9					

Non-Strategic IT Service:		Network Service			
Dept/Agency:	Florida Public Service Commission				
Prepared by:	Lee Kissell				
Phone:	(850) 413-6324				
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel			1.65		\$115,178
A-1.1	State FTE		1.65		\$115,178
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware					\$162,552
B-1	Servers		18	10	\$134,000
B-2	Server Maintenance & Support	1	0	0	\$0
B-3	Network Devices & Hardware (e.g., routers, switches, hubs, cabling, etc.)		26	26	\$21,000
B-4	Online Storage for file and print (indicate GB of storage)		30		\$7,552
B-5	Archive Storage for file and print (indicate GB of storage)		0		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
C. Software		2			\$59,373
D. External Service Provider(s)					\$51,580
D-1	MyFloridaNet	3			\$45,000
D-2	Other (Please specify in Footnote Section below)	4			\$6,580
E. Other (Please describe in Footnotes Section below)		5			\$10,301
F. Total for IT Service					\$398,984
G. Please identify the number of users of the Network Service					293
H. How many locations currently host IT assets and resources used to provide LAN services?					3
I. How many locations currently use WAN services?					3
J.	Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.				
1	The PSC does not purchase maintenance contracts for our servers.				
2	Our network operating system software and client access licenses are covered under a Microsoft Enterprise Agreement. The total annual payment for our EA is \$104,592 and I have assigned 35% of this cost to the networking service. The remainder is assigned to the desktop service. This total also				
3	we anticipate our MyFloridaNet costs going up when we have to switch from a direct connection to the 535E to a MyFLN connection for our Tallahassee office.				
4	This cost is based on a 383 square foot data center at a rate of \$17.18 per square foot.				
5	Standard expense and HR package for 1.65 FTEs.				
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Non-Strategic IT Service:		Desktop Computing Service			
Agency: Florida Public Service Commission Prepared by: Lee Kissell Phone: (850) 413-6324		# of Assets & Resources Apportioned to this IT Service in FY 2013-14			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel			2.45		\$133,120
A-1	State FTE		1.95		\$121,120
A-2	OPS FTE		0.50		\$12,000
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware			450	75	\$95,000
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3.1	Desktop Computers		300	50	\$60,000
B-3.2	Mobile Computers (e.g., Laptop, Notebook, Handheld, Wireless Computer)		75	25	\$35,000
B-3.3	Other Hardware Assets (Please specify in Footnote Section below)	1	75	0	\$0
C. Software		2			\$90,000
D. External Service Provider(s)			0	0	\$0
E. Other (Please describe in Footnotes Section below)		3			\$12,173
F. Total for IT Service					\$330,293
G. Please identify the number of users of this service.					293
H. How many locations currently use this service?					3
I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	The PSC has 75 network printers. None are due for replacement during '13 - '14.				
2	The remainder of our annual EA payment is assigned to the desktop service. This amount also includes annual software maintenance on miscellaneous desktop software such as Ghost, McAfee anti-virus, etc.				
3	Standard expense and HR package for 1.95 FTEs.				
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Non-Strategic IT Service:		Helpdesk Service			
Agency: Florida Public Service Commission		# of Assets & Resources AppORTioned to this IT Service in FY 2013-14			
Prepared by: Lee Kissell					
Phone: (850) 413-6324					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel					\$43,861
A-1	State FTE		0.60		\$43,861
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware					\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
C. Software					\$0
		1			
D. External Service Provider(s)					\$0
			0	0	
E. Other (Please describe in Footnotes Section below)					\$3,746
		2			
F. Total for IT Service					\$47,607
G. Please identify the number of users of this service.					293
H. How many locations currently host IT assets and resources used to provide this service?					1
I. What is the average monthly volume of calls/cases/tickets?					133
J. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	The PSC uses free helpdesk software.				
2	Standard and HR expenses for .6 FTEs.				
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Non-Strategic IT Service: IT Security/Risk Mitigation Service

Agency: **Florida Public Service Commission**
 Prepared by: **Lee Kissell**
 Phone: **(850) 413-6324**

of Assets & Resources
 Apportioned to this
 IT Service in FY 2013-14

Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel			0.45		\$29,363
A-1	State FTE		0.45		\$29,363
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware			4	4	\$17,137
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)	1	4	4	\$17,137
C. Software					\$0
D. External Service Provider(s)			0	0	\$0
E. Other (Please describe in Footnotes Section below)		2			\$2,809
F. Total for IT Service					\$49,309

G. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.

1	Annual maintenance for our firewall and web application firewall hardware.
2	Standard and HR expenses for .45 FTEs.
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Non-Strategic IT Service:		Agency Financial and Administrative Systems Support Service			
Agency: Florida Public Service Commission		# of Assets & Resources			
Prepared by: Lee Kissell		AppORTioned to this			
Phone: (850) 413-6324		IT Service in FY 2013-14			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel			0.20		\$10,096
A-1	State FTE		0.20		\$10,096
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware			0	0	\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
C. Software		1			\$2,500
D. External Service Provider(s)			0	0	\$0
E. Other (Please describe in Footnotes Section below)		2			\$1,249
F. Total for IT Service					\$13,845
G. Please identify the number of users of this service.					35
H. How many locations currently host agency financial/administrative systems?					1
I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	The PSC uses Attachmate, Cognos and Eforms software to support this service.				
2	Standard and HR expenses for .2 FTEs.				
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Non-Strategic IT Service: IT Administration and Management Service					
Agency: Florida Public Service Commission		# of Assets & Resources Apportioned to this IT Service in FY 2013-14			
Prepared by: Lee Kissell					
Phone: (850) 413-6324					
Service Provisioning -- Assets & Resources <i>(Cost Elements)</i>		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel			0.25		\$20,529
A-1	State FTE		0.25		\$20,529
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware			0	0	\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets <i>(Please specify in Footnote Section below)</i>		0	0	\$0
C. Software					\$0
D. External Service Provider(s)			0	0	\$0
E. Other <i>(Please describe in Footnotes Section below)</i>		1			\$1,560
F. Total for IT Service					\$22,089
G. How many locations currently host assets and resources used to provide this service?					1
G. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	Standard and HR expenses for .25 FTEs.				
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Non-Strategic IT Service: Web/Portal Service					
Dept/Agency: Florida Public Service Commission Prepared by: Lee Kissell Phone: (850) 413-6324		# of Assets & Resources Apportioned to this IT Service in FY 2013-14			
Service Provisioning -- Assets & Resources <i>(Cost Elements)</i>		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel			0.50		\$30,546
A-1.1	State FTE		0.50		\$30,546
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware					\$6,008
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets <i>(Please specify in Footnotes Section below)</i>	1	2	0	\$6,008
C. Software					\$0
D. External Service Provider(s)			0	0	\$0
E. Other <i>(Please describe in Footnotes Section below)</i>		2			\$3,121
F. Total for IT Service					\$39,675
G. Please identify the number of Internet users of this service.					185,768
H. Please identify the number of intranet users of this service.					293
I. How many locations currently host IT assets and resources used to provide this service?					1
J. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	Maintenance for our Barracuda web application firewall.				
2	Standard and HR expenses for .5 FTEs.				
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Non-Strategic IT Service:		Data Center Service			
Dept/Agency: Florida Public Service Commission		# of Assets & Resources Apportioned to this IT Service in FY 2013-14			
Prepared by: Lee Kissell					
Phone: (850) 413-6324					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
A. Personnel (performing data center functions defined in w. 282.201(2)(d)1.e., F.S.)			0.70		\$38,788
A-1.1	State FTE		0.70		\$38,788
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
B. Hardware					\$9,579
B-1	Non-Mainframe Servers (including single-function logical servers not assigned to another service)	1	0	0	\$0
B-2	Servers - Mainframe		0	0	\$0
B-3	Server Maintenance & Support		0	0	\$0
B-4	Online or Archival Storage Systems (indicate GB of storage)	2	28 TB		\$9,579
B-5	Data Center/ Computing Facility Internal Network				\$0
B-6	Other Hardware (Please specify in Footnotes Section below)				\$0
C. Software		3			\$5,056
D. External Service Provider(s)					\$7,500
D-1	Southwood Shared Resource Center (indicate # of Board votes)		At Large		\$7,500
D-2	Northwood Shared Resource Center (indicate # of Board votes)		0		\$0
D-3	Northwest Regional Data Center (indicate # of Board votes)		0		\$0
D-4	Other Data Center External Service Provider (specify in Footnotes below)				\$0
E. Plant & Facility					\$1,700
E-1	Data Center/Computing Facilities Rent & Insurance	4			\$0
E-2	Utilities (e.g., electricity and water)	5			\$0
E-3	Environmentals (e.g., HVAC, fire control, and physical security)	6			\$1,700
E-4	Other (please specify in Footnotes Section below)				\$0
F. Other (Please describe in Footnotes Section below)		7			\$4,370
G. Total for IT Service					\$66,993
H. Please provide the number of agency data centers.					1
I. Please provide the number of agency computing facilities.					2
J. Please provide the number of single-server installations.					0
H. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	All servers are accounted for under other services.				
2	Annual maintenance for our disk-to-disk and tape backup appliances.				
3	Backup software annual maintenance.				
4	Costs are captured in the Network service.				
5	Costs are captured in the Network service.				
6	Annual data center HVAC maintenance contract.				
7	Standard and HR expenses for .7 FTEs.				
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Agency: **Florida Public Service Commission**

