



Part B Executive Budget 2006-2008 Biennium



Legislative Department

The primary agency in the Legislative Department is the General Assembly, which makes the laws of the Commonwealth. The other legislative agencies support the General Assembly by drafting legislation, distributing copies of legislation and reports, providing computer and security services, conducting audits of government activities, and studying policy issues.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$55,213,518	\$3,179,483	\$58,393,001	\$39,780,568	\$18,612,433	612.00
FY 2004	\$56,530,543	\$3,272,486	\$59,803,029	\$39,780,568	\$20,022,461	612.00
FY 2005	\$53,604,219	\$3,278,259	\$56,882,478	\$41,155,551	\$15,726,927	612.00
FY 2006	\$53,877,181	\$3,122,254	\$56,999,435	\$41,155,551	\$15,843,884	612.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$53,877,181	\$3,122,254	\$56,999,435	\$44,030,434	\$12,969,001	612.00
FY 2007 Addenda	\$3,466,333	\$111,508	\$3,577,841	\$3,473,842	\$103,999	-2.00
FY 2007 TOTAL	\$57,343,514	\$3,233,762	\$60,577,276	\$47,504,276	\$13,073,000	610.00
FY 2008 Base Budget	\$53,877,181	\$3,122,254	\$56,999,435	\$44,030,434	\$12,969,001	612.00
FY 2008 Addenda	\$3,467,071	\$111,508	\$3,578,579	\$3,473,842	\$104,737	-2.00
FY 2008 TOTAL	\$57,344,252	\$3,233,762	\$60,578,014	\$47,504,276	\$13,073,738	610.00

General Assembly Of Virginia

Mission Statement

Perform the functions of the legislative branch of government as set forth in the Constitution, in order to provide for the common benefit, protection and security of the people of Virginia.

Agency Goals:

- To represent the common interest of the citizens of Virginia in the formation of public policy, in the enactment of laws and in the appropriation of funds for the operation of the Commonwealth's government.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$28,115,298	\$0	\$28,115,298	\$16,986,970	\$11,128,328	217.00
FY 2004	\$30,365,884	\$0	\$30,365,884	\$16,986,970	\$13,378,914	217.00
FY 2005	\$26,761,233	\$0	\$26,761,233	\$17,633,276	\$9,127,957	217.00
FY 2006	\$26,899,316	\$0	\$26,899,316	\$17,633,276	\$9,266,040	217.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$26,899,316	\$0	\$26,899,316	\$20,382,198	\$6,517,118	217.00
FY 2007 Addenda	\$1,450,701	\$0	\$1,450,701	\$1,388,328	\$62,373	0.00
FY 2007 TOTAL	\$28,350,017	\$0	\$28,350,017	\$21,770,526	\$6,579,491	217.00
FY 2008 Base Budget	\$26,899,316	\$0	\$26,899,316	\$20,382,198	\$6,517,118	217.00
FY 2008 Addenda	\$1,450,374	\$0	\$1,450,374	\$1,388,328	\$62,046	0.00
FY 2008 TOTAL	\$28,349,690	\$0	\$28,349,690	\$21,770,526	\$6,579,164	217.00

Agency Summary of Recommended Operating Budget Addenda

▶ Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.4 million (GF).

▶ Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$62,373 (GF). For 2008, \$62,046 (GF).

Agency Service Areas:

Legislative Sessions

Provide, on an annual basis, for the day-to-day operations of the General Assembly of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$26,899,316	\$26,899,316	217.00	217.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,388,328	\$1,388,328	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$62,373	\$62,046	0.00	0.00
Total for Service Area	\$28,350,017	\$28,349,690	217.00	217.00

Objective: Meet annually to develop or amend the biennial budget of the Commonwealth.

Objective: Establish committees to conduct meetings, hearings or studies to support informed decision.

Objective: Provide leadership for the judiciary and independent agencies by electing justices, judges and commissioners.

Objective: Promote the sound management of state government functions through confirmation of Gubernatorial appointments.

Auditor of Public Accounts

Mission Statement

APA serves Virginia citizens and decision-makers by providing unbiased, accurate information and sound recommendations to improve accountability and financial management of public funds.

Agency Goals:

- Conduct financial and operational audits.
- Provide information to legislators and other decision-makers.
- Recommend improvements in financial and operational management.
- Provide guidance and training on financial issues.

Customers Served:

- Virginia citizens
- General Assembly members and Joint Legislative Audit and Review Commission
- General Assembly staff
- Executive branch officials (Governor and cabinet secretaries)
- Executive and Judicial branch agency management
- Bond rating agencies
- Higher education accreditation associations
- Federal government agencies
- Other state audit organizations
- Professional standard-setting organizations

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$8,956,601	\$708,958	\$9,665,559	\$8,221,604	\$1,443,955	145.00
FY 2004	\$8,962,339	\$708,958	\$9,671,297	\$8,221,604	\$1,449,693	145.00
FY 2005	\$9,164,100	\$732,171	\$9,896,271	\$8,515,830	\$1,380,441	145.00
FY 2006	\$9,167,778	\$732,171	\$9,899,949	\$8,515,830	\$1,384,119	145.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$9,167,778	\$732,171	\$9,899,949	\$8,400,120	\$1,499,829	145.00
FY 2007 Addenda	\$494,143	\$55,158	\$549,301	\$525,248	\$24,053	0.00
FY 2007 TOTAL	\$9,661,921	\$787,329	\$10,449,250	\$8,925,368	\$1,523,882	145.00
FY 2008 Base Budget	\$9,167,778	\$732,171	\$9,899,949	\$8,400,120	\$1,499,829	145.00
FY 2008 Addenda	\$492,540	\$55,158	\$547,698	\$525,248	\$22,450	0.00
FY 2008 TOTAL	\$9,660,318	\$787,329	\$10,447,647	\$8,925,368	\$1,522,279	145.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$473,468 (GF) and \$55,158 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$20,675 (GF). For 2008, \$19,072 (GF).

Agency Service Areas:

Financial and Compliance Audits

This service area covers the operations of the Auditor of Public Accounts (APA). The APA audits all state agencies and institutions, and other agencies handling state funds. Other responsibilities of the APA include:

- Conduct mandated studies and reviews
- Review the reporting of performance measures
- Prepare the Comparative Report of Local Government Revenues and Expenditures
- Furnish requested information to General Assembly members
- Conduct audit of federal funds as required the Single Audit Act
- Investigate fraudulent transactions as reported or discovered
- Provide guidance on auditing and accounting matters

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,899,949	\$9,899,949	145.00	145.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$528,626	\$528,626	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$20,675	\$19,072	0.00	0.00
Total for Service Area	\$10,449,250	\$10,447,647	145.00	145.00

Objective: Conduct financial and operational audits

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Issue Timely Audits	95% compliance	100% compliance - the target is to meet all deadlines
Audit Coverage	100%	100%

Objective: Provide information to legislators and other decision-makers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Semi-annual Reports of Systems Development	0 reports	2 reports
Internet Database	New initiative	3 new enhancements

Objective: Recommend improvements in financial and operational management

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Financial Management Audits	12 reports	Increase 2 reports annually

Objective: Provide guidance and training on financial issues

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Website Visits		10% increase in usage
Training and Communication	Periodic communication	Quarterly communication

Commission on the Virginia Alcohol Safety Action Program

Mission Statement

The Commission on the Virginia Alcohol Safety Action Program's mission is to improve highway safety by decreasing the incidence of driving under the influence of alcohol and other drugs, leading to the reduction of alcohol and drug-related fatalities and crashes.

Agency Goals:

- To prevent DUI recidivism.
- To deter the motoring public from driving under the influence of alcohol and other drugs.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$1,849,881	\$1,849,881	\$435,595	\$1,414,286	11.50
FY 2004	\$0	\$1,849,881	\$1,849,881	\$435,595	\$1,414,286	11.50
FY 2005	\$0	\$1,864,089	\$1,864,089	\$449,803	\$1,414,286	11.50
FY 2006	\$0	\$1,864,089	\$1,864,089	\$449,803	\$1,414,286	11.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$1,864,089	\$1,864,089	\$449,803	\$1,414,286	11.50
FY 2007 Addenda	\$0	\$34,633	\$34,633	\$34,633	\$0	0.00
FY 2007 TOTAL	\$0	\$1,898,722	\$1,898,722	\$484,436	\$1,414,286	11.50
FY 2008 Base Budget	\$0	\$1,864,089	\$1,864,089	\$449,803	\$1,414,286	11.50
FY 2008 Addenda	\$0	\$34,633	\$34,633	\$34,633	\$0	0.00
FY 2008 TOTAL	\$0	\$1,898,722	\$1,898,722	\$484,436	\$1,414,286	11.50

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$34,633 (NGF).

Agency Service Areas:

Ground Transportation Safety Promotion

The Virginia Alcohol Safety Action Program (VASAP) system includes the state office of the Commission on VASAP and 24 local Alcohol Safety Action Programs (ASAPs). VASAP has developed many educational and training programs designed to improve highway safety, providing a credible Alcohol Safety Action Program that responds to the needs of each locality in Virginia. This service area provides administrative oversight of the statewide VASAP system to include review of local ASAP budgets, operations, performance and maintenance of a system for allocating funds to cover deficits.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,864,089	\$1,864,089	11.50	11.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$34,633	\$34,633	0.00	0.00
Total for Service Area	\$1,898,722	\$1,898,722	11.50	11.50

Objective: To ensure proper screening, intervention, referral and tracking of all ASAP offenders

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Monitor operations of 24 local ASAP programs for compliance with Commission standards	100 percent of local programs certified.	100 percent local program certification.

Objective: To educate the public regarding the dangers of drinking and driving

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of educational materials distributed through local ASAPs and public venues	Distribute educational materials to 20,000 people across the state.	Distribute educational materials to the entire population of Virginia.

Objective: To assist law enforcement in DUI enforcement and training.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of law enforcement trained in SFST	200 law enforcement personnel annually	1,000 law enforcement annually

Division of Capitol Police

Mission Statement

The Virginia Capitol Police (the nation's oldest law enforcement agency established in 1618) will strive to provide a safe and secure environment for key leaders of the Commonwealth, the seat of government and those who work and visit here by use of protective services, law enforcement and pro-active police activity.

