
 COL A11
 SCH VIIIB-2
 REDUCTIONS
 POS AMOUNT PRIORITY CODES

STATE, DEPT OF _____ 45000000

PRIORITY SUMMARY NARRATIVE:

The Department of State relied on several guiding principles in generating proposals for possible reductions to be taken for Fiscal Year 2009-2010. All of the Department's program areas were to be considered and none of them were to be held exempt. Prior years' expenditures data was to be used in order to identify specific costs relevant to each proposed reduction. Cut recommendations that identified alternative, lower cost options were encouraged as were solutions that mitigated the impact on grants and Departmental operations.

In selecting the final recommended reductions, the Department of State also considered any impact that could be had on federal Maintenance of Effort (MOE) or match requirements. The effect on personnel staffing as well as the impact that the recommended reductions could have on business operations was also considered.

SCHEDULE VIIIB REDUCTIONS - OPERATING			33B0000
UNIFORM COMMERCIAL CODE - ELIMINATE PRIVATE VENDOR TO ADMINISTER FLORIDA SECURED TRANSACTION		1	33B0190
GENERAL REVENUE FUND.....		1-	1000

=====

SCH VIIIB-2 NARR 09-10 NOTES:

This proposed reduction actually requires the funding of 11 additional FTEs for the Division of Corporations as well as associated expenses with a projected total to be \$565,000. The reason this reduction would be considered a cut is because the current cost for the private vendor that processes Uniform Commercial Codes is \$1,727,636. This cost is taken directly from the revenues that would otherwise go into the General Revenue Fund. By funding 11 FTEs and bringing the Uniform Commercial Code process under the Division of Corporations, there will be increased revenues in the amount of \$1,162,636 that will be deposited into General Revenue. This should be considered a program reduction for the Division because it results in actual increased revenue due to lower operational costs.

The reduction would add 11 FTEs.

ELIMINATE SUPERVISORY FUNCTIONS - REGIONAL OFFICES AND QUINCENTENNIAL		2	33B0170
GENERAL REVENUE FUND.....	2.00-	197,590-	1000

=====

SCH VIIIB-2 NARR 09-10 NOTES:

This proposed reduction eliminates a supervisory position and one clerk position associated with the Regional Offices and

 COL A11
 SCH VIIIB-2
 REDUCTIONS
 POS AMOUNT PRIORITY CODES

STATE, DEPT OF			45000000
SCHEDULE VIIIB REDUCTIONS -			
OPERATING			33B0000
ELIMINATE SUPERVISORY FUNCTIONS -			
REGIONAL OFFICES AND QUINCENTENNIAL		2	33B0170

Quincentennial as well as a reduction in expenses and contracted services. Both the Regional Offices and the Quincentennial Programs were repealed under Chapter 2008-141, L.O. F. This reduction is therefore completing a program reduction from the previous year. The expenses and contracted services cuts include a reduction in training and professional development as well as printing costs associated with the Main Street Program Newsletter

CONSOLIDATION OF GRAPHICS PROGRAM		3	33B0140
GENERAL REVENUE FUND.....	1.00-	39,623-	1000

=====

SCH VIIIB-2 NARR 09-10 NOTES:

This proposed reduction would eliminate the Graphics Program for the Department of State.

The reduction would eliminate one position and reassign the graphics duties within the Department.

ELIMINATE TRAINING AND PROFESSIONAL DEVELOPMENT PROGRAM		4	33B0120
GENERAL REVENUE FUND.....	1.00-	68,283-	1000

=====

SCH VIIIB-2 NARR 09-10 NOTES:

This reduction proposes to eliminate the training manager position, on-line tutorial programs and the Department's subscription to Expert Supervisor. This will require Divisions to conduct training in other manners in order to comply with S. 110.235, F.S. which states, "(1) State agencies shall implement training programs that encompass modern management principles, and that provide the framework to develop human resources through empowerment, training, and rewards for productivity enhancement; to continuously improve the quality of services; and to satisfy the expectations of the public. (2) Each employing agency shall annually evaluate and report to the department the training it has implemented and the progress it has made in the area of training. (3) As approved by the Legislature by law, each employing agency may use a specified percentage of its salary budget to implement training programs."