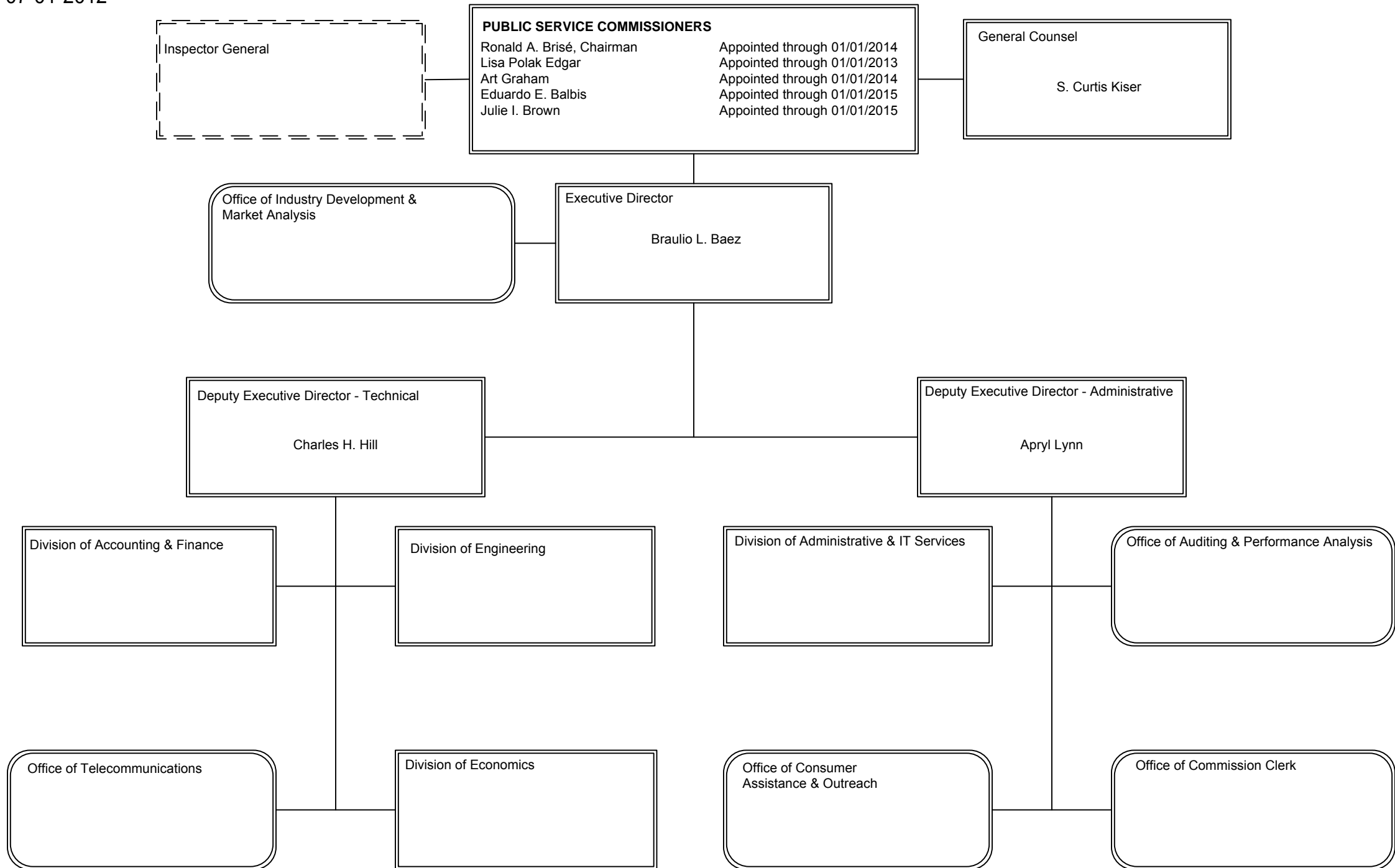
										E-Mail, Messaging, and Calendaring Service	Network Service	Desktop Computing Service	Helpdesk Service	IT Security/Risk Mitigation Service	Agency Financial and Administrative Systems Support Service	IT Administration and Management Service	Web/Portal Service	Data Center Service				
Budget Entry Code	Budget Entity	Program Component Code	Program Component	Appropriation Category Code	Appropriation Category	Fund Code	Fund	FSI	Identified Funding as % of Total Cost of Service	99.9991%	100.0000%	100.0001%	100.0008%	100.0006%	99.9986%	99.9977%	100.0000%	99.9997%				
										Line Item Total	Funding Identified for IT Service											
1	61020200	Executive Direction and Support Services	1602	Executive Leadership and Support Services	010000	Salaries and Benefits	2573	Regulatory Trust Fund	1	\$429,137	\$19,656	\$115,178	\$121,120	\$43,861	\$29,363	\$10,096	\$20,529	\$30,546	\$38,788			
2	61020200	Executive Direction and Support Services	1602	Executive Leadership and Support Services	030000	OPS	2573	Regulatory Trust Fund	1	\$12,000	\$0	\$0	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0			
3	61020200	Executive Direction and Support Services	1602	Executive Leadership and Support Services	040000	Expense	2573	Regulatory Trust Fund	1	\$275,890	\$30,282	\$120,670	\$101,483	\$3,534	\$2,650	\$3,678	\$1,471	\$2,944	\$9,178			
4	61020200	Executive Direction and Support Services	1602	Executive Leadership and Support Services	060000	OCO	2573	Regulatory Trust Fund	1	\$229,000	\$0	\$134,000	\$95,000	\$0	\$0	\$0	\$0	\$0	\$0			
5	61020200	Executive Direction and Support Services	1602	Executive Leadership and Support Services	100777	Contracted Services	2573	Regulatory Trust Fund	1	\$62,976	\$0	\$28,552	\$0	\$0	\$17,137	\$0	\$0	\$6,008	\$11,279			
6	61020200	Executive Direction and Support Services	1602	Executive Leadership and Support Services	210021	Southwood Shared Resource Center	2573	Regulatory Trust Fund	1	\$10,500	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500			
7	61020200	Executive Direction and Support Services	1602	Executive Leadership and Support Services	107040	Transfer to DMS - HR Assessment	2573	Regulatory Trust Fund	1	\$2,319	\$89	\$584	\$690	\$212	\$159	\$71	\$89	\$177	\$248			
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Sum of IT Cost Elements Across IT Services																						
IT Cost Element Data as entered on IT Service Worksheets										Personnel		State FTE (#)	6.55	0.25	1.65	1.95	0.60	0.45	0.20	0.25	0.50	0.70
										State FTE (Costs)	\$429,137	\$19,656	\$115,178	\$121,120	\$43,861	\$29,363	\$10,096	\$20,529	\$30,546	\$38,788		
										OPS FTE (#)	0.50	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00		
										OPS FTE (Cost)	\$12,000	\$0	\$0	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0		
										Vendor/Staff Augmentation (# Positions)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
										Vendor/Staff Augmentation (Costs)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
										Hardware	\$310,916	\$20,640	\$162,552	\$95,000	\$0	\$17,137	\$0	\$6,008	\$9,579			
										Software	\$165,099	\$8,170	\$59,373	\$90,000	\$0	\$0	\$2,500	\$0	\$5,056			
										External Services	\$62,080	\$3,000	\$51,580	\$0	\$0	\$0	\$0	\$0	\$7,500			
										Plant & Facility (Data Center Only)	\$1,700								\$1,700			
Other	\$40,890	\$1,561	\$10,301	\$12,173	\$3,746	\$2,809	\$1,249	\$1,560	\$3,121	\$4,370												
Budget Total	\$1,021,822	\$53,027	\$398,984	\$330,293	\$47,607	\$49,309	\$13,845	\$22,089	\$39,675	\$66,993												
FTE Total	7.05	0.25	1.65	2.45	0.60	0.45	0.20	0.25	0.50	0.70												
Users		341	293	293	293	35	186,061															
Cost Per User		\$156	1361.720819	1127.279863	162.4812287	395.5714286	0.213236519															
										(cost/all mailboxes) Help Desk Tickets: 133 Cost/Ticket: 29.82894737												

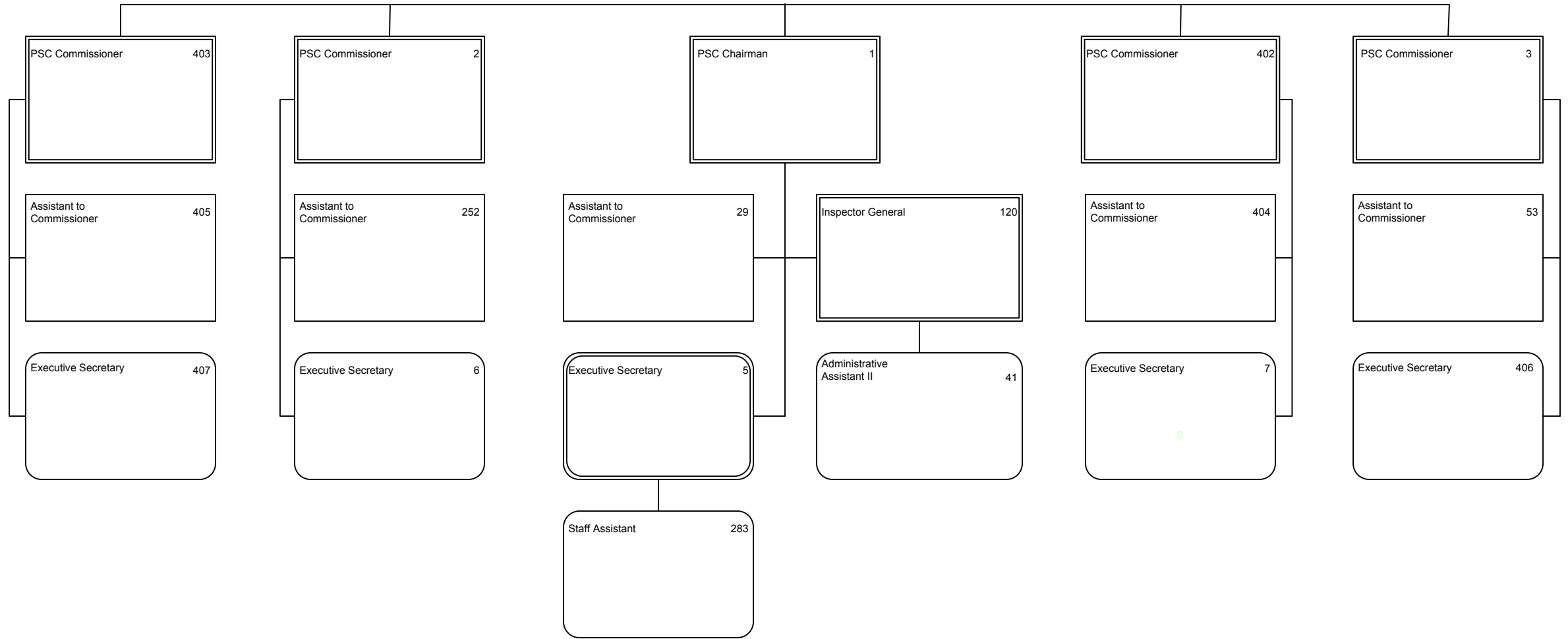
Schedule VII: Agency Litigation Inventory