Agency Goals:

- To provide protective service to key leadership of the Commonwealth.
- To prevent and reduce the opportunity for criminal activity at the seat of government.
- To provide protective services to key government facilities.
- To develop and maintain a highly trained, professional law enforcement cadre.
- To include our service population in decisions regarding the scope and type of protective measures implemented at the Seat of Government.
- To operate the agency with reduced overtime expenditures if possible and to be accountable for every dollar of taxpayer money spent.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$5,111,303	\$0	\$5,111,303	\$4,357,249	\$754,054	103.00
FY 2004	\$5,113,907	\$0	\$5,113,907	\$4,357,249	\$756,658	103.00
FY 2005	\$5,329,708	\$0	\$5,329,708	\$4,573,192	\$756,516	103.00
FY 2006	\$5,329,741	\$0	\$5,329,741	\$4,573,192	\$756,549	103.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$5,329,741	\$0	\$5,329,741	\$4,722,756	\$606,985	103.00
FY 2007 Addenda	\$823,328	\$0	\$823,328	\$812,433	\$10,895	0.00
FY 2007 TOTAL	\$6,153,069	\$0	\$6,153,069	\$5,535,189	\$617,880	103.00
FY 2008 Base Budget	\$5,329,741	\$0	\$5,329,741	\$4,722,756	\$606,985	103.00
FY 2008 Addenda	\$823,372	\$0	\$823,372	\$812,433	\$10,939	0.00
FY 2008 TOTAL	\$6,153,113	\$0	\$6,153,113	\$5,535,189	\$617,924	103.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$813,953 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$9,375 (GF). For 2008, \$9,419 (GF).

Agency Service Areas:

Administrative and Support Services

The Virginia Capitol Police provides law enforcement and protective services to the seat of government around the clock every day of the year. These services are provided by police officers and support personnel on foot, vehicle and bicycle patrol, fixed police posts at critical facilities, responding to calls for service for crime and disorder, investigating criminal activity, managing the Emergency Operations Center, providing security clearance background investigations and a variety of other law enforcement and order maintenance services in an urban environment.

Another significant role of the Virginia Capitol Police is the provision of protective services to the Virginia General Assembly during its annual meeting as well as during select times throughout the year. This service is provided by police officers and support employees who ensure that order is maintained in the various meeting locations, screening of persons who enter the Capitol and General Assembly Building for illegal weapons, providing protective services to Members of the Legislature and contributing to the overall support of the legislative process.

In addition, the Virginia Capitol Police provide protective services for the Supreme Court of Virginia including but not limited to protective services for the Justices and courtroom security duties.

It should be noted that much of what the agency does is law enforcement sensitive; tactics, processes, procedures and plans must remain confidential. However, appropriate records and statistics are kept for management, accountability and audit purposes.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,329,741	\$5,329,741	103.00	103.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$813,953	\$813,953	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$9,375	\$9,419	0.00	0.00
Total for Service Area	\$6,153,069	\$6,153,113	103.00	103.00

Objective: Provide protection to the Commonwealth's investment in facilities and employees

Objective: Provide protective services to key officials of the Commonwealth on a regular basis.

Objective: Reduce incidences of crime and disorder at the seat of government.

Division of Legislative Automated Systems

Mission Statement

We represent the interests of the General Assembly by promoting the utilization of information technology to enhance the legislative process.

Agency Goals:

- Create simplified, user-friendly systems and processes for all DLAS customers.
- Provide for accurate and timely processing of legislative information.
- Be wise stewards of agency funds and resources.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,790,884	\$267,980	\$3,058,864	\$1,555,729	\$1,503,135	19.00
FY 2004	\$2,790,978	\$267,980	\$3,058,958	\$1,555,729	\$1,503,229	19.00
FY 2005	\$2,842,612	\$277,527	\$3,120,139	\$1,616,565	\$1,503,574	19.00
FY 2006	\$2,842,760	\$277,527	\$3,120,287	\$1,616,565	\$1,503,722	19.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$2,842,760	\$277,527	\$3,120,287	\$1,616,565	\$1,503,722	19.00
FY 2007 Addenda	\$114,037	\$0	\$114,037	\$111,549	\$2,488	0.00
FY 2007 TOTAL	\$2,956,797	\$277,527	\$3,234,324	\$1,728,114	\$1,506,210	19.00
FY 2008 Base Budget	\$2,842,760	\$277,527	\$3,120,287	\$1,616,565	\$1,503,722	19.00
FY 2008 Addenda	\$115,646	\$0	\$115,646	\$111,549	\$4,097	0.00
FY 2008 TOTAL	\$2,958,406	\$277,527	\$3,235,933	\$1,728,114	\$1,507,819	19.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$112,448 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$1,589 (GF). For 2008, \$3,198 (GF).

Agency Service Areas:

Computer Operations Services

This service provides information technology services for the General Assembly and the Legislative Branch.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,120,287	\$3,120,287	19.00	19.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$112,448	\$112,448	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,589	\$3,198	0.00	0.00
Total for Service Area	\$3,234,324	\$3,235,933	19.00	19.00

Objective: Provide up to date computing tools and facilities with high degree of quality control for information products.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Current level of support by vendors.	Cost of state of the art capabilities.	Highest possible value for the expenditure.
Number of successful implementations of applicable computing innovations.	Successes equal failures.	Successes greater than failures.

Objective: Aggressively control costs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Annual printing object code expenditures.	1994 annual expenditure.	Not to increase annual expenditures.
Reduce expenditures for wage employees.	1994 expenditures.	Not to increase object code expenditures.
Leveraging software technology to consolidate functions.	1994 expenditures.	Not to increase object code expenditures.

Objective: Increase accessibility to legislative information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Adding content to legislative information system.	1994 Legislative information system website.	To increase useful categories of content.

Objective: Ensuring information security, integrity and availability.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Interval of data backups.	Daily backup.	Full data recovery in 99% of cases of accidental loss.
Security breaches.	Industry averages.	No breaches in security.

Division of Legislative Services

Mission Statement

The Division of Legislative Services provides the members of the Virginia General Assembly with the highest quality legal and analytical information, support services and advice.

Agency Goals:

- Draft legislation that is legally accurate, technically correct, and fulfills the requesters intent.
- Offer sound and dependable legal advice as to the constitutionality or probable legal effect of proposed legislation.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$4,423,106	\$67,500	\$4,490,606	\$3,969,297	\$521,309	55.00
FY 2004	\$4,422,940	\$67,500	\$4,490,440	\$3,969,297	\$521,143	55.00
FY 2005	\$4,467,254	\$20,000	\$4,487,254	\$4,123,506	\$363,748	55.00
FY 2006	\$4,502,254	\$20,000	\$4,522,254	\$4,123,506	\$398,748	55.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$4,502,254	\$20,000	\$4,522,254	\$4,123,506	\$398,748	55.00
FY 2007 Addenda	\$336,243	\$0	\$336,243	\$335,753	\$490	0.00
FY 2007 TOTAL	\$4,838,497	\$20,000	\$4,858,497	\$4,459,259	\$399,238	55.00
FY 2008 Base Budget	\$4,502,254	\$20,000	\$4,522,254	\$4,123,506	\$398,748	55.00
FY 2008 Addenda	\$336,740	\$0	\$336,740	\$335,753	\$987	0.00
FY 2008 TOTAL	\$4,838,994	\$20,000	\$4,858,994	\$4,459,259	\$399,735	55.00

Agency Summary of Recommended Operating Budget Addenda

▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$335,753 (GF).

▶ **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$490 (GF). For 2008, \$987 (GF).

Agency Service Areas:

Bill Drafting and Preparation

The agency provides bill drafting and legal services for the members of the General Assembly as well as the Governor, Lieutenant Governor, and Attorney General.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,522,254	\$4,522,254	55.00	55.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$335,753	\$335,753	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$490	\$987	0.00	0.00
Total for Service Area	\$4,858,497	\$4,858,994	55.00	55.00

Objective: Provide the highest quality legal and research staff support for standing committees of the General Assembly, study committees, and other legislative commissions.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Bill Drafting		
Studies		

Objective: Perform reliable and unbiased research and obtain and analyze information for members of the General Assembly and its committees.

Capitol Square Preservation Council

Mission Statement

The Capitol Square Preservation Council operates under the requirements of Title 30, Chapter 28 of the Code of Virginia.

Agency Goals:

- Make plans and recommendations on the architectural, historical, and landscape features of Capitol Square.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$99,469	\$0	\$99,469	\$66,051	\$33,418	2.00
FY 2004	\$99,625	\$0	\$99,625	\$66,051	\$33,574	2.00
FY 2005	\$101,368	\$0	\$101,368	\$67,553	\$33,815	2.00
FY 2006	\$101,471	\$0	\$101,471	\$67,553	\$33,918	2.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$101,471	\$0	\$101,471	\$77,553	\$23,918	2.00
FY 2007 Addenda	\$5,622	\$0	\$5,622	\$5,001	\$621	0.00
FY 2007 TOTAL	\$107,093	\$0	\$107,093	\$82,554	\$24,539	2.00
FY 2008 Base Budget	\$101,471	\$0	\$101,471	\$77,553	\$23,918	2.00
FY 2008 Addenda	\$5,562	\$0	\$5,562	\$5,001	\$561	0.00
FY 2008 TOTAL	\$107,033	\$0	\$107,033	\$82,554	\$24,479	2.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$5,085 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$537 (GF). For 2008, \$477 (GF).

Agency Service Areas:

Architectural Research

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$101,471	\$101,471	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$5,085	\$5,085	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$537	\$477	0.00	0.00
Total for Service Area	\$107,093	\$107,033	2.00	2.00

Objective: Develop recommendations for maintenance and preservation of Capitol area.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Review projects and proposals for Capitol Square preservation.		

Chesapeake Bay Commission

Mission Statement

The Chesapeake Bay Commission is a tri-state legislative authority dedicated to the restoration of the Chesapeake Bay.