COL A11			
SCH VIIIB-2			
REDUCTIONS			
POS	AMOUNT	PRIORITY	CODES

STATE, DEPT OF			45000000
SCHEDULE VIIIB REDUCTIONS -			
OPERATING			33B0000
ELIMINATION OF FLAG PROGRAM		5	33B0130
GENERAL REVENUE FUND.....	15,000-		1000
	=====		

SCH VIIIB-2 NARR 09-10 NOTES:

This proposed reduction eliminates the Flag Program within the Department of State which provides flags to schools, governmental agencies and other organizations. This ties into the issue for the merger of the Northwood position and the property manager in that the Northwood position currently manages the Flag Program. This is also a statutorily required responsibility of the Department of State, as described in 256.031, F.S. which states, " (1)(a)The Department of State is the custodian of the official state flag, and, for the purpose of assisting schools, governmental agencies, and other groups and organizations in the care, handling, and history of the state flag, including all flags that have flown over any part of the State of Florida by those sovereigns to which Florida has belonged, the department is hereby authorized to buy and sell flags and to present, at no cost to such schools, governmental agencies, or other groups, and organizations, flags and printed material giving information in the care, handling, and history of such flags, up to an annual cost of \$15,000. Proceeds from the sale of flags shall be deposited in the General Revenue Fund. (b)The Department of State may also furnish official flags, plaques, and proclamations for state functions and ceremonies, up to an annual cost of \$2,000. (2)Each flag so presented shall carry a note indicating the following: "This flag is being presented to you by courtesy of the people of Florida" and no other name." Statutory change would be necessary if this reduction is taken.

ELIMINATE SOURCE DOCUMENT
 MICROFILMING SERVICES

		6	33B0230
TRUST FUNDS.....	4.00-		
	166,847-		2000
	=====		

SCH VIIIB-2 NARR 09-10 NOTES:

This proposed reduction eliminates the Source Document Microfilming Services Program from Records Management Services. This program provides microfilming services to state and local government agencies. The proposed reduction would eliminate original filming as well as the duplication of existing microfilm. Agencies wishing to secure microfilm services would need to contract with other vendors. The authority reduction for this proposed cut is \$167,225; however it is offset by the loss of \$83,186 in anticipated revenue into the Records Management Trust Fund. Since this portion of the program costs more than it generates, this reduction would equal a net gain for the Records Management Trust Fund.

 COL A11
 SCH VIIIIB-2
 REDUCTIONS
 POS AMOUNT PRIORITY CODES

STATE, DEPT OF 45000000
 SCHEDULE VIIIIB REDUCTIONS -
 OPERATING 33B0000
 REALIGNMENT OF PROPERTY MANAGEMENT
 - PROPERTY ACCOUNTING 7 33B0110
 1.00-
 GENERAL REVENUE FUND..... 49,259- 1000
 =====

SCH VIIIIB-2 NARR 09-10 NOTES:

Currently there is one FTE dedicated to managing the Department of State's entire property financial inventory in the FLAIR Property Subsystem. If this reduction is taken, this function would be redirected to the support services unit and each division representative will handle the property input for their respective division. In addition the property control for physical inventory and the Northwood facility management will be merged into one position.

REALIGNMENT OF PROPERTY MANAGEMENT
 - PROPERTY INVENTORY 8 33B0240
 1.00-
 GENERAL REVENUE FUND..... 53,890- 1000
 =====

SCH VIIIIB-2 NARR 09-10 NOTES:

Currently there is one FTE dedicated to managing the Department of State's entire property financial inventory in the FLAIR Property Subsystem. If this reduction is taken, this function would be redirected to the support services unit and each division representative will handle the property input for their respective division. In addition the property control for physical inventory and the Northwood facility management will be merged into one position.

CLOSE KNOTT HOUSE MUSEUM TO PUBLIC 9 33B0280
 GENERAL REVENUE FUND 21,461-
 TRUST FUNDS 53,487- 2000

 TOTAL POSITIONS..... 1.50-
 TOTAL ISSUE..... 74,948-
 =====

SCH VIIIIB-2 NARR 09-10 NOTES:

This reduction proposes the closing of the Knott House to the public. The possibility of a private lease will be pursued.