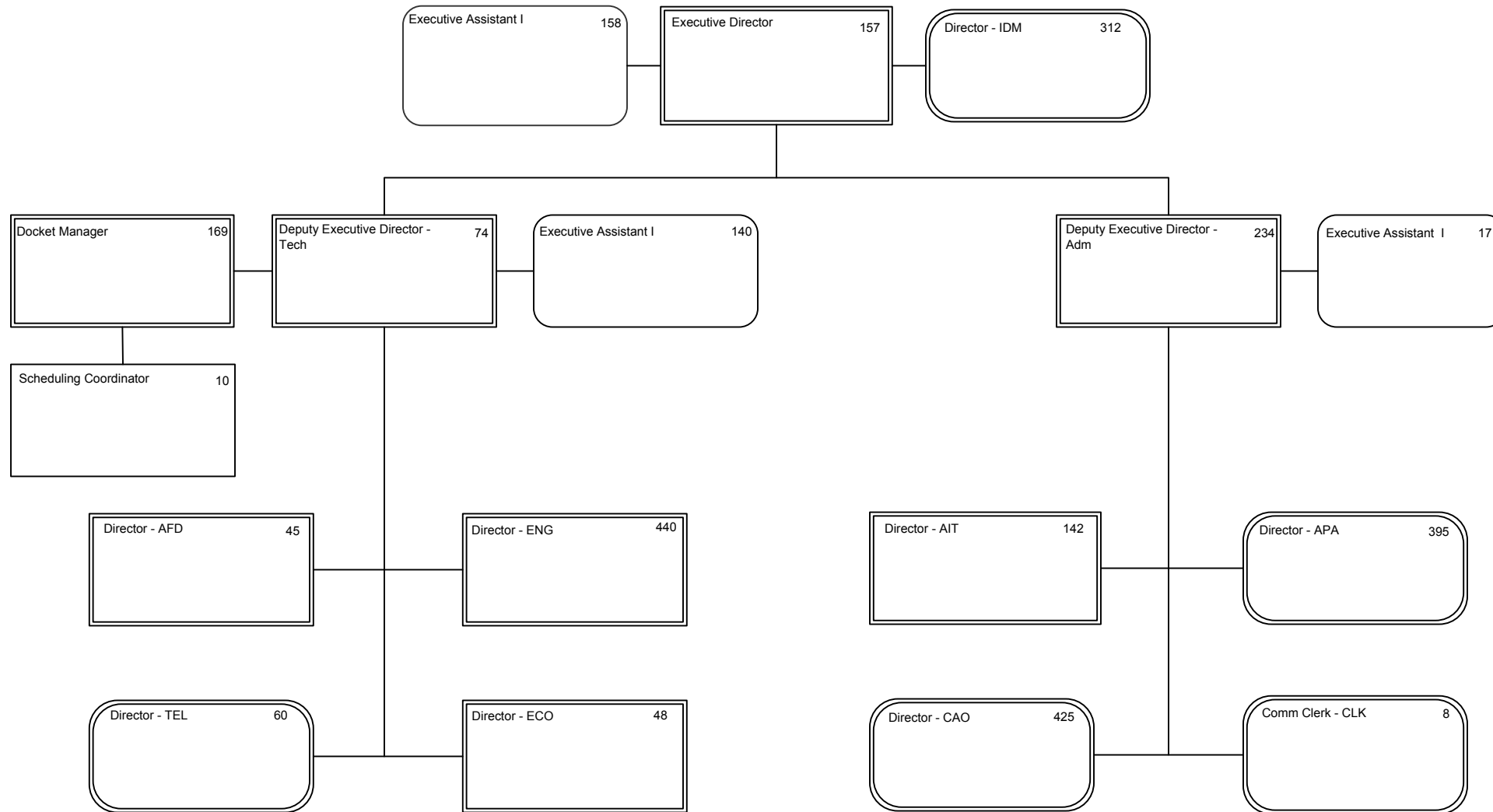
For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

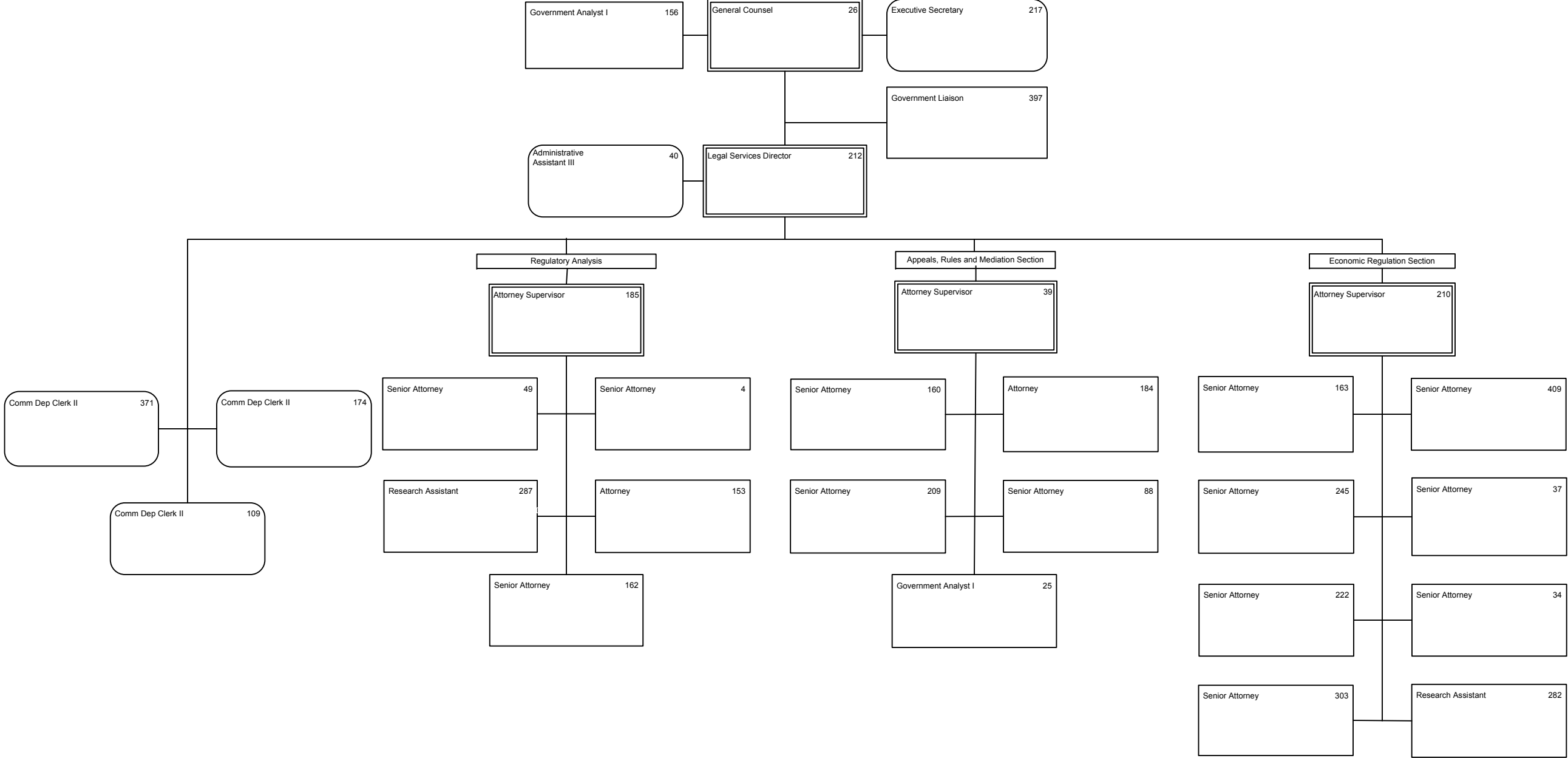
Agency:	Florida Public Service Commission		
Contact Person:	Mary Anne Helton	Phone Number:	(850) 413-6096
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Southern Alliance for Clean Energy v. Art Graham, etc., et al.		
Court with Jurisdiction:	Florida Supreme Court		
Case Number:	SC11-2465		
Summary of the Complaint:	SACE is challenging the constitutionality of section 366.93, Florida Statutes, arguing that it is an unlawful delegation of legislative authority		
Amount of the Claim:	- 0 -		
Specific Statutes or Laws (including GAA) Challenged:	Section 366.93, Florida Statutes		
Status of the Case:	The Court heard Oral Argument on October 4, 2012.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input checked="" type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