Agency Goals:

- Assist the legislatures of Virginia, Maryland, and Pennsylvania in evaluating and responding to problems of mutual concern relating to the Chesapeake Bay.
- Promote intergovernmental cooperation.
- Encourage cooperative coordinated resource planning and action by the signatories and their agencies.
- Provide, where appropriate, through recommendation to the respective legislature, uniformity of legislative application.
- Preserve and enhance the functions, powers and duties of existing offices and agencies of government.
- Recommend improvements in the existing management system of the benefit of the present and future inhabitants of the Chesapeake Bay region.

Customers Served:

- Members of Virginia delegation to the Chesapeake Bay Commission
- Members of the Chesapeake Bay Commission
- Members of the General Assembly

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$174,388	\$0	\$174,388	\$60,284	\$114,104	1.00
FY 2004	\$174,388	\$0	\$174,388	\$60,284	\$114,104	1.00
FY 2005	\$175,856	\$0	\$175,856	\$61,752	\$114,104	1.00
FY 2006	\$205,856	\$0	\$205,856	\$61,752	\$144,104	1.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$205,856	\$0	\$205,856	\$61,752	\$144,104	1.00
FY 2007 Addenda	\$5,500	\$0	\$5,500	\$5,500	\$0	0.00
FY 2007 TOTAL	\$211,356	\$0	\$211,356	\$67,252	\$144,104	1.00
FY 2008 Base Budget	\$205,856	\$0	\$205,856	\$61,752	\$144,104	1.00
FY 2008 Addenda	\$5,500	\$0	\$5,500	\$5,500	\$0	0.00
FY 2008 TOTAL	\$211,356	\$0	\$211,356	\$67,252	\$144,104	1.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$5,500 (GF).

Agency Service Areas:

Resource Management Policy and Program Development

Efforts to work with other states to restore the Chesapeake Bay.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$205,856	\$205,856	1.00	1.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$5,500	\$5,500	0.00	0.00
Total for Service Area	\$211,356	\$211,356	1.00	1.00

Objective: Identify specific Bay management concerns requiring intergovernmental coordination and cooperation; and recommend to the federal, state and local governments that are involved in the Chesapeake Bay region legislative and administrative actions.

Virginia Disability Commission

Mission Statement

Advance a services system that seeks to maximize the self-sufficiency of Virginians with physical and sensory disability.

Agency Goals:

- To recommend legislative policies for the General Assembly in order to provide ongoing support in developing and reviewing services and funding related to Virginians with physical and sensory disabilities.

Customers Served:

- Members of the General Assembly

Customers Served:

- Disabled citizens of the Commonwealth and their families
- Individuals and organizations interested in disability policy

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$0	\$0	\$0	\$0	0.00
FY 2004	\$0	\$0	\$0	\$0	\$0	0.00
FY 2005	\$0	\$0	\$0	\$0	\$0	0.00
FY 2006	\$25,000	\$0	\$25,000	\$0	\$25,000	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$25,000	\$0	\$25,000	\$0	\$25,000	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$25,000	\$0	\$25,000	\$0	\$25,000	0.00
FY 2008 Base Budget	\$25,000	\$0	\$25,000	\$0	\$25,000	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$25,000	\$0	\$25,000	\$0	\$25,000	0.00

Agency Service Areas:

Social Services Coordination

This service area serves as the primary forum in the Commonwealth where the needs and issues of people with disabilities are addressed through the collaboration of members of the legislative and executive branches of state government, and citizens of the Commonwealth. The commission evaluates and advances budget proposals and policy issues oriented towards a service system that maximizes the self-sufficiency of Virginians with disabilities. The commission also advises on local, state and federal policies and programs relevant to citizens with disabilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$25,000	\$25,000	0.00	0.00
Total for Service Area	\$25,000	\$25,000	0.00	0.00

Objective: Evaluate and advance budget proposals and policy issues oriented towards a service system that maximizes the self-sufficiency of Virginians with disabilities.

Dr. Martin Luther King, Jr. Memorial Commission

Mission Statement

To continue the work and promote the legacy of Dr. Martin Luther King, Jr.

Agency Goals:

- To facilitate racial equality, and economic and social justice in the Commonwealth.

Customers Served:

- Members of the General Assembly
- State education agencies

Customers Served:

- Public and private schools and colleges
- Professional associations and community organizations
- General public

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$40,000	\$0	\$40,000	\$0	\$40,000	0.00
FY 2004	\$40,000	\$0	\$40,000	\$0	\$40,000	0.00
FY 2005	\$50,000	\$0	\$50,000	\$0	\$50,000	0.00
FY 2006	\$50,000	\$0	\$50,000	\$0	\$50,000	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$50,000	\$0	\$50,000	\$5,000	\$45,000	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$50,000	\$0	\$50,000	\$5,000	\$45,000	0.00
FY 2008 Base Budget	\$50,000	\$0	\$50,000	\$5,000	\$45,000	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$50,000	\$0	\$50,000	\$5,000	\$45,000	0.00

Agency Service Areas:

Human Relations Management

The commission is composed of 18 members that consist of 10 legislative members and eight nonlegislative citizen members. In this service area the commission promotes the legacy and continuation of the work of Dr. Martin Luther King, Jr., particularly racial, economic and social justice, through academic scholarship, and research, public policy analyses, community service; through , and a variety of activities that foster racial, economic, and social justice. The activities include: hosting public forums on contemporary issues, coordinating and leading year-round education and commemorative activities, including the federal and state King Holiday; and facilitate public policy analysis relative to his principle sand teachings collaborating with state and national agencies, professional associations, and community groups on matters of mutual interest.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$50,000	\$50,000	0.00	0.00
Total for Service Area	\$50,000	\$50,000	0.00	0.00

Objective: To conduct education, policy analysis, studies, research, academic scholarship, and community service to achieve the goal and mission of the Commission.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Recommended legislation		
Outreach activities		

Joint Commission on Health Care

Mission Statement

To provide a forum for studying, reporting, and formulating public policy recommendations for the General Assembly’s consideration in order to advance the provision of accessible, affordable, quality health care, long-term care, and behavioral health care for all Virginians.

Agency Goals:

- To assist the Commonwealth “as provider, financier, and regulator...[to adopt] the most cost-effective and efficacious means of delivery of health care services so that the greatest number of Virginians receive quality health care.” (Code of VA § 30-168.).

Customers Served:

- Members of the General Assembly
- Executive and judicial branch representatives
- Other stakeholders in the health care arena

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$436,637	\$0	\$436,637	\$357,648	\$78,989	4.00
FY 2004	\$436,637	\$0	\$436,637	\$357,648	\$78,989	4.00
FY 2005	\$443,502	\$0	\$443,502	\$363,625	\$79,877	4.00
FY 2006	\$443,882	\$0	\$443,882	\$363,625	\$80,257	4.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$443,882	\$0	\$443,882	\$363,625	\$80,257	4.00
FY 2007 Addenda	\$17,887	\$0	\$17,887	\$15,596	\$2,291	0.00
FY 2007 TOTAL	\$461,769	\$0	\$461,769	\$379,221	\$82,548	4.00
FY 2008 Base Budget	\$443,882	\$0	\$443,882	\$363,625	\$80,257	4.00
FY 2008 Addenda	\$17,666	\$0	\$17,666	\$15,596	\$2,070	0.00
FY 2008 TOTAL	\$461,548	\$0	\$461,548	\$379,221	\$82,327	4.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$15,906 (GF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$1,981 (GF). For 2008, \$1,760 (GF).

Agency Service Areas:

Health Policy Research

The commission is composed of 18 legislative members. It studies how to provide, regulate, license, and deliver health care to ensure that the greatest number of Virginians receive quality, cost-effective health care services. The commission reports annually to the Governor and General Assembly.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$443,882	\$443,882	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$15,906	\$15,906	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,981	\$1,760	0.00	0.00
Total for Service Area	\$461,769	\$461,548	4.00	4.00

Objective: To study and make recommendations regarding health care issues which are of interest and importance to the General Assembly.

Joint Commission on Technology and Science

Mission Statement

The Joint Commission on Technology and Science operates under the requirements of Title 30, Chapter 11 of the Code of Virginia.

Agency Goals:

- To provide leadership in the General Assembly for identifying and formulating public policy regarding science and technology issues in the Commonwealth.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$162,971	\$0	\$162,971	\$138,971	\$24,000	2.00
FY 2004	\$162,971	\$0	\$162,971	\$138,971	\$24,000	2.00
FY 2005	\$165,709	\$0	\$165,709	\$141,709	\$24,000	2.00
FY 2006	\$165,709	\$0	\$165,709	\$141,709	\$24,000	2.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$165,709	\$0	\$165,709	\$149,709	\$16,000	2.00
FY 2007 Addenda	\$8,572	\$0	\$8,572	\$8,572	\$0	0.00
FY 2007 TOTAL	\$174,281	\$0	\$174,281	\$158,281	\$16,000	2.00
FY 2008 Base Budget	\$165,709	\$0	\$165,709	\$149,709	\$16,000	2.00
FY 2008 Addenda	\$8,572	\$0	\$8,572	\$8,572	\$0	0.00
FY 2008 TOTAL	\$174,281	\$0	\$174,281	\$158,281	\$16,000	2.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$8,572 (GF).

Agency Service Areas:

Technology Research

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$165,709	\$165,709	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$8,572	\$8,572	0.00	0.00
Total for Service Area	\$174,281	\$174,281	2.00	2.00

Objective: To identify emerging issues in science and technology that affect the laws and policies of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Science and Technology issues studied.		

Commissioners for the Promotion of Uniformity of Legislation in the United States

Mission Statement

The Commissioners for the Promotion of Uniformity of Legislation operates under the requirements of Title 30, Chapter 29, of the Code of Virginia.

