

APPENDIX D

OFFICE OF THE GOVERNOR  
BUDGET AND PROGRAM PLANNING  
STATE OF MONTANA

STEVE BULLOCK  
GOVERNOR



PO Box 200802  
HELENA, MONTANA 59620-0802

**To:** Amy Carlson, Legislative Fiscal Analyst  
Legislative Fiscal Division

**From:** Dan Villa, Budget Director *Dan Villa*  
Office of Budget & Program Planning

**Date:** September 27, 2016

**Subject:** **LFC Review & Comment on Operating Budget Changes and Program Transfers**

In accordance with 17-7-138 and -139, MCA, the Governor's Office of Budget and Program Planning has processed four Operating Plan changes that exceeded \$75,000 and 25% of a budget category or \$1 million, one as time sensitive, three being held for comment. Also processed was one Program Transfer being held for comment.

We have reviewed the requests and find them to be in compliance with state and federal laws and policies. Your staff has also reviewed these documents and has no issues with these transactions. Please let us know if you have questions or wish additional information.

CC: Quinn Holzer

APPENDIX D

<u>Budget Change Documents that Trigger</u>				
<u>Information submitted for the September 2017 LFC meeting</u>				
<u>Agency #</u>	<u>Agency Name</u>	<u>Doc #</u>	<u>Brief Explanation</u>	<u>Fiscal Year</u>
<b>Documents Processed as Time-Sensitive</b>				
<b>Time Sensitive</b>				
51150	State Library	325 OP702	Establish Montana Land Information Advisory Council (MLISC) modified funded positions. Each year the Library moves funding from MLJAC from grants to personal services	2017
<b>Documents Being Held for Comment</b>				
<b>Non-Time Sensitive</b>				
57060	Dept Nat Resource/Conservation	540 OP634	Sage Grouse funding was approved under the operating category. In order to efficiently and effectively run the program, personal services and modified FTE are necessary. Due to the intricate nature of the Sage Grouse program, our agency has determined that having on-site modified staff along with existing HB2 staff is more effective and efficient than utilizing contracted services. DNRC has made 4 requests on the Sage Grouse funding alone to move OPS to PS.	2017
64010	Dept of Corrections	690 OP158	Moving P & P Supervision Fees state special revenue from 62000 to 63000 for Interceptor purchase.	2017
61090	Dept. of Public Health and Human Services	PT802	This is a program transfer of personal services authority to program 04, the Director's Office, to fund the agency's termination payouts. Under federal regulations, DPHHS must charge termination payouts through the agency-wide cost allocation plan. This is accomplished by charging the expenditures to the Human Resources Office, which is located in the Director's Office. Personal services costs are originally budgeted in the division that the position is assigned to. Part of the personal service budget is now being moved to Human Resource Office, where the termination payout expenditures will be charged.	2017
54010	Dept. of Transportation	470 OP077	Due to changes in accounting guidelines in the MOM manual, expenses paid to other agencies (interagency transfers) within the same fund type, must be coded to account 68101. The \$40,000 in fund 02242 is for the training of 11 new MCS officers at MLEA. The \$30,000 in fund 02294 is for costs associated with SmartCop (MDT's share of MHP's electronic citation and crash systems). Also costs associated with safety training reimbursement (CVSA classes) for MHP and MHP special operations focused on Commercial Motor Vehicles and Drivers.	2017