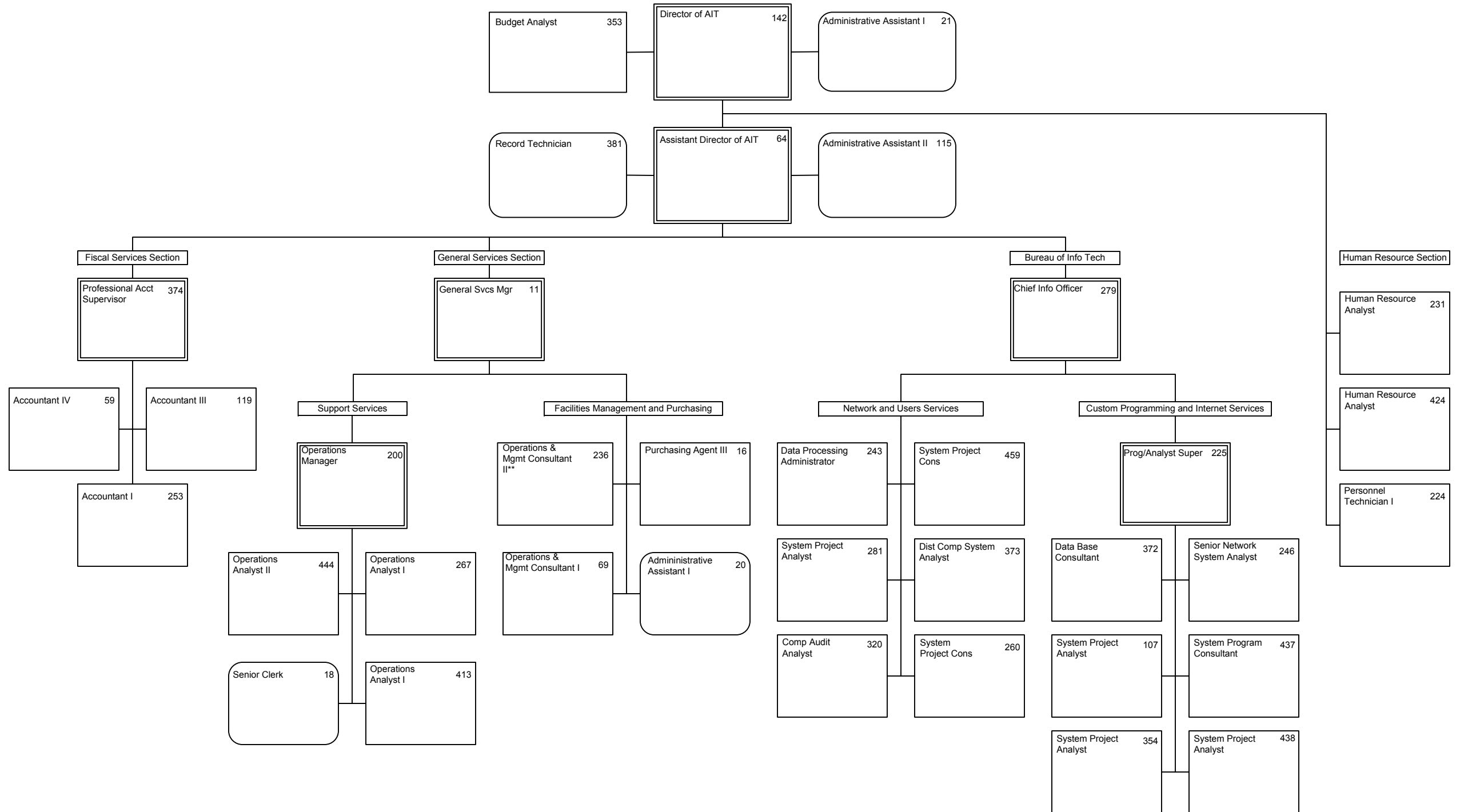
FLORIDA PUBLIC SERVICE COMMISSION

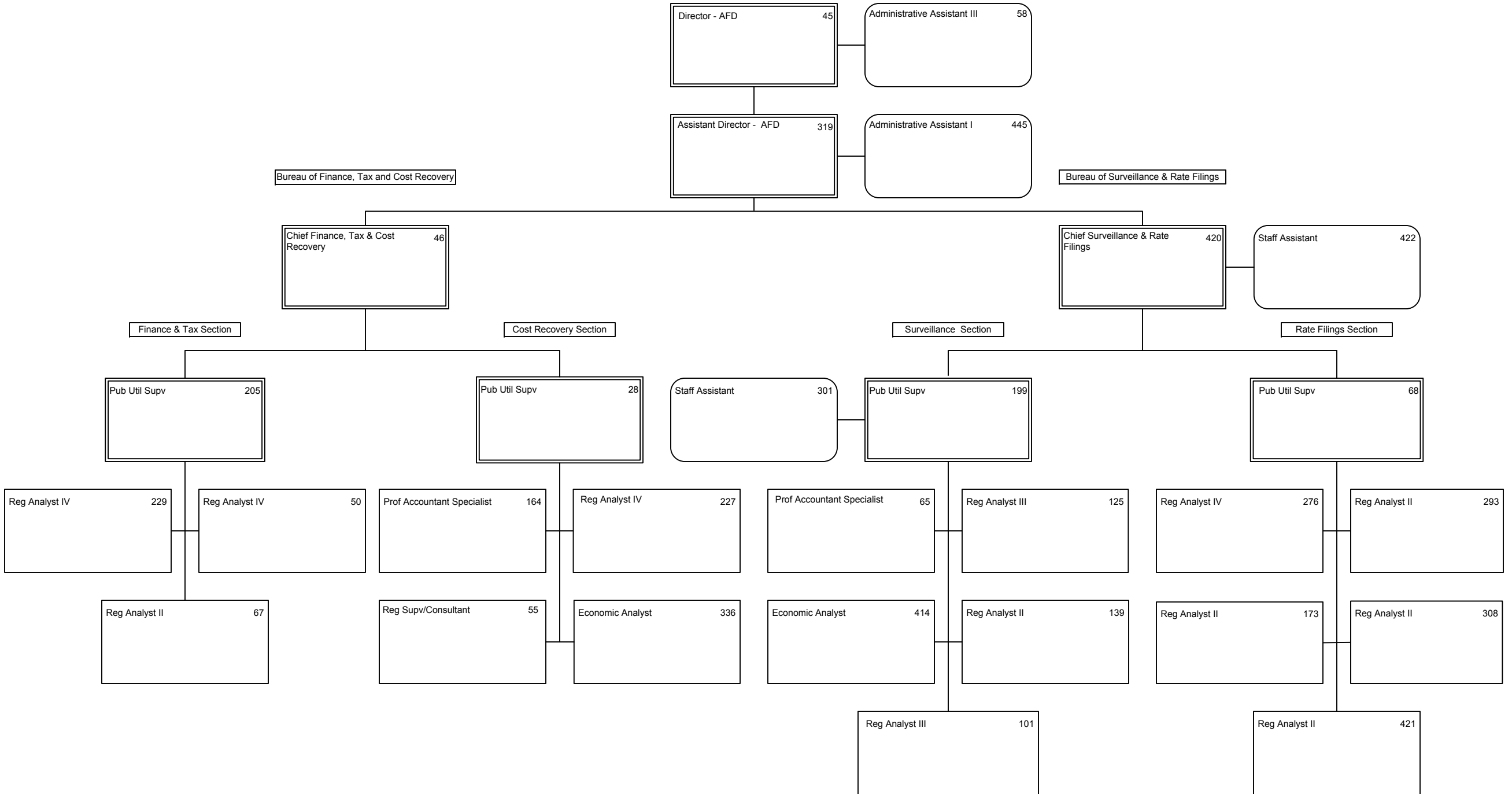


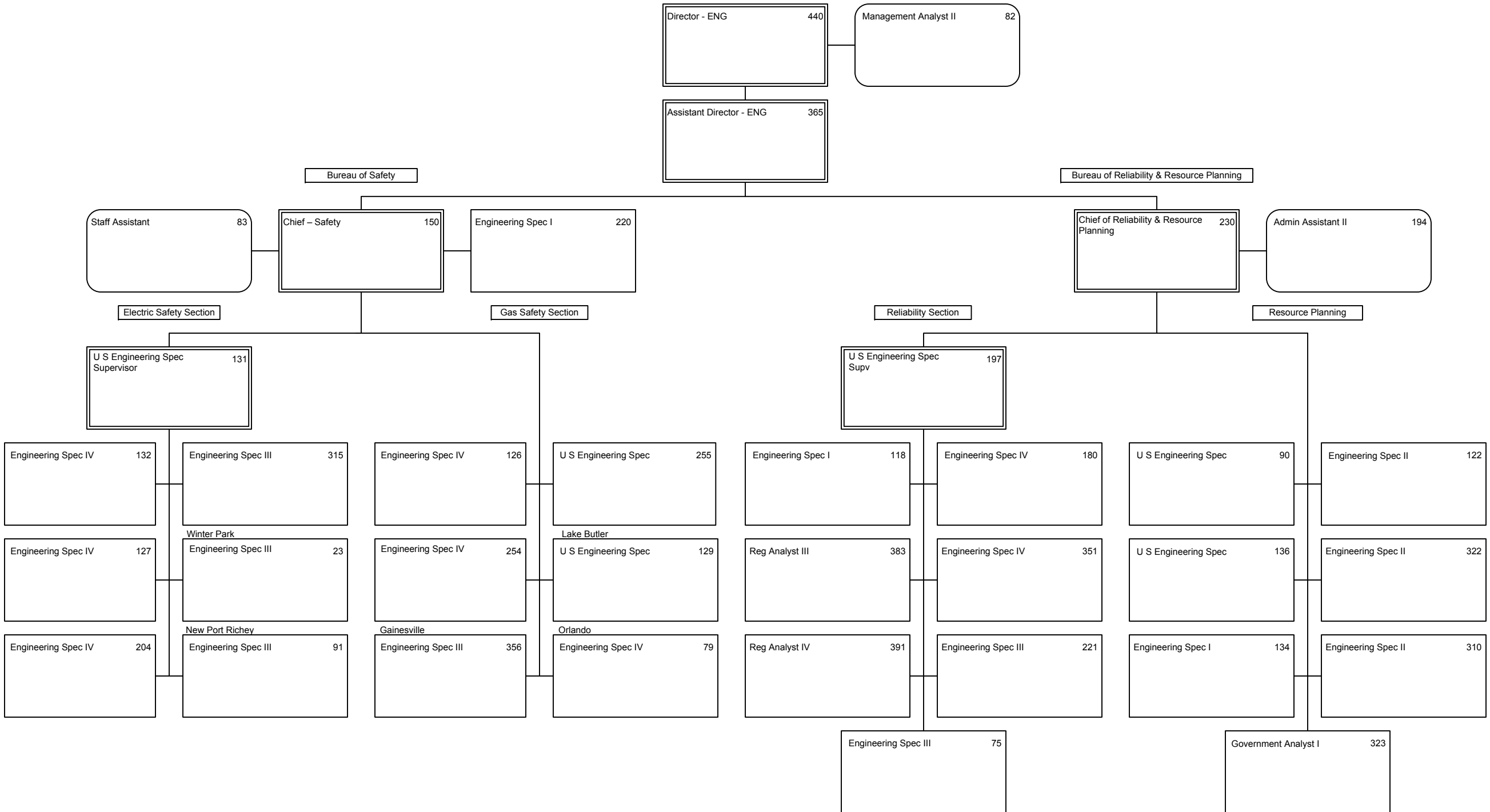


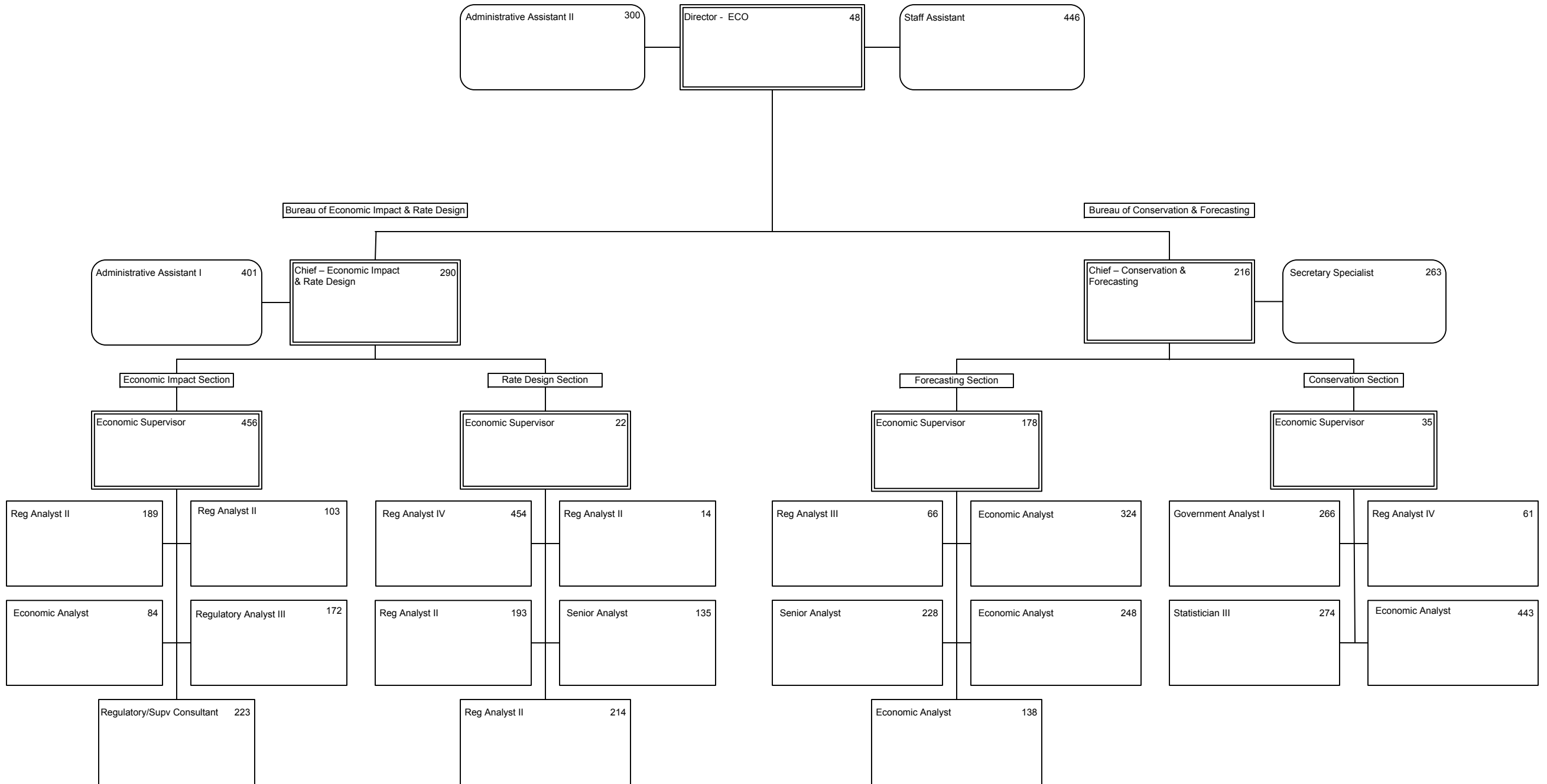


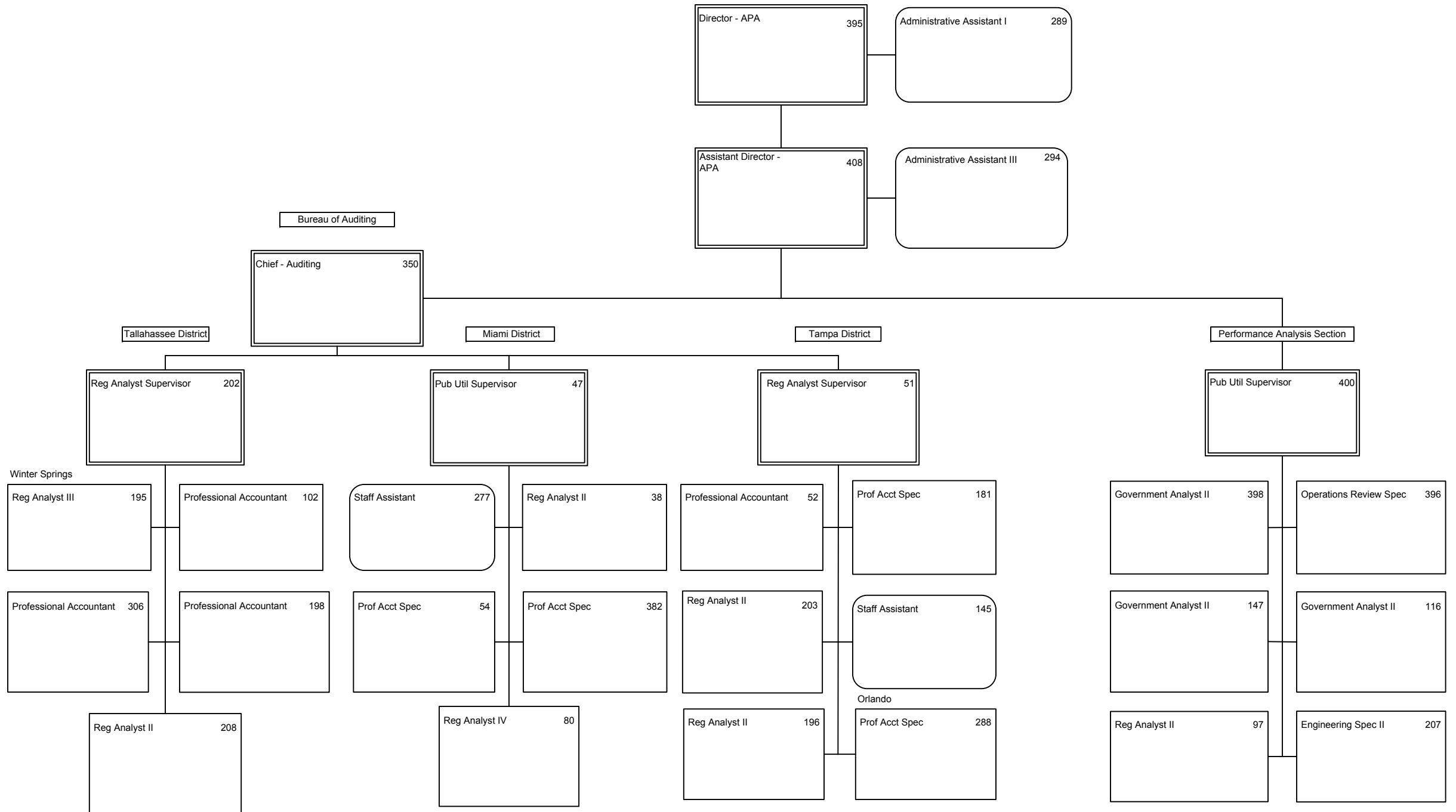


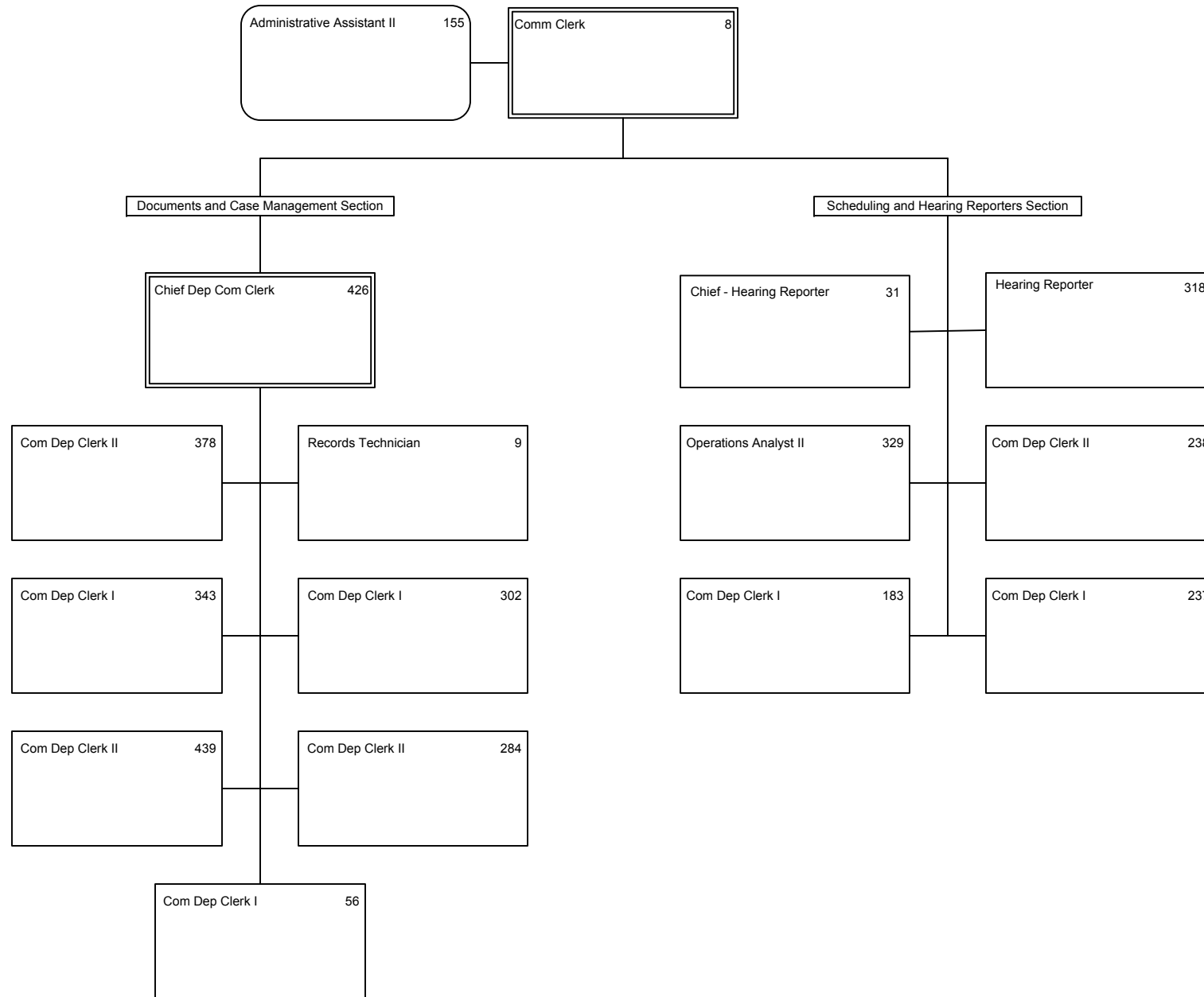


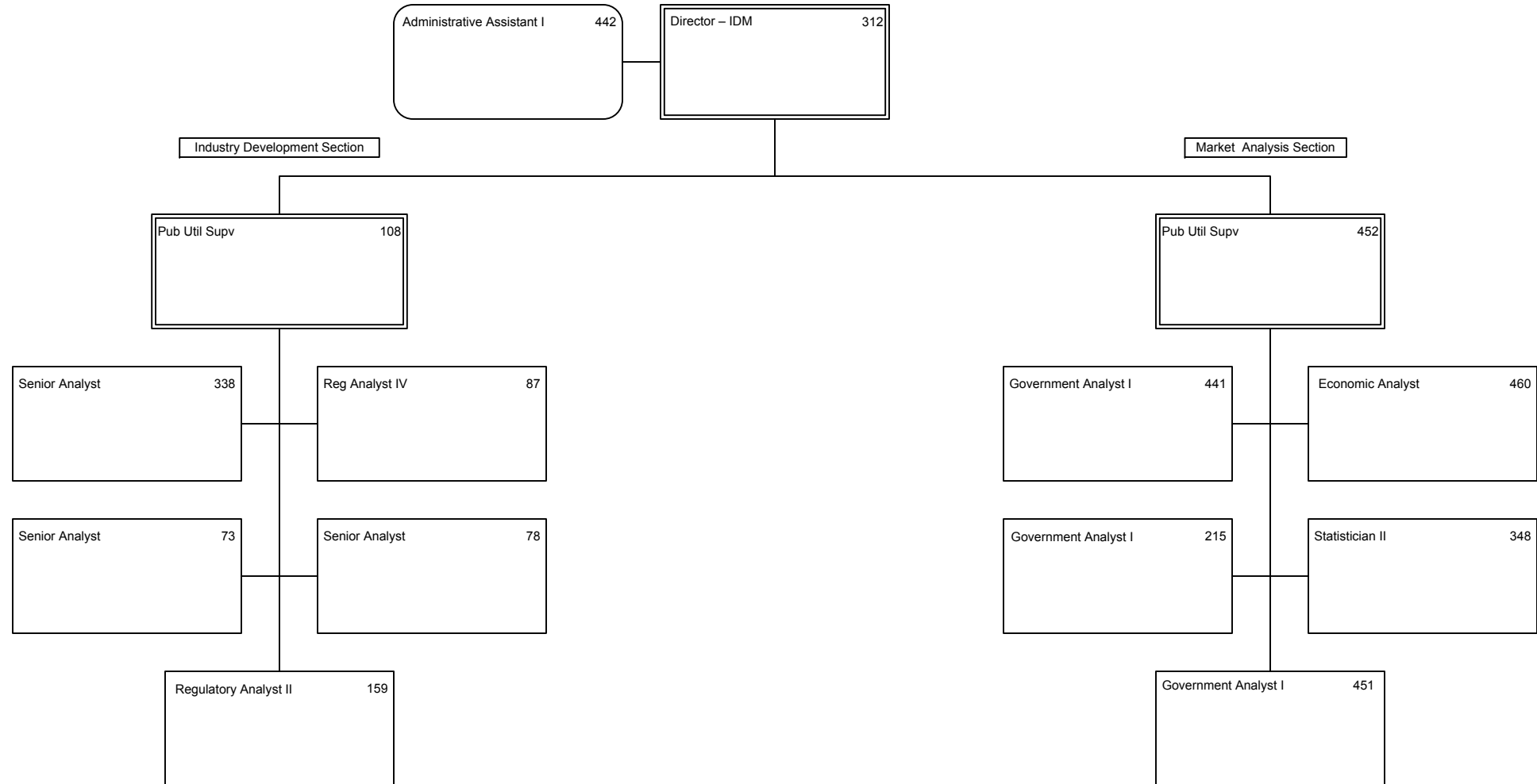


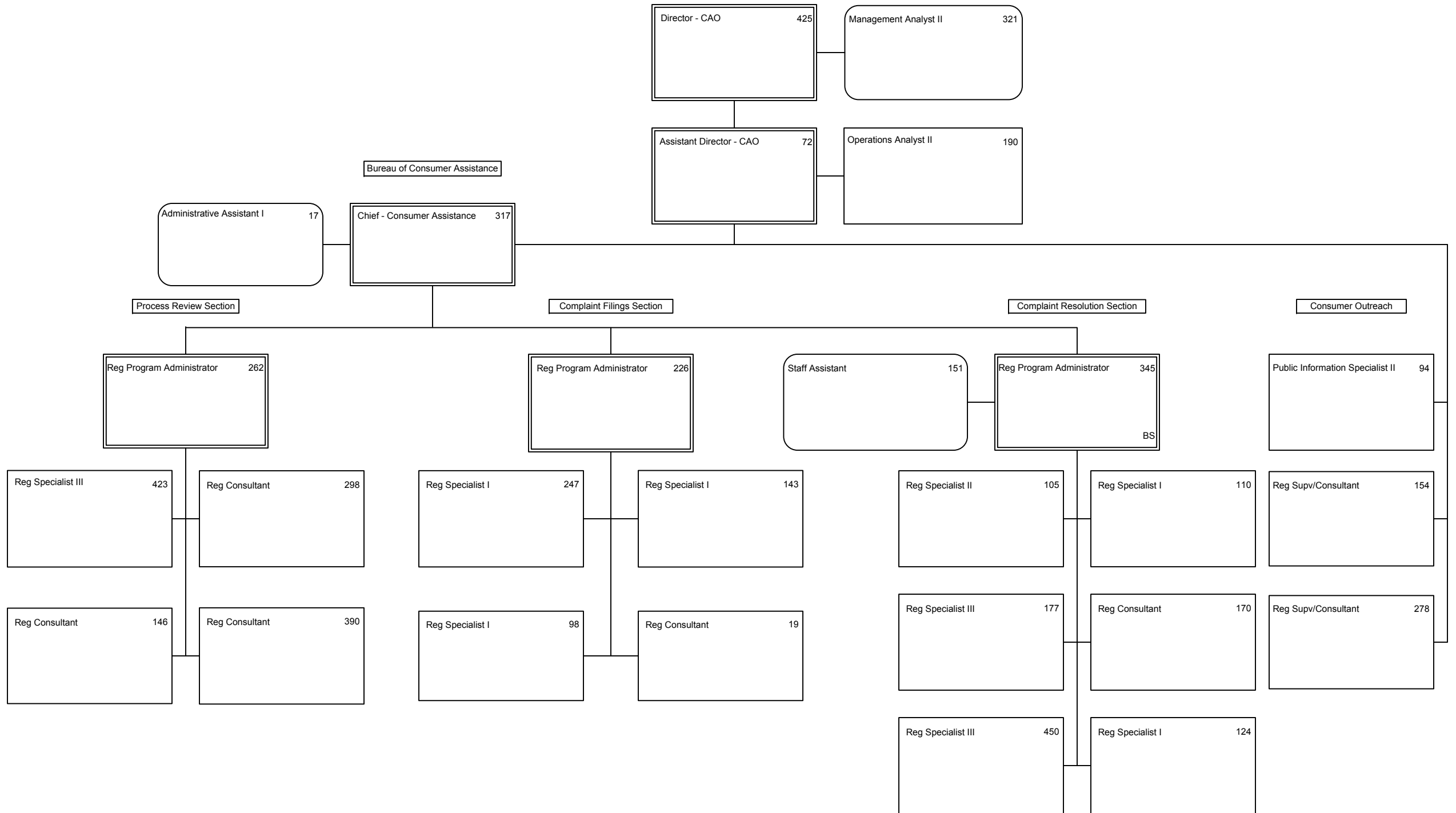


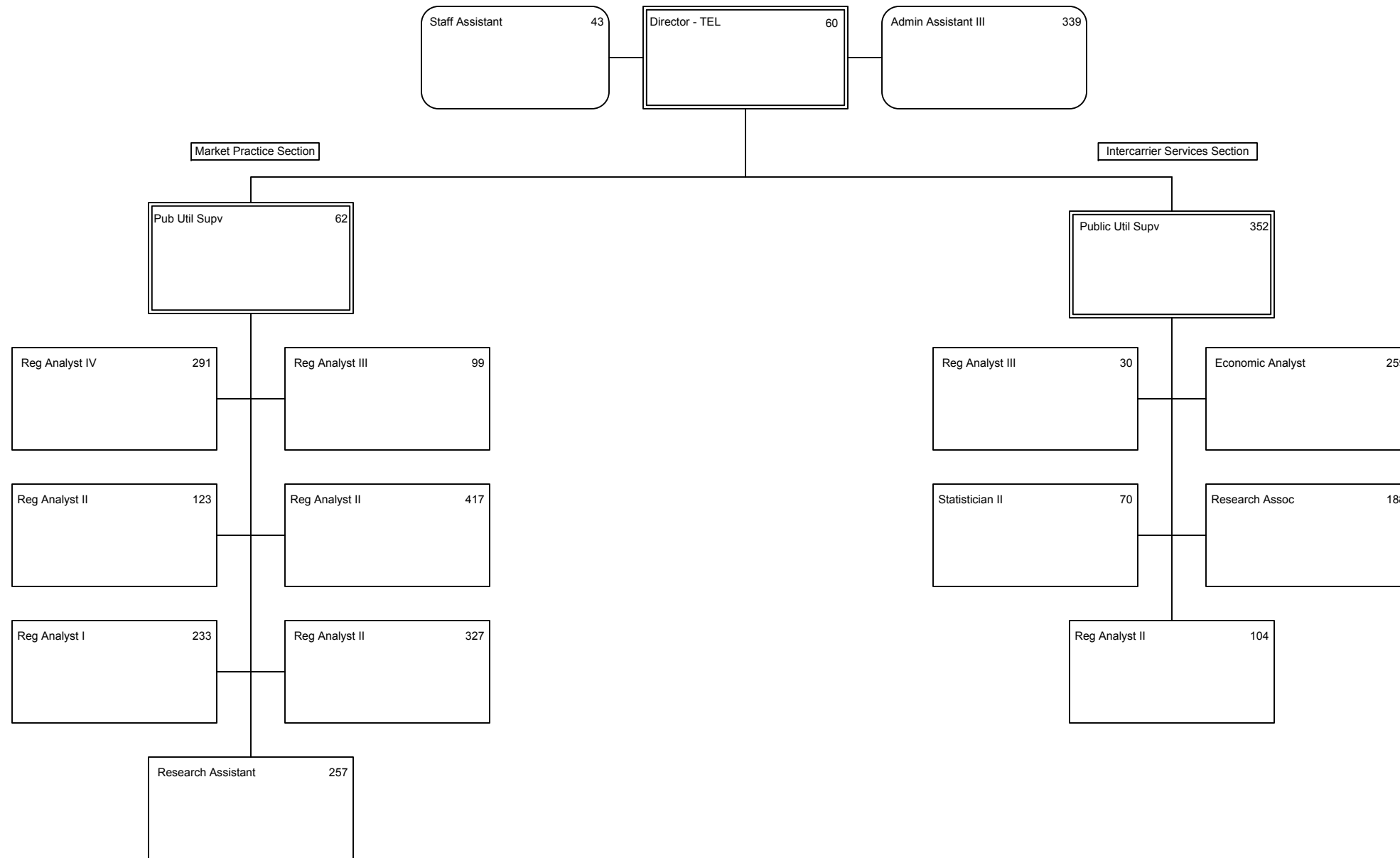












ACTIVITY ISSUE CODES SELECTED:

TRANSFER-STATE AGENCIES ACTIVITY ISSUE CODES SELECTED:

1-8:

AID TO LOCAL GOVERNMENTS ACTIVITY ISSUE CODES SELECTED:

1-8:

THE FOLLOWING STATEWIDE ACTIVITIES (ACT0010 THROUGH ACT0490) HAVE AN OUTPUT STANDARD (RECORD TYPE 5)
AND SHOULD NOT:

*** NO ACTIVITIES FOUND ***

THE FCO ACTIVITY (ACT0210) CONTAINS EXPENDITURES IN AN OPERATING CATEGORY AND SHOULD NOT:
(NOTE: THIS ACTIVITY IS ROLLED INTO EXECUTIVE DIRECTION, ADMINISTRATIVE SUPPORT AND INFORMATION
TECHNOLOGY)

*** NO OPERATING CATEGORIES FOUND ***

THE FOLLOWING ACTIVITIES DO NOT HAVE AN OUTPUT STANDARD (RECORD TYPE 5) AND ARE REPORTED AS 'OTHER' IN
SECTION III: (NOTE: 'OTHER' ACTIVITIES ARE NOT 'TRANSFER-STATE AGENCY' ACTIVITIES OR 'AID TO LOCAL
GOVERNMENTS' ACTIVITIES. ALL ACTIVITIES WITH AN OUTPUT STANDARD (RECORD TYPE 5) SHOULD BE REPORTED
IN SECTION II.)

*** NO ACTIVITIES FOUND ***

TOTALS FROM SECTION I AND SECTIONS II + III:

DEPARTMENT: 61	EXPENDITURES	FCO
FINAL BUDGET FOR AGENCY (SECTION I):	25,010,590	
TOTAL BUDGET FOR AGENCY (SECTION III):	25,010,602	
	-----	-----
DIFFERENCE:	12-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====

Schedule XIV
Variance from Long Range Financial Outlook

Agency: Florida Public Service Commission

Contact: Apryl C. Lynn, Deputy Executive Director - Administrative

Article III, Section 19(a)3, Florida Constitution, requires each agency Legislative Budget Request to be based upon and reflect the long range financial outlook adopted by the Joint Legislative Budget Commission or to explain any variance from the outlook.

- 1) Does the long range financial outlook adopted by the Joint Legislative Budget Commission in September 2012 contain revenue or expenditure estimates related to your agency?

Yes No

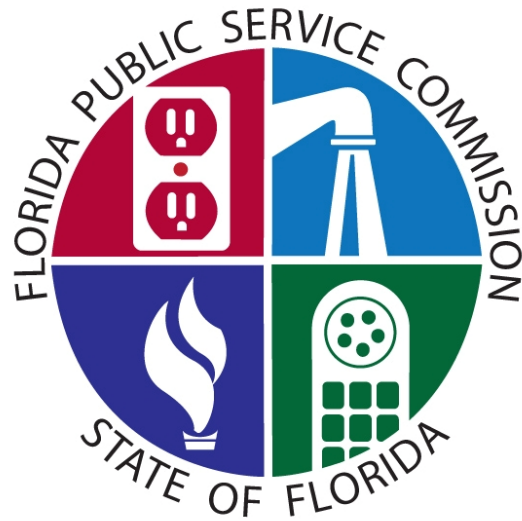
- 2) If yes, please list the estimates for revenues and budget drivers that reflect an estimate for your agency for Fiscal Year 2013-2014 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2013-2014 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a				
b				
c				
d				
e				
f				

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

* R/B = Revenue or Budget Driver

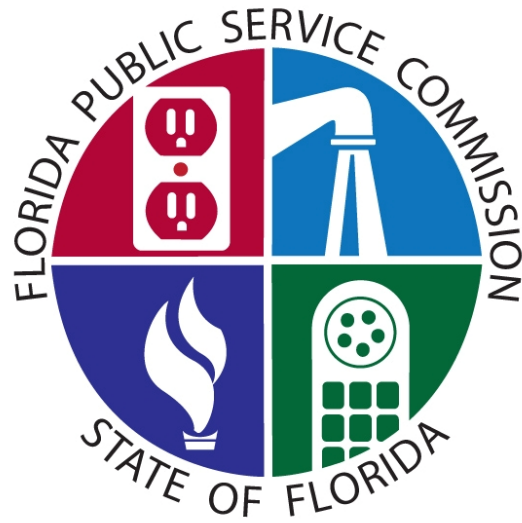
Florida Public Service Commission