Agency Goals:

- Facilitate the flow of commercial transactions across state lines.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$39,500	\$0	\$39,500	\$0	\$39,500	0.00
FY 2004	\$39,500	\$0	\$39,500	\$0	\$39,500	0.00
FY 2005	\$60,500	\$0	\$60,500	\$0	\$60,500	0.00
FY 2006	\$62,500	\$0	\$62,500	\$0	\$62,500	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$62,500	\$0	\$62,500	\$0	\$62,500	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$62,500	\$0	\$62,500	\$0	\$62,500	0.00
FY 2008 Base Budget	\$62,500	\$0	\$62,500	\$0	\$62,500	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$62,500	\$0	\$62,500	\$0	\$62,500	0.00

Agency Service Areas:

Interstate Affairs

Resolve conflicts of law common to all states

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$62,500	\$62,500	0.00	0.00
Total for Service Area	\$62,500	\$62,500	0.00	0.00

Objective: To develop comprehensive acts that resolve conflicts of law problems for all states.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
State laws		

Objective: Provide reciprocity of rights and remedies between the states and their residents.

State Water Commission

Mission Statement

The State Water Commission operates under Title 30, Chapter 24, of the Code of Virginia

Agency Goals:

- Assist the General Assembly in establishing the Commonwealth's water policies.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00
FY 2004	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00
FY 2005	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00
FY 2006	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00
FY 2008 Base Budget	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$10,160	\$0	\$10,160	\$3,000	\$7,160	0.00

Agency Service Areas:

Environmental Policy and Program Development

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,160	\$10,160	0.00	0.00
Total for Service Area	\$10,160	\$10,160	0.00	0.00

Objective: To study all aspects of water supply and water allocation problems in the Commonwealth

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of water related policies recommended to the General Assembly		

Virginia Coal And Energy Commission

Mission Statement

The Virginia Coal and Energy Commission operates under the requirements of Title 30, Chapter 25, of the Code of Virginia.

Agency Goals:

- Investigate and consider such questions and problems relating to the field of coal and energy utilization and alternative energy sources.

Customers Served:

- Members General Assembly

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00
FY 2004	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00
FY 2005	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00
FY 2006	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00
FY 2008 Base Budget	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$21,320	\$0	\$21,320	\$4,000	\$17,320	0.00

Agency Service Areas:

Energy Conservation Advisory Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$21,320	\$21,320	0.00	0.00
Total for Service Area	\$21,320	\$21,320	0.00	0.00

Objective: To study all aspects of coal as an energy resource and endeavor to stimulate, encourage, promote, and assist in the development of all alternative energy resources.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Legislation relating to energy measures		

Virginia Code Commission

Mission Statement

To supervise the codification of the statutes in the Code of Va., serve as the central repository for all state agency regulations, and oversee the publication of the Va. Register of Regulations and the Va. Administrative Code.

Agency Goals:

- Maintain the Virginia Code and the Virginia Register.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$258,538	\$24,000	\$282,538	\$48,107	\$234,431	0.00
FY 2004	\$38,538	\$24,000	\$62,538	\$48,107	\$14,431	0.00
FY 2005	\$38,538	\$24,000	\$62,538	\$18,900	\$43,638	0.00
FY 2006	\$38,538	\$24,000	\$62,538	\$18,900	\$43,638	0.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$38,538	\$24,000	\$62,538	\$18,900	\$43,638	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$38,538	\$24,000	\$62,538	\$18,900	\$43,638	0.00
FY 2008 Base Budget	\$38,538	\$24,000	\$62,538	\$18,900	\$43,638	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$38,538	\$24,000	\$62,538	\$18,900	\$43,638	0.00

Agency Service Areas:

Code Modernization

To supervise the codification of the statutes in the Code of Va., serve as the central repository for all state agency regulations, and oversee the publication of the Va. Register of Regulations and the Va. Administrative Code.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$62,538	\$62,538	0.00	0.00
Total for Service Area	\$62,538	\$62,538	0.00	0.00

Objective: Maintain current law through annual code supplements and replacement volumes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Update Code		
Publication of Register.		

Objective: Maintain current regulations for the Register and Administrative Code.

Virginia Commission On Youth

Mission Statement

The purpose of the Commission is to study and provide recommendations addressing the needs and services to the Commonwealth's youth and their families.

Agency Goals:

- The Virginia Commission on Youth studies the operations, management, jurisdiction or powers of any such department, board, bureau, commission, authority or other agency which has responsibility for services to youth to accomplish its purposes.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$312,485	\$0	\$312,485	\$248,252	\$64,233	3.00
FY 2004	\$312,485	\$0	\$312,485	\$248,252	\$64,233	3.00
FY 2005	\$292,178	\$0	\$292,178	\$251,628	\$40,550	3.00
FY 2006	\$292,178	\$0	\$292,178	\$251,628	\$40,550	3.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$292,178	\$0	\$292,178	\$251,628	\$40,550	3.00
FY 2007 Addenda	\$13,407	\$0	\$13,407	\$13,407	\$0	0.00
FY 2007 TOTAL	\$305,585	\$0	\$305,585	\$265,035	\$40,550	3.00
FY 2008 Base Budget	\$292,178	\$0	\$292,178	\$251,628	\$40,550	3.00
FY 2008 Addenda	\$13,407	\$0	\$13,407	\$13,407	\$0	0.00
FY 2008 TOTAL	\$305,585	\$0	\$305,585	\$265,035	\$40,550	3.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$13,407 (GF).

Agency Service Areas:

Social Services Research and Planning

This service area studies and provides recommendations addressing the needs of and service to the Commonwealth's youth and their families.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$292,178	\$292,178	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,407	\$13,407	0.00	0.00
Total for Service Area	\$305,585	\$305,585	3.00	3.00

Objective: Provide a bipartisan forum of complex issues related to youth and their families.

Objective: Educate interested groups on Commission studies.

Objective: Serve on varied private and governmental task forces convened on children's issues.

Objective: Monitor developments in federal, state and local policies and laws which impact youth and their families.

Objective: Contribute to the General Assembly's ability to make sound policy decisions based on well-studied and reasoned recommendations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Study needs		

Objective: Assist members in developing bills on study issues which reflect consensus among key agencies, organizations and special interests.

Objective: Conduct legislative studies on issues related to youth and their families.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Conduct studies		

Objective: Serve as a resource for constituent concerns and the general public.

Objective: Perform research on youth related topics at the request of members.

Objective: Publish a yearly newsletter outlining the major legislative and budgetary initiatives impacting children and youth each year following the General Assembly Session.

Objective: Address professional associations, civic and community groups on the legislative process, state and national policy issues impacting youth, and specific topical areas.

Virginia State Crime Commission

Mission Statement

The Virginia State Crime Commission is a legislative agency authorized by the Code of Virginia § 30-156 to 164 to research and make recommendations on all aspects of criminal justice and public safety issues.

Agency Goals:

- The commission focuses on issues related to 1) institutional and community corrections; 2) education and treatment of inmates; 3) powers of law enforcement officers; 4) training and compensation of criminal justice professionals; and 5) criminal statutes.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$391,606	\$163,293	\$554,899	\$516,363	\$38,536	9.00
FY 2004	\$413,799	\$103,116	\$516,915	\$516,363	\$552	9.00
FY 2005	\$465,133	\$104,766	\$569,899	\$425,419	\$144,480	9.00
FY 2006	\$483,670	\$104,766	\$588,436	\$425,419	\$163,017	9.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$483,670	\$104,766	\$588,436	\$553,419	\$35,017	9.00
FY 2007 Addenda	\$17,729	\$15,880	\$33,609	\$33,609	\$0	0.00
FY 2007 TOTAL	\$501,399	\$120,646	\$622,045	\$587,028	\$35,017	9.00
FY 2008 Base Budget	\$483,670	\$104,766	\$588,436	\$553,419	\$35,017	9.00
FY 2008 Addenda	\$17,729	\$15,880	\$33,609	\$33,609	\$0	0.00
FY 2008 TOTAL	\$501,399	\$120,646	\$622,045	\$587,028	\$35,017	9.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$17,729 (GF) and \$15,880 (NGF).

Agency Service Areas:

Criminal Justice Research

Studies all aspects of criminal justice and public safety issues.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$588,436	\$588,436	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$33,609	\$33,609	0.00	0.00
Total for Service Area	\$622,045	\$622,045	9.00	9.00

Objective: Make recommendations as it deems appropriate with respect to criminal justice issues and coordinates the proposals and recommendations of all commissions and agencies as to legislation affecting crime, crime control and criminal procedure.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Strong study techniques		

Virginia Freedom of Information Advisory Council

Mission Statement

the Council provides guidance to those seeking information under the freedom of information act (FOIA). Through training, publishing of educational materials, and by issuing advisory opinions, whether oral or written, the Council hopes to resolve disputes by clarifying what the law requires and to guide future practices.

Agency Goals:

- Provide opinions both formal, written opinions as well as more informal opinions via the telephone or e-mail, about the application and interpretation of FOIA.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$147,841	\$0	\$147,841	\$130,371	\$17,470	1.50
FY 2004	\$147,841	\$0	\$147,841	\$130,371	\$17,470	1.50
FY 2005	\$149,960	\$0	\$149,960	\$132,490	\$17,470	1.50
FY 2006	\$149,960	\$0	\$149,960	\$132,490	\$17,470	1.50

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$149,960	\$0	\$149,960	\$132,490	\$17,470	1.50
FY 2007 Addenda	\$9,136	\$0	\$9,136	\$9,136	\$0	0.00
FY 2007 TOTAL	\$159,096	\$0	\$159,096	\$141,626	\$17,470	1.50
FY 2008 Base Budget	\$149,960	\$0	\$149,960	\$132,490	\$17,470	1.50
FY 2008 Addenda	\$9,136	\$0	\$9,136	\$9,136	\$0	0.00
FY 2008 TOTAL	\$159,096	\$0	\$159,096	\$141,626	\$17,470	1.50

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$9,136 (GF).

Agency Service Areas:

Public Information Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$149,960	\$149,960	1.50	1.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$9,136	\$9,136	0.00	0.00
Total for Service Area	\$159,096	\$159,096	1.50	1.50

Objective: Conduct FOIA training seminars.

Objective: Publish educational materials.

Objective: Keep abreast of trends, developments in judicial decisions, and emerging issues.

Objective: Serve as a forum for the discussin, study, and resolution of FOIA and related public access issues.

Objective: Resolve disputes and clarify ambiguities in the law.

Objective: Report annually its findings and recommendations to the General Assembly and the Governor.