COL A11			
SCH VIIIIB-2			
REDUCTIONS			
POS	AMOUNT	PRIORITY	CODES

STATE, DEPT OF			45000000
SCHEDULE VIIIIB REDUCTIONS -			
OPERATING			33B0000
REDUCE AID TO LOCAL GOVERNMENTS -			
LIBRARY GRANTS		10	33B0220
GENERAL REVENUE FUND.....	2,893,916-		1000
	=====		

SCH VIIIIB-2 NARR 09-10 NOTES:

This reduction proposes a \$2,893,916 cut in funding to libraries throughout the state. Section 257.195, F.S. addresses procedures to be used in applying proportionate reductions in the event of a revenue shortfall and states, "In the event of revenue shortfalls which necessitate budget reductions during any fiscal year, the total appropriation for library grants from state sources shall have the same ratable reduction as that applied to the operating funds of the Division of Library and Information Services or such reduction shall be at the discretion of the Secretary of State. " A cut in State Aid to Public Libraries effectively reduces the amount of state funds distributed to all state aid eligible public libraries. Public libraries may further have to reduce the hours they are opened; amount of library materials purchased; and reduce the number of staff and programs. These reductions directly affect library services to the residents of Florida at their public libraries.

CONSOLIDATE GRANT MANAGEMENT PROGRAMS

		11	33B0270
GENERAL REVENUE FUND.....	1.00-	145,566-	1000
		=====	

SCH VIIIIB-2 NARR 09-10 NOTES:

In order to streamline the grants budget process, this proposed reduction recommends that Cultural Institutions Grants, Science Museum Grants, Youth & Children's Museums Grants, History Museum Grants and Arts Grants be merged into one appropriation that will be entitled Culture Builds Florida's Future. This merger will allow for a management efficiency of one position. The merger would require statutory amendment. Additional reductions are also being presented in travel for grants panel meetings, Florida Arts Council meetings and staff development. These instead would be conducted through tele-conferencing. Federal dollars will also be utilized for monitoring and associated activities where applicable. The Other Personal Services funding reduction will be offset by the completion of the Division's Grants Application On-line System.

 COL A11
 SCH VIIIIB-2
 REDUCTIONS
 POS AMOUNT PRIORITY CODES

STATE, DEPT OF			45000000
SCHEDULE VIIIIB REDUCTIONS -			
OPERATING			33B0000
PROGRAM SERVICE REDUCTION - MISSION			
SAN LUIS		12	33B0180
TRUST FUNDS.....	453,498-		2000

=====
 =====

SCH VIIIIB-2 NARR 09-10 NOTES:

This reduction proposes a decrease in Other Personal Services for heritage tourism at Mission San Luis. It will also result in reduced public hours at the site as well as in outreach and public events. The revenue to support this reduction is through the CARL funds.

CONSOLIDATE LEGISLATIVE LIBRARY
 WITH STATE LIBRARY

		13	33B0210
GENERAL REVENUE FUND.....	2.00- 361,987-		1000

=====
 =====

SCH VIIIIB-2 NARR 09-10 NOTES:

This reduction proposes the consolidation and relocation of the Legislative Library that is currently located on the seventh floor of the Capitol with the State Library that is housed within the R.A. Gray Building. This relocation will move all services of the Legislative Library to the R.A. Gray Building with a few exceptions. Those exceptions are the elimination of two FTEs of the Legislative Library and the elimination of the Westlaw account which currently serves most members of the legislature and their staff. The dismantling and move of the Legislative Library is also estimated to cost \$50,000.

SERVICE REDUCTION FOR VOTER FRAUD
 PROGRAM

		14	33B0160
GENERAL REVENUE FUND.....	436,699-		1000

=====
 =====

SCH VIIIIB-2 NARR 09-10 NOTES:

This proposed reduction reduces the appropriation for the Voter Fraud Program by almost 75%. The FY 2008-2009 appropriation was \$600,000. The Voter Fraud Program is used by the Department to maintain the Voter Fraud Hotline and provide election fraud education; both of which are statutorily required responsibilities as stated in Sec 97.012(12),

 COL A11
 SCH VIII B-2
 REDUCTIONS
 POS AMOUNT PRIORITY CODES

STATE, DEPT OF			45000000
SCHEDULE VIII B REDUCTIONS -			
OPERATING			33B0000
SERVICE REDUCTION FOR VOTER FRAUD			
PROGRAM	14		33B0160

F.S. The Voter Fraud Program is also used to conduct preliminary investigations into fraud involving voter registration, voting, or candidate or issue petition activities. This reduction will sharply inhibit the Division of Elections' ability to meet its Maintenance of Effort that is required by the Help America Vote Act. Failure to meet the Maintenance of Effort could result in the loss of \$66 million in federal HAVA funds.

TOTAL: STATE, DEPT OF			45000000
BY FUND TYPE			
GENERAL REVENUE FUND		4,283,275-	1000
TRUST FUNDS		673,832-	2000

TOTAL POSITIONS.....		14.50-	
TOTAL DEPARTMENT.....		4,957,107-	
		=====	