UTILITY REGULATION AND CONSUMER ASSISTANCE PROGRAM

Exhibits or Schedules

Florida Public Service Commission



Schedule I Series

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 61 Public Service Commission **Budget Period: 2013-14**
Program: Commissioners & Admin. Services and Utility Regulation & Consumer Assistance
Fund: 2573 Regulatory Trust Fund

Specific Authority: Sections 350.113, 364.336, 366.14, 367.145, 368.109, 403 and 427 F.S.
Purpose of Fees Collected: To fund the cost of regulating Telecommunications Companies, Electric and Gas Utilities, and Water & Wastewater Companies as required by Chapters 350, 364, 366, 367, 368, 403, 427 Florida Statutes.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach Examination of Regulatory Fees Form - Part I and II.)
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u>SECTION I - FEE COLLECTION</u>	<u>ACTUAL FY 2011 - 12</u>	<u>ESTIMATED FY 2012 - 13</u>	<u>REQUEST FY 2013 - 14</u>
<u>Receipts:</u>			
Regulatory Assessment Fees	\$27,243,195	\$25,661,428	\$26,385,261
Filing / Recording Fees	77,652	150,000	150,000
Total Fee Collection to Line (A) - Section III	\$27,320,847	\$25,811,428	\$26,535,261

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	\$15,006,636	\$15,117,002	\$15,256,354
Other Personal Services	94,694	155,737	155,737
Expenses	2,766,212	2,946,666	2,946,666
Operating Capital Outlay	230,565	206,678	206,678