Virginia Housing Commission

Mission Statement

The Virginia Housing Study Commission operates under the requirements of several Acts of Assembly consisting of: Chapter 295 of the 1970 Acts; Chapter 322 of the 1972 Acts; Chapter 520 of the 1974 Acts; and Chapter 141 of the 1976 Acts.

Agency Goals:

- Provide recommendations to the General Assembly to ensure and foster the availability of safe, sound, and affordable housing for every Virginian.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$153,180	\$0	\$153,180	\$100,964	\$52,216	2.00
FY 2004	\$0	\$153,180	\$153,180	\$100,964	\$52,216	2.00
FY 2005	\$0	\$156,005	\$156,005	\$103,789	\$52,216	2.00
FY 2006	\$20,000	\$0	\$20,000	\$103,789	(\$83,789)	2.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$20,000	\$0	\$20,000	\$6,000	\$14,000	2.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	-2.00
FY 2007 TOTAL	\$20,000	\$0	\$20,000	\$6,000	\$14,000	0.00
FY 2008 Base Budget	\$20,000	\$0	\$20,000	\$6,000	\$14,000	2.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	-2.00
FY 2008 TOTAL	\$20,000	\$0	\$20,000	\$6,000	\$14,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates.

► **Correct authorized position level**

Eliminates two special fund positions to coincide with action by the General Assembly in the 2005 Session to remove the special fund dollars. For 2007, a reduction of two positions.

Agency Service Areas:

Housing Research and Planning

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$20,000	\$20,000	2.00	2.00
<i>Correct authorized position level</i>	\$0	\$0	-2.00	-2.00
Total for Service Area	\$20,000	\$20,000	0.00	0.00

Objective: Reviewing legislation and studies referred to the Commission by the General Assembly and legislative standing committees.

Key Performance Measure(s)**Measure Baseline(s)****Measure Targets(s)**

Legislative actions and policies related to affordable housing

Joint Legislative Audit and Review Commission

Mission Statement

The mission of the Joint Legislative Audit and Review Commission (JLARC) is to provide the General Assembly with an objective and vigorous oversight capability. Through analytic research and evaluation, the Commission aids in ensuring that the Legislature is informed about State program operations, agencies fulfill legislative intent, and programs operate efficiently, effectively, and economically.

Agency Goals:

- Provide the General Assembly with reliable and valid information for use in legislative decision-making.
- Monitor and report whether State agencies and programs are in compliance with legislative intent concerning appropriations and objectives.
- Determine whether State agencies and programs meet criteria of efficiency, effectiveness, and economy and make recommendations for improvements.

Customers Served:

- Members of the Virginia General Assembly
- State Agencies
- Citizens of Virginia

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,721,696	\$97,871	\$2,819,567	\$2,530,113	\$289,454	37.00
FY 2004	\$2,721,696	\$97,871	\$2,819,567	\$2,530,113	\$289,454	37.00
FY 2005	\$2,809,438	\$99,701	\$2,909,139	\$2,619,514	\$289,625	37.00
FY 2006	\$2,809,438	\$99,701	\$2,909,139	\$2,619,514	\$289,625	37.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$2,809,438	\$99,701	\$2,909,139	\$2,658,410	\$250,729	37.00
FY 2007 Addenda	\$170,028	\$5,837	\$175,865	\$175,077	\$788	0.00
FY 2007 TOTAL	\$2,979,466	\$105,538	\$3,085,004	\$2,833,487	\$251,517	37.00
FY 2008 Base Budget	\$2,809,438	\$99,701	\$2,909,139	\$2,658,410	\$250,729	37.00
FY 2008 Addenda	\$170,827	\$5,837	\$176,664	\$175,077	\$1,587	0.00
FY 2008 TOTAL	\$2,980,265	\$105,538	\$3,085,803	\$2,833,487	\$252,316	37.00

Agency Summary of Recommended Operating Budget Addenda

▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$169,240 (GF) and \$5,837 (NGF).

▶ **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$788 (GF). For 2008, \$1,587 (GF).

Agency Service Areas:

Performance Audits and Evaluation

JLARC has one service area, Performance Audits and Evaluation. This service area directly supports the agency mission to provide the General Assembly with an objective and vigorous oversight capability. It encompasses the full range of research and oversight activities of the agency, including the major evaluation studies, retirement system oversight, fiscal analysis, and other continuing responsibilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,909,139	\$2,909,139	37.00	37.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$175,077	\$175,077	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$788	\$1,587	0.00	0.00
Total for Service Area	\$3,085,004	\$3,085,803	37.00	37.00

Objective: Complete management reviews and evaluations

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Informational and Evaluative Products	A new measure, so no baseline is available.	The number of products will vary based on the number of requests.
Products Completed on Time	100 %	100 %
Recommendations Implemented	A new measure, so no baseline is available.	75 %
Recent Dollar Savings	A new measure, so no baseline is available.	Identify and document legitimate opportunities to achieve savings, where applicable
Cumulative Dollar Savings	\$473 million since 1975	Identify and document legitimate opportunities to achieve savings, where applicable

Virginia Commission On Intergovernmental Cooperation

Mission Statement

The Commission provides state legislators with the opportunity to exchange ideas and programs with officials of other states and to formulate proposals for cooperation between states by participating in the Council of State Governments, the National Conference of State Legislators, the Southern Legislative Conference, and the American Legislative Exchange Commission, as well as other regional and national organizations.

Agency Goals:

- To represent the Virginia General Assembly in the discussion of public policy on a national and regional basis by providing the opportunity for communicating among legislators.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$676,215	\$0	\$676,215	\$50,000	\$626,215	0.00
FY 2004	\$676,215	\$0	\$676,215	\$50,000	\$626,215	0.00
FY 2005	\$676,330	\$0	\$676,330	\$50,000	\$626,330	0.00
FY 2006	\$676,330	\$0	\$676,330	\$50,000	\$626,330	0.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$676,330	\$0	\$676,330	\$50,000	\$626,330	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$676,330	\$0	\$676,330	\$50,000	\$626,330	0.00
FY 2008 Base Budget	\$676,330	\$0	\$676,330	\$50,000	\$626,330	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$676,330	\$0	\$676,330	\$50,000	\$626,330	0.00

Agency Service Areas:

Interstate Affairs

Provide for the participation in national and regional organizations by legislators.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$676,330	\$676,330	0.00	0.00
Total for Service Area	\$676,330	\$676,330	0.00	0.00

Objective: To support regional and national organizations that provides a forum for the discussion of policy issues.

Objective: To enable legislators to attend meetings sponsored by these national and regional organizations.

Legislative Department Reversion Clearing Account

Mission Statement

This central account holds funds to cover unexpected cost increases or transfers for legislative agencies. The account gives needed flexibility to transfer funds during budget execution. The Joint Rules Committee must approve all transfers.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$170,320	\$0	\$170,320	\$0	\$170,320	0.00
FY 2004	(\$420,680)	\$0	(\$420,680)	\$0	(\$420,680)	0.00
FY 2005	(\$420,680)	\$0	(\$420,680)	\$0	(\$420,680)	0.00
FY 2006	(\$420,680)	\$0	(\$420,680)	\$0	(\$420,680)	0.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	(\$420,680)	\$0	(\$420,680)	\$0	(\$420,680)	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	(\$420,680)	\$0	(\$420,680)	\$0	(\$420,680)	0.00
FY 2008 Base Budget	(\$420,680)	\$0	(\$420,680)	\$0	(\$420,680)	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	(\$420,680)	\$0	(\$420,680)	\$0	(\$420,680)	0.00

Agency Service Areas:

Across the Board Reduction

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	(\$547,000)	(\$547,000)	0.00	0.00
Total for Service Area	(\$547,000)	(\$547,000)	0.00	0.00

Undesignated Support for Enactment of Laws Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$126,320	\$126,320	0.00	0.00
Total for Service Area	\$126,320	\$126,320	0.00	0.00



Judicial Department

The Judicial Department includes Virginia's system of courts. It has responsibility for legal proceedings for criminal offenses and civil issues, including custody and control of children, divorce and other family matters, traffic offenses, and the appointment of electoral boards. The courts also review decisions of quasi-judicial agencies such as the Virginia Workers' Compensation Commission and State Corporation Commission. The courts order funding for indigent defense through the "criminal fund" and for involuntary mental commitments through the "involuntary mental commitment fund." In addition to the court system, the Judicial Department includes other agencies that regulate the legal profession, as well as the Indigent Defense Commission and the Virginia Criminal Sentencing Commission.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$289,716,264	\$12,484,579	\$302,200,843	\$189,042,006	\$113,158,837	2,897.21
FY 2004	\$290,952,666	\$12,004,150	\$302,956,816	\$187,730,556	\$115,226,260	2,899.21
FY 2005	\$306,151,932	\$13,855,716	\$320,007,648	\$200,914,916	\$119,092,732	3,076.71
FY 2006	\$315,717,274	\$15,268,973	\$330,986,247	\$202,309,776	\$128,676,471	3,117.71
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$315,717,274	\$15,268,973	\$330,986,247	\$212,934,044	\$118,052,203	3,117.71
FY 2007 Addenda	\$26,954,931	\$928,023	\$27,882,954	\$11,904,330	\$15,978,624	21.00
FY 2007 TOTAL	\$342,672,205	\$16,196,996	\$358,869,201	\$224,838,374	\$134,030,827	3,138.71
FY 2008 Base Budget	\$315,717,274	\$15,268,973	\$330,986,247	\$212,934,044	\$118,052,203	3,117.71
FY 2008 Addenda	\$27,434,049	\$1,050,295	\$28,484,344	\$11,956,852	\$16,527,492	21.00
FY 2008 TOTAL	\$343,151,323	\$16,319,268	\$359,470,591	\$224,890,896	\$134,579,695	3,138.71