Motor Vehicles	-	55,944	55,944
Administrative Hearings	-	-	-
Contracted Services	463,614	584,477	390,377
Risk Management	64,116	51,614	51,614
Transfer to DMS for HR Outsourcing	77,415	81,041	81,041
Data Processing Services	42,214	36,294	36,294
Southwood SRC	-	6,106	6,121
Refunds to utilities for overpayments	13,941	23,292	23,292
General Revenue Service Charge (8%)	2,193,148	2,066,514	2,124,421
Indirect Costs Charged to Trust Fund	5,398,961	5,541,489	5,525,726
Total Full Costs to Line (B) - Section III	26,351,515	26,872,852	26,860,264

Basis Used: People First Time Accounting System

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	\$27,320,847	\$26,535,261
TOTAL SECTION II	(B)	\$26,351,515	\$26,860,264
TOTAL - Surplus/Deficit	(C)	\$969,332	(\$325,003)

EXPLANATION of LINE C:
The PSC has sufficient cash balance to cover the current FY 12-13 deficit between projected revenues and projected expenditures.
The PSC will monitor revenues and expenditures and is prepared to manage the projected FY 13-14 deficit with internal controls.
Trust fund sweeps will jeopardize our continued ability to meet our fiscal obligations.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2013 - 2014
Trust Fund Title:	Public Service Commission
Budget Entity:	Regulatory Trust Fund
LAS/PBS Fund Number:	61 - Public Service Commission
	2573