Supreme Court of Virginia

Mission Statement

The Supreme Court of Virginia provides an independent, accessible, responsive forum for the just resolution of disputes in order to preserve the rule of law and to protect all rights and liberties guaranteed by the United States and Virginia constitutions.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$17,355,180	\$478,786	\$17,833,966	\$8,775,486	\$9,058,480	109.63
FY 2004	\$17,421,188	\$478,786	\$17,899,974	\$8,717,686	\$9,182,288	109.63
FY 2005	\$17,850,457	\$535,571	\$18,386,028	\$9,946,167	\$8,439,861	109.63
FY 2006	\$19,541,699	\$1,517,828	\$21,059,527	\$10,484,926	\$10,574,601	118.63
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$19,541,699	\$1,517,828	\$21,059,527	\$10,594,926	\$10,464,601	118.63
FY 2007 Addenda	\$4,564,628	(\$965,718)	\$3,598,910	\$963,612	\$2,635,298	0.00
FY 2007 TOTAL	\$24,106,327	\$552,110	\$24,658,437	\$11,558,538	\$13,099,899	118.63
FY 2008 Base Budget	\$19,541,699	\$1,517,828	\$21,059,527	\$10,594,926	\$10,464,601	118.63
FY 2008 Addenda	\$4,154,717	(\$965,718)	\$3,188,999	\$963,612	\$2,225,387	0.00
FY 2008 TOTAL	\$23,696,416	\$552,110	\$24,248,526	\$11,558,538	\$12,689,988	118.63

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.3 million (GF) and \$51,282 (NGF).
- ▶ **Remove transfer to drug courts**
Removes one-time nongeneral fund support from the drug courts. A separate adjustment adds general funds for the drug courts and more accurately reflects the funding needs. For each year, a reduction of \$1.0 million (NGF).
- ▶ **Transfer judicial pay raises to appropriate budget units**
Transfers budget authority for judicial pay raises to the appropriate agency budget. For each year, a reduction of \$1.3 million (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$199,577 (GF). For 2008, \$192,166 (GF).
- ▶ **Provide funding for judicial expenses**
Provides additional funding for expenses not otherwise reimbursed. For each year, \$56,000 (GF).
- ▶ **Increase general fund support for drug courts**
Provides general fund support for 14 drug courts to replace expiring federal grants and other nongeneral fund support. For each year, \$2.5 million (GF).
- ▶ **Establish funding for drug courts not currently receiving state funding**
Provides funds for two existing drug courts that are not currently receiving state funding. For each year, \$367,000 (GF).
- ▶ **Add funding for magistrate system study**
Provides funding for review of the magistrate system and recommendations on efficiency changes, including evaluation of 24-hour service availability and video conferencing. For 2007, \$250,000 (GF).

► **Establish a three site pilot program**

Establishes a pilot program to provide on-site Spanish language courses to court employees so that they may deal more efficiently and clearly with Spanish-speaking customers. For 2007, \$19,500 (GF). For 2008, \$117,000 (GF).

► **Assess court system technology needs**

Provides funding to study the technology needs of the court system and to develop a comprehensive technology plan. For 2007, \$250,000 (GF).

Agency Service Areas:

Appellate Review

Efforts to obtain judicial review of decisions of the trial courts in both civil and criminal cases

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,584,177	\$6,584,177	51.63	51.63
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,605,161	\$1,605,161	0.00	0.00
<i>Transfer judicial pay raises to appropriate budget units</i>	(\$1,318,854)	(\$1,318,854)	0.00	0.00
<i>Provide funding for judicial expenses</i>	\$56,000	\$56,000	0.00	0.00
Total for Service Area	\$6,926,484	\$6,926,484	51.63	51.63

Other Court Costs And Allowances (Criminal Fund)

Efforts to provide statutorily authorized services incident to the trial of criminal cases, including court-appointed attorneys for indigent defendants in criminal cases, per diem payments to jurors, allowances to witnesses, interpreters and services of court reporters.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,900	\$10,900	0.00	0.00
Total for Service Area	\$10,900	\$10,900	0.00	0.00

Law Library Services

To provide readily accessible legal reference and research needs of the Supreme Court of Virginia, the Court of Appeals of Virginia and the legal community, through the utilization of the broad range of available media and technology.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$873,834	\$873,834	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$21,045	\$21,045	0.00	0.00
Total for Service Area	\$894,879	\$894,879	4.00	4.00

Adjudicatory Coordination

Efforts to provide coordination to maintain and improve the functioning of the court system. The Judicial Council advises the Supreme Court and General Assembly on changes in the number of circuit court judges, alterations of judicial circuit boundaries, and changes in Rules of Court.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$25,000	\$25,000	0.00	0.00
Total for Service Area	\$25,000	\$25,000	0.00	0.00

Judicial Training

Efforts to provide continuing legal education to judges, magistrates, and clerks.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$782,140	\$782,140	0.00	0.00
<i>Establish a three site pilot program</i>	\$19,500	\$117,000	0.00	0.00
Total for Service Area	\$801,640	\$899,140	0.00	0.00

Physician Regulation

Efforts to review and regulate the practice of medicine through medical malpractice review panels.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$25,000	\$25,000	0.00	0.00
Total for Service Area	\$25,000	\$25,000	0.00	0.00

Administrative And Support Services

Efforts to provide administrative management and direction including, human resources, fiscal services (budgeting, accounting, accounts payable), purchasing and warehousing, information technology, legal research, and planning.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,758,476	\$12,758,476	63.00	63.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$687,481	\$687,481	0.00	0.00
<i>Remove transfer to drug courts</i>	(\$1,017,000)	(\$1,017,000)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$199,577	\$192,166	0.00	0.00
<i>Increase general fund support for drug courts</i>	\$2,479,000	\$2,479,000	0.00	0.00
<i>Establish funding for drug courts not currently receiving state funding</i>	\$367,000	\$367,000	0.00	0.00
<i>Add funding for magistrate system study</i>	\$250,000	\$0	0.00	0.00
<i>Assess court system technology needs</i>	\$250,000	\$0	0.00	0.00
Total for Service Area	\$15,974,534	\$15,467,123	63.00	63.00

Court Of Appeals Of Virginia

Mission Statement

The Court of Appeals of Virginia provides an independent, accessible, responsive forum for the just resolution of disputes in order to preserve the rule of law and to protect all rights and liberties guaranteed by the United States and Virginia constitutions.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$5,666,341	\$0	\$5,666,341	\$5,160,337	\$506,004	55.13
FY 2004	\$5,672,776	\$0	\$5,672,776	\$5,150,337	\$522,439	55.13
FY 2005	\$5,864,977	\$0	\$5,864,977	\$5,289,410	\$575,567	55.13
FY 2006	\$6,794,916	\$0	\$6,794,916	\$6,109,511	\$685,405	66.13

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$6,794,916	\$0	\$6,794,916	\$6,109,511	\$685,405	66.13
FY 2007 Addenda	\$298,112	\$0	\$298,112	\$272,063	\$26,049	0.00
FY 2007 TOTAL	\$7,093,028	\$0	\$7,093,028	\$6,381,574	\$711,454	66.13
FY 2008 Base Budget	\$6,794,916	\$0	\$6,794,916	\$6,109,511	\$685,405	66.13
FY 2008 Addenda	\$295,596	\$0	\$295,596	\$272,063	\$23,533	0.00
FY 2008 TOTAL	\$7,090,512	\$0	\$7,090,512	\$6,381,574	\$708,938	66.13

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$202,651 (GF).

► Transfer judicial pay raises from budget agency Supreme Court of Virginia

Transfers budget authority for judicial pay raises from the Supreme Court of Virginia to the appropriate judicial agency. For each year, \$72,924 (GF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$22,537 (GF). For 2008, \$20,021 (GF).

Agency Service Areas:

Appellate Review

Efforts to obtain judicial review of decisions of the trial courts in both civil and criminal cases; any final decision of the circuit court on appeal from a decision of an administrative agency and any final decision of the Worker's Compensation Commission; and any case involving affirmance of a marriage, divorce, custody, spousal or child support of the control or disposition of juvenile and domestic relations cases.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,789,916	\$6,789,916	66.13	66.13
<i>Transfer centrally funded amounts to agency budgets</i>	\$202,651	\$202,651	0.00	0.00
<i>Transfer judicial pay raises from budget agency Supreme Court of Virginia</i>	\$72,924	\$72,924	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$22,537	\$20,021	0.00	0.00
Total for Service Area	\$7,088,028	\$7,085,512	66.13	66.13

Other Court Costs And Allowances (Criminal Fund)

Efforts to provide statutorily authorized services incident to the trial of criminal cases, including court-appointed attorneys for indigent defendants in criminal cases, per diem payments to jurors, allowances to witnesses, interpreters and services of court reporters.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,000	\$5,000	0.00	0.00
Total for Service Area	\$5,000	\$5,000	0.00	0.00

Circuit Courts

Mission Statement

The Circuit Courts provide an independent, accessible, responsive forum for the just resolution of disputes in order to preserve the rule of law and to protect all rights and liberties guaranteed by the United States and Virginia constitutions.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$79,920,857	\$198,600	\$80,119,457	\$30,654,241	\$49,465,216	157.00
FY 2004	\$81,173,987	\$198,600	\$81,372,587	\$30,654,241	\$50,718,346	157.00
FY 2005	\$71,659,520	\$300,000	\$71,959,520	\$31,844,386	\$40,115,134	162.00
FY 2006	\$75,218,598	\$300,000	\$75,518,598	\$31,844,386	\$43,674,212	163.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$75,218,598	\$300,000	\$75,518,598	\$33,068,508	\$42,450,090	163.00
FY 2007 Addenda	\$10,200,569	\$0	\$10,200,569	(\$371,046)	\$10,571,615	0.00
FY 2007 TOTAL	\$85,419,167	\$300,000	\$85,719,167	\$32,697,462	\$53,021,705	163.00
FY 2008 Base Budget	\$75,218,598	\$300,000	\$75,518,598	\$33,068,508	\$42,450,090	163.00
FY 2008 Addenda	\$11,450,569	\$0	\$11,450,569	(\$371,046)	\$11,821,615	0.00
FY 2008 TOTAL	\$86,669,167	\$300,000	\$86,969,167	\$32,697,462	\$54,271,705	163.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, a reduction of \$371,046 (GF).