	Balance as of 6/30/2012		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	\$7,477,524	(A)			\$7,477,524
ADD: Other Cash (See Instructions)	200	(B)			200
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
Total Cash plus Accounts Receivable	\$7,477,724	(F)			\$7,477,724
LESS Allowances for Uncollectibles		(G)			
LESS Approved "A" Certified Forwards	(203,434)	(H)			(203,434)
Approved "B" Certified Forwards	(49,824)	(H)			(49,824)
Approved "FCO" Certified Forwards		(H)			
LESS: Other Accounts Payable (Nonoperating)	(25,914)	(I)			(25,914)
LESS: _____		(J)			
Unreserved Fund Balance, 07/01/11	\$7,198,552	(K)			\$7,198,552 **

Notes:

*SWFS = Statewide Financial Statement

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

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Department Title:	<u>Budget Period: 2013 - 2014</u>
Trust Fund Title:	<u>Public Service Commission</u>
LAS/PBS Fund Number:	<u>Regulatory Trust Fund</u>
	<u>2573</u>

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/12

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="4,432,363"/> (A)
--	--

Subtract Nonspendable Fund Balance (GLC 56XXX)

<input type="text"/>	(B)
----------------------	-----

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

See IC reconciliation	<input type="text" value="2,716,365"/> (C)
-----------------------	--

SWFS Adjustment # and Description	<input type="text"/> (C)
-----------------------------------	--------------------------

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text" value="49,824"/> (D)
---	---

Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/> (D)
--	--------------------------

A/P not C/F-Operating Categories	<input type="text"/> (D)
----------------------------------	--------------------------

<input type="text"/>	(D)
----------------------	-----

<input type="text"/>	(D)
----------------------	-----

<input type="text"/>	(D)
----------------------	-----

ADJUSTED BEGINNING TRIAL BALANCE:

<input type="text" value="7,198,552"/>	(E)
--	-----

UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)

<input type="text" value="7,198,552"/>	(F)
--	-----

DIFFERENCE:

<input type="text" value="0"/>	(G)*
--------------------------------	------

***SHOULD EQUAL ZERO.**

**PSC Regulatory TF
Reconciliation of Sch I-C to Agency Trial Balance**

Description	Amt per TB	Amt per I-C	Reconciling Amt
GL 11100	200	200	0
GL 12100	7,477,524	7,477,524	0
GL 27600	2,779,745	0	(2,779,745)
GL 27700	(197,656)	0	197,656
GL 31100	(171,546)	(171,546)	0
GL 35300	(31,888)	(31,888)	0
GL 35600	(25,914)	(25,914)	0
GL 38600	(826,584)	0	826,584
GL 48600	(1,989,428)	0	1,989,428
GL 53600	(2,582,089)	0	2,582,089
Encumbrances	0	(49,824)	(49,824)
TOTAL	4,432,363	7,198,552	2,766,189
Unreserved Fund Balance per TB (GL 53900)			4,432,363
Reconciled Amount			<u>7,198,552</u>

Schedule 1 Adjustment

Current Compensated Absences Balance	826,584
Depreciation adjustment	<u>(6,270)</u>
Schedule 1 Adjustment total	<u>820,314</u>

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2013 - 14

Department: Florida Public Service Commission

Chief Internal Auditor: Steven J. Stolting

Budget Entity: 61000000

Phone Number: (850) 413 - 6071

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
		Public Service Commission	Review of internal and external audits for the current and previous fiscal years identified no major audit findings during the period.	N/A	N/A

Fiscal Year 2013-14 LBR Technical Review Checklist

Department/Budget Entity (Service): Public Service Commission
Agency Budget Officer/OPB Analyst Name: Chris Evans / Kim Cramer

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	61020100	61020200	61020300	61030100	61030300

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A93, IA1, IA5, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	Y	Y	Y	Y	Y
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? (CSDI)	Y	Y	Y	Y	Y

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y	Y	Y
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y	Y	Y	Y
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					

2. EXHIBIT A (EADR, EXA)

2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 58 of the LBR Instructions?	Y	Y	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y	Y	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 30)? Do they clearly describe the issue?	Y	Y	Y	Y	Y
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 30) been followed?	Y	Y	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A	N/A	N/A	N/A	N/A
3.2 Are the 33XXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	Y	Y	Y	Y	Y

AUDITS:

3.3 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y	Y	Y	Y	Y
3.4 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? (EXBR, EXBC - Report should print "Records Selected Net To Zero")	Y	Y	Y	Y	Y
TIP Generally look for and be able to fully explain significant differences between A02 and A03.					

Action		Program or Service (Budget Entity Codes)				
		61020100	61020200	61020300	61030100	61030300
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					
4. EXHIBIT D (EADR, EXD)						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 61 of the LBR Instructions?	Y	Y	Y	Y	Y
4.2	Is the program component code and title used correct?	Y	Y	Y	Y	Y
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					
5. EXHIBIT D-1 (ED1R, EXD1)						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	Y
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? (ED1R, XD1A - Report should print "No Differences Found For This Report")	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2011-12 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)						
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y
TIP	Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.					
7. EXHIBIT D-3A (EADR, ED3A)						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 30 of the LBR Instructions.)	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		61020100	61020200	61020300	61030100	61030300
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 66-67 of the LBR Instructions.)	Y	Y	Y	Y	Y
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 68 through 70 of the LBR Instructions?	N/A	N/A	N/A	N/A	N/A
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A	N/A	N/A	N/A	N/A
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A	N/A	N/A	N/A	N/A
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y	Y	Y	Y	Y
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A	N/A	N/A	N/A	N/A
7.9	Does the issue narrative reference the specific county(ies) where applicable?	N/A	N/A	N/A	N/A	N/A
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #13-003?	Y	Y	Y	Y	Y
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	N/A	N/A	N/A	N/A	N/A
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	N/A	N/A	N/A	N/A
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	N/A
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y	Y	Y
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 29 and 88 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A
7.16	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A	N/A	N/A	N/A	N/A
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A	N/A	N/A
7.18	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development as requested in Memo# 13-010?	N/A	N/A	N/A	N/A	N/A
AUDIT:						

Action		Program or Service (Budget Entity Codes)				
		61020100	61020200	61020300	61030100	61030300
7.19	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y	Y	Y	Y
7.20	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? (GENR, LBR1)	N/A	N/A	N/A	N/A	N/A
7.21	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? (GENR, LBR2)	N/A	N/A	N/A	N/A	N/A
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? (GENR, LBR3)	N/A	N/A	N/A	N/A	N/A
7.23	Have FCO appropriations been entered into the nonrecurring column A04? (GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))	N/A	N/A	N/A	N/A	N/A
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run OADA/OADR from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 66 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2012-13 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y	Y
8.2	Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y	Y	Y
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	Y	Y	Y	Y	Y
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		61020100	61020200	61020300	61030100	61030300
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	N/A	N/A	N/A	N/A	N/A
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	N/A	N/A	N/A	N/A	N/A
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A	N/A	N/A	N/A	N/A
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	Y	Y	Y	Y	Y
8.10	Are the statutory authority references correct?	Y	Y	Y	Y	Y
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y	Y	Y	Y
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	N/A	N/A	N/A	N/A	N/A
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y	Y	Y
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y	Y	Y	Y
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A	N/A	N/A	N/A	N/A
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	N/A	N/A	N/A	N/A	N/A
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	Y	Y	Y
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y	Y	Y	Y	Y
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y	Y	Y	Y
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	N/A	N/A	N/A	N/A	N/A
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y	Y	Y
8.25	Are current year September operating reversions appropriately shown in column A02?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		61020100	61020200	61020300	61030100	61030300
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y	Y	Y
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y	Y	Y	Y	Y
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	Y
AUDITS:						
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y	Y
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y	Y	Y
8.31	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. (SC1R, DEPT)	Y	Y	Y	Y	Y
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 125 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? (BRAR, BRAA - Report should print "No Records Selected For This Request") Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See <i>Base Rate Audit</i> on page 157 of the LBR Instructions.)	Y	Y	Y	Y	Y
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 90 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 97 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	Y	Y	Y	Y	Y
11. SCHEDULE IV (EADR, SC4)						
11.1	Are the correct Information Technology (IT) issue codes used?	N/A	N/A	N/A	N/A	N/A
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					
12. SCHEDULE VIIIA (EADR, SC8A)						
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?	N/A	N/A	N/A	N/A	N/A
13. SCHEDULE VIIIB-1 (EADR, S8B1)						
13.1	NOT REQUIRED FOR THIS YEAR	N/A	N/A	N/A	N/A	N/A
14. SCHEDULE VIIIB-2 (EADR, S8B2)						

Action	Program or Service (Budget Entity Codes)				
	61020100	61020200	61020300	61030100	61030300
14.1 Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 5% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used?	Y	Y	Y	Y	Y
15. SCHEDULE XI (USCR,SCXI) (LAS/PBS Web - see page 105-109 of the LBR Instructions for detailed instructions)					
15.1 Agencies are required to generate this spreadsheet via the LAS/PBS Web. The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website. (Note: Pursuant to <i>section 216.023(4) (b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y	Y	Y
15.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	Y
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:					
15.3 Does the FY 2011-12 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y	Y	Y
15.4 None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (Audit #1 should print "No Activities Found")	Y	Y	Y	Y	Y
15.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	N/A	N/A	N/A	N/A	N/A
15.6 Has the agency provided the necessary standard (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y	Y	Y
15.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found")	Y	Y	Y	Y	Y
TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
16. MANUALLY PREPARED EXHIBITS & SCHEDULES					
16.1 Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y	Y
16.2 Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y	Y	Y
16.3 Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y	Y
AUDITS - GENERAL INFORMATION					
TIP Review <i>Section 6: Audits</i> of the LBR Instructions (pages 156-158) for a list of audits and their descriptions.					
TIP Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)					
17.1 Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	Y	Y
17.2 Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A	N/A	N/A	N/A	N/A
17.3 Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		61020100	61020200	61020300	61030100	61030300
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	Y	Y	Y
17.5	Are the appropriate counties identified in the narrative?	N/A	N/A	N/A	N/A	N/A
17.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	N/A	N/A	N/A	N/A	N/A
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
18. FLORIDA FISCAL PORTAL						
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y