► **Increase funds for criminal indigent defense**

Provides additional funds to pay court costs of low-income persons. The major expenditure in this fund is for the services of court appointed attorneys for indigent defendants in criminal cases. Based on the forecast of estimated cost, additional funding is needed. For each year, \$9.3 million (GF).

► **Provide criminal fund rate increase**

Provides additional funds to pay court appointed attorneys an amount closer to the allowed cap. For 2007, \$1.2 million (GF). For 2008, \$2.5 million (GF).

Agency Service Areas:

Trial Processes

Efforts to reach a judicial decision on the guilt or innocence of alleged offenders of criminal law, and to reach a judicial decision on the litigation of civil disputes between parties subject to the jurisdiction of the courts of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$36,631,688	\$36,631,688	163.00	163.00
<i>Transfer centrally funded amounts to agency budgets</i>	(\$371,046)	(\$371,046)	0.00	0.00
Total for Service Area	\$36,260,642	\$36,260,642	163.00	163.00

Other Court Costs And Allowances (Criminal Fund)

Efforts to provide statutorily authorized services incident to the trial of criminal cases, including court-appointed attorneys for indigent defendants in criminal cases, per diem payments to jurors, allowances to witnesses, interpreters and services of court reporters.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$38,886,910	\$38,886,910	0.00	0.00
<i>Increase funds for criminal indigent defense</i>	\$9,321,615	\$9,321,615	0.00	0.00
<i>Provide criminal fund rate increase</i>	\$1,250,000	\$2,500,000	0.00	0.00
Total for Service Area	\$49,458,525	\$50,708,525	0.00	0.00

General District Courts

Mission Statement

The General District Courts provide an independent, accessible, responsive forum for the just resolution of disputes in order to preserve the rule of law and to protect all rights and liberties guaranteed by the United States and Virginia constitutions.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$72,854,186	\$0	\$72,854,186	\$54,931,305	\$17,922,881	948.20
FY 2004	\$73,056,390	\$0	\$73,056,390	\$54,309,564	\$18,746,826	948.20
FY 2005	\$77,758,040	\$0	\$77,758,040	\$57,200,335	\$20,557,705	989.10
FY 2006	\$78,161,845	\$0	\$78,161,845	\$57,200,335	\$20,961,510	990.10
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$78,161,845	\$0	\$78,161,845	\$59,558,482	\$18,603,363	990.10
FY 2007 Addenda	\$3,985,928	\$0	\$3,985,928	\$3,596,052	\$389,876	0.00
FY 2007 TOTAL	\$82,147,773	\$0	\$82,147,773	\$63,154,534	\$18,993,239	990.10
FY 2008 Base Budget	\$78,161,845	\$0	\$78,161,845	\$59,558,482	\$18,603,363	990.10
FY 2008 Addenda	\$3,985,928	\$0	\$3,985,928	\$3,596,052	\$389,876	0.00
FY 2008 TOTAL	\$82,147,773	\$0	\$82,147,773	\$63,154,534	\$18,993,239	990.10

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.9 million (GF).

► **Transfer judicial pay raises from budget agency Supreme Court of Virginia**

Transfers budget authority for judicial pay raises from the Supreme Court of Virginia to the appropriate judicial agency. For each year, \$664,845 (GF).

► **Address Involuntary Mental Commitment Fund cost increase**

Provides additional funding for the Involuntary Mental Commitment Fund to more accurately reflect the amount needed, based on a revised forecast of anticipated costs. For each year, \$389,876 (GF).

Agency Service Areas:

Trial Processes

Efforts to reach a judicial decision on the guilt or innocence of alleged offenders of criminal law, and to reach a judicial decision on the litigation of civil disputes between parties subject to the jurisdiction of the courts of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$62,946,919	\$62,946,919	990.10	990.10
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,931,207	\$2,931,207	0.00	0.00
<i>Transfer judicial pay raises from budget agency Supreme Court of Virginia</i>	\$664,845	\$664,845	0.00	0.00
Total for Service Area	\$66,542,971	\$66,542,971	990.10	990.10

Other Court Costs And Allowances (Criminal Fund)

Efforts to provide statutorily authorized services incident to the trial of criminal cases, including court-appointed attorneys for indigent defendants in criminal cases, per diem payments to jurors, allowances to witnesses, interpreters and services of court reporters.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,014,397	\$12,014,397	0.00	0.00
Total for Service Area	\$12,014,397	\$12,014,397	0.00	0.00

Involuntary Mental Commitments

Efforts to provide statutorily authorized services incident to involuntary mental commitment detentions and hearings, including mental health evaluations and care.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,200,529	\$3,200,529	0.00	0.00
<i>Address Involuntary Mental Commitment Fund cost increase</i>	\$389,876	\$389,876	0.00	0.00
Total for Service Area	\$3,590,405	\$3,590,405	0.00	0.00

Juvenile And Domestic Relations District Courts

Mission Statement

The Juvenile and Domestic Relations District Courts provide an independent, accessible, responsive forum for the just resolution of disputes in order to preserve the rule of law and to protect all rights and liberties guaranteed by the United States and Virginia constitutions.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$54,298,583	\$0	\$54,298,583	\$38,286,534	\$16,012,049	561.80
FY 2004	\$54,467,738	\$0	\$54,467,738	\$37,953,339	\$16,514,399	561.80
FY 2005	\$64,567,027	\$0	\$64,567,027	\$40,378,893	\$24,188,134	589.10
FY 2006	\$63,314,963	\$0	\$63,314,963	\$40,378,893	\$22,936,070	590.10

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$63,314,963	\$0	\$63,314,963	\$40,559,358	\$22,755,605	590.10
FY 2007 Addenda	\$2,213,704	\$0	\$2,213,704	\$2,213,704	\$0	0.00
FY 2007 TOTAL	\$65,528,667	\$0	\$65,528,667	\$42,773,062	\$22,755,605	590.10
FY 2008 Base Budget	\$63,314,963	\$0	\$63,314,963	\$40,559,358	\$22,755,605	590.10
FY 2008 Addenda	\$2,213,704	\$0	\$2,213,704	\$2,213,704	\$0	0.00
FY 2008 TOTAL	\$65,528,667	\$0	\$65,528,667	\$42,773,062	\$22,755,605	590.10

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.6 million (GF).

► **Transfer judicial pay raises from budget agency Supreme Court of Virginia**

Transfers budget authority for judicial pay raises from the Supreme Court of Virginia to the appropriate judicial agency. For each year, \$581,085 (GF).

Agency Service Areas:

Trial Processes

Efforts to reach a judicial decision on the guilt or innocence of alleged offenders of criminal law, and to reach a judicial decision on the litigation of civil disputes between parties subject to the jurisdiction of the courts of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$42,633,194	\$42,633,194	590.10	590.10
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,632,619	\$1,632,619	0.00	0.00
<i>Transfer judicial pay raises from budget agency Supreme Court of Virginia</i>	\$581,085	\$581,085	0.00	0.00
Total for Service Area	\$44,846,898	\$44,846,898	590.10	590.10

Other Court Costs And Allowances (Criminal Fund)

Efforts to provide statutorily authorized services incident to the trial of criminal cases, including court-appointed attorneys for indigent defendants in criminal cases, per diem payments to jurors, allowances to witnesses, interpreters and services of court reporters.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$20,374,414	\$20,374,414	0.00	0.00
Total for Service Area	\$20,374,414	\$20,374,414	0.00	0.00

Involuntary Mental Commitments

Efforts to provide statutorily authorized services incident to involuntary mental commitment detentions and hearings, including mental health evaluations and care.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$307,355	\$307,355	0.00	0.00
Total for Service Area	\$307,355	\$307,355	0.00	0.00

Combined District Courts

Mission Statement

The Combined District Courts provide an independent, accessible, responsive forum for the just resolution of disputes in order to preserve the rule of law and to protect all rights and liberties guaranteed by the United States and Virginia constitutions.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$16,298,989	\$0	\$16,298,989	\$9,909,948	\$6,389,041	222.75
FY 2004	\$16,345,498	\$0	\$16,345,498	\$9,782,380	\$6,563,118	222.75
FY 2005	\$18,252,505	\$0	\$18,252,505	\$9,200,556	\$9,051,949	204.55
FY 2006	\$17,795,661	\$0	\$17,795,661	\$9,200,556	\$8,595,105	204.55
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$17,795,661	\$0	\$17,795,661	\$9,200,556	\$8,595,105	204.55
FY 2007 Addenda	\$653,124	\$0	\$653,124	\$653,124	\$0	0.00
FY 2007 TOTAL	\$18,448,785	\$0	\$18,448,785	\$9,853,680	\$8,595,105	204.55
FY 2008 Base Budget	\$17,795,661	\$0	\$17,795,661	\$9,200,556	\$8,595,105	204.55
FY 2008 Addenda	\$653,124	\$0	\$653,124	\$653,124	\$0	0.00
FY 2008 TOTAL	\$18,448,785	\$0	\$18,448,785	\$9,853,680	\$8,595,105	204.55

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$653,124 (GF).

Agency Service Areas:

Trial Processes

Efforts to reach a judicial decision on the guilt or innocence of alleged offenders of criminal law, and to reach a judicial decision on the litigation of civil disputes between parties subject to the jurisdiction of the courts of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,878,037	\$10,878,037	204.55	204.55
<i>Transfer centrally funded amounts to agency budgets</i>	\$653,124	\$653,124	0.00	0.00
Total for Service Area	\$11,531,161	\$11,531,161	204.55	204.55

Other Court Costs And Allowances (Criminal Fund)

Efforts to provide statutorily authorized services incident to the trial of criminal cases, including court-appointed attorneys for indigent defendants in criminal cases, per diem payments to jurors, allowances to witnesses, interpreters and services of court reporters.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,552,196	\$5,552,196	0.00	0.00
Total for Service Area	\$5,552,196	\$5,552,196	0.00	0.00

Involuntary Mental Commitments

Efforts to provide statutorily authorized services incident to involuntary mental commitment detentions and hearings, including mental health evaluations and care.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,365,428	\$1,365,428	0.00	0.00
Total for Service Area	\$1,365,428	\$1,365,428	0.00	0.00

Magistrate System

Mission Statement

The magistrate system provides an independent, accessible, responsive forum for the just resolution of disputes in order to preserve the rule of law and to protect all rights and liberties guaranteed by the United States and Virginia constitutions.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$18,643,163	\$0	\$18,643,163	\$17,775,920	\$867,243	399.20
FY 2004	\$18,609,461	\$0	\$18,609,461	\$17,614,774	\$994,687	399.20
FY 2005	\$19,360,534	\$0	\$19,360,534	\$18,511,814	\$848,720	400.20
FY 2006	\$19,360,963	\$0	\$19,360,963	\$18,511,814	\$849,149	400.20
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$19,360,963	\$0	\$19,360,963	\$18,511,814	\$849,149	400.20
FY 2007 Addenda	\$1,594,443	\$0	\$1,594,443	\$1,597,425	(\$2,982)	0.00
FY 2007 TOTAL	\$20,955,406	\$0	\$20,955,406	\$20,109,239	\$846,167	400.20
FY 2008 Base Budget	\$19,360,963	\$0	\$19,360,963	\$18,511,814	\$849,149	400.20
FY 2008 Addenda	\$1,593,668	\$0	\$1,593,668	\$1,597,425	(\$3,757)	0.00
FY 2008 TOTAL	\$20,954,631	\$0	\$20,954,631	\$20,109,239	\$845,392	400.20

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.6 million (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, a decrease of \$2,982 (GF). For 2008, a decrease of \$3,757 (GF).

Agency Service Areas:

Pre-Trial Assistance

Magistrates are judicial officers of the state providing independent, unbiased and timely review of complaints received from law officers and citizens. The magistrate system's major activities include providing assistance prior to trial, including issuing process of arrest; admitting to bail or committing to jail; issuing search warrants and subpoenas; accepting prepayment for certain violations; and administering oaths and taking acknowledgements.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,360,963	\$19,360,963	400.20	400.20
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,597,425	\$1,597,425	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	(\$2,982)	(\$3,757)	0.00	0.00
Total for Service Area	\$20,955,406	\$20,954,631	400.20	400.20

Board of Bar Examiners

Mission Statement

The Virginia Board of Bar Examiners is empowered to prepare, administer and grade the Virginia Bar Examination and license those applicants who pass the exam and who are otherwise qualified to practice law in Virginia.

Agency Goals:

- Administer two bar examinations annually to all qualified applicants and licensing all who are successful and otherwise qualified to practice law in Virginia.
- Evaluate the qualifications of persons applying for admission to the Virginia bar under the current reciprocity provisions and certify to the Supreme Court of Virginia those applicants who have satisfied the provision.
- Conduct an appropriate character and fitness background investigation for each applicant for admission to the Virginia bar, whether by examination or by motion.
- Monitor those applicants who have been approved by the Board to read law under the supervision of an attorney licensed to practice law in Virginia.

Customers Served:

- Persons seeking admission to the bar

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$914,859	\$0	\$914,859	\$601,333	\$313,526	5.00
FY 2004	\$914,753	\$0	\$914,753	\$601,333	\$313,420	5.00
FY 2005	\$0	\$997,828	\$997,828	\$742,342	\$255,486	5.00
FY 2006	\$0	\$993,828	\$993,828	\$742,342	\$251,486	5.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$0	\$993,828	\$993,828	\$697,340	\$296,488	5.00
FY 2007 Addenda	\$0	\$116,661	\$116,661	\$110,847	\$5,814	1.00
FY 2007 TOTAL	\$0	\$1,110,489	\$1,110,489	\$808,187	\$302,302	6.00
FY 2008 Base Budget	\$0	\$993,828	\$993,828	\$697,340	\$296,488	5.00
FY 2008 Addenda	\$0	\$116,661	\$116,661	\$110,847	\$5,814	1.00
FY 2008 TOTAL	\$0	\$1,110,489	\$1,110,489	\$808,187	\$302,302	6.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$35,607 (NGF).

► Adjust positions and funding to properly reflect agency staff level

Adjusts the agency's budget to account for one position added by the board in 2005. For 2007, \$60,910 (NGF) and one position. For 2008, \$60,910 (NGF).

► Increase per diem payments

Adjusts funding to cover the cost of quarterly compensation (per diem) payments for board members. The per diem rate was raised by the Supreme Court in 2005. For each year, \$14,330 (NGF).

► Increase funding for multi-state bar examination

Adjusts funding to account for an increase in the fee for the multi-state bar examination, from \$45 to \$48 effective July 2006. For each year, \$5,814 (NGF).

Agency Service Areas:

Lawyer Regulation

This service area administers and scores the Virginia Bar Examination and licenses all those who pass and who are otherwise qualified to practice law in Virginia. The service area also reviews the qualifications of those persons who wish to be admitted to the Virginia bar pursuant to Rules 1A:1 of the Rules of the Supreme Court of Virginia and the Guidelines promulgated pursuant to that Rule and ensures that the applicant's qualifications comport with the Supreme Court's Guidelines. This service area also processes applications for the Law Reader Program and, if accepted, tracks each reader's progress throughout the three-year program. Further, the service area conducts a character and fitness investigation on all applicants mentioned above.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$993,828	\$993,828	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$35,607	\$35,607	0.00	0.00
<i>Adjust positions and funding to properly reflect agency staff level</i>	\$60,910	\$60,910	1.00	1.00
<i>Increase per diem payments</i>	\$14,330	\$14,330	0.00	0.00
<i>Increase funding for multi-state bar examination</i>	\$5,814	\$5,814	0.00	0.00
Total for Service Area	\$1,110,489	\$1,110,489	6.00	6.00

Objective: Provide the most effective procedures possible in fulfilling its statutory obligations.

Objective: Ensure that the qualifications of all applicants for the bar exam, admission on motion and the law reader program comport with applicable statutes, Court or Board Rules, Guidelines and Regulations.

Judicial Inquiry and Review Commission

Mission Statement

The mission of the Judicial Inquiry and Review Commission is to investigate charges of judicial misconduct or serious mental or physical disability.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$461,248	\$0	\$461,248	\$361,157	\$100,091	3.00
FY 2004	\$462,715	\$0	\$462,715	\$361,157	\$101,558	3.00
FY 2005	\$480,491	\$0	\$480,491	\$374,503	\$105,988	3.00
FY 2006	\$481,464	\$0	\$481,464	\$374,503	\$106,961	3.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$481,464	\$0	\$481,464	\$374,503	\$106,961	3.00
FY 2007 Addenda	\$37,600	\$0	\$37,600	\$31,283	\$6,317	0.00
FY 2007 TOTAL	\$519,064	\$0	\$519,064	\$405,786	\$113,278	3.00
FY 2008 Base Budget	\$481,464	\$0	\$481,464	\$374,503	\$106,961	3.00
FY 2008 Addenda	\$37,487	\$0	\$37,487	\$31,283	\$6,204	0.00
FY 2008 TOTAL	\$518,951	\$0	\$518,951	\$405,786	\$113,165	3.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$32,078 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$5,522 (GF). For 2008, \$5,409 (GF).

Agency Service Areas:

Judicial Standards

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$481,464	\$481,464	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$32,078	\$32,078	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$5,522	\$5,409	0.00	0.00
Total for Service Area	\$519,064	\$518,951	3.00	3.00

Indigent Defense Commission

Mission Statement

The mission of the Virginia Indigent Defense Commission is to protect the rights and liberties of all and ensure a fair and reliable criminal justice system by providing high quality defense to indigent persons accused of crime through zealous, client-centered advocacy.

Agency Goals:

- Develop standards of practice for indigent defense counsel.
- Monitor public defender caseloads and take all reasonable steps necessary to limit caseloads so that attorneys can fulfill their ethical duty of competency.
- Establish a fair and efficient system for evaluating the performance of all indigent defense counsel as to his or her continued eligibility for court appointment.
- Improve communications between VaIDC and the public defender offices and private bar counsel.
- Increase the number of public defenders and court appointed counsel;.
- Achieve salary parity between public defender and Commonwealth’s Attorneys' offices.
- Achieve resource parity, including access to technology, experts and investigators between indigent defense counsel and prosecutors;.
- Reduce employee turnover in public defender offices and creating career development tracks within the Commission;.
- Eliminate inflexible compensation limits on court appointed attorney fees;.
- Ensure adequate trial/appellate skills training for all new attorneys who wish to represent indigent clients.
- Provide high quality indigent defense by increasing the number of certified court appointed attorneys.

Customers Served:

- clients – indigent persons charged with jailable offenses
- public defender office attorneys and staff
- court appointed counsel
- judiciary
- Commonwealth's Attorneys

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$22,089,767	\$0	\$22,089,767	\$16,922,517	\$5,167,250	346.00
FY 2004	\$22,666,249	\$0	\$22,666,249	\$16,922,517	\$5,743,732	346.00
FY 2005	\$28,363,168	\$10,000	\$28,373,168	\$20,698,663	\$7,674,505	464.00
FY 2006	\$32,050,979	\$10,000	\$32,060,979	\$20,698,663	\$11,362,316	482.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$32,050,979	\$10,000	\$32,060,979	\$27,495,199	\$4,565,780	482.00
FY 2007 Addenda	\$3,101,466	\$0	\$3,101,466	\$1,893,663	\$1,207,803	16.00
FY 2007 TOTAL	\$35,152,445	\$10,000	\$35,162,445	\$29,388,862	\$5,773,583	498.00
FY 2008 Base Budget	\$32,050,979	\$10,000	\$32,060,979	\$27,495,199	\$4,565,780	482.00
FY 2008 Addenda	\$2,994,030	\$0	\$2,994,030	\$1,893,663	\$1,100,367	16.00
FY 2008 TOTAL	\$35,045,009	\$10,000	\$35,055,009	\$29,388,862	\$5,666,147	498.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.6 million (GF).

► **Adjust for statewide pay increase**

Adjusts funding to cover the cost of statewide pay increases for positions created using previous funding level. For each year, \$254,087 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$382 (GF). For 2008, \$768 (GF).

► **Increase public defender staffing levels**

Increases the staffing level of the public defender offices to reduce caseloads for the existing public defenders. For 2007, \$1.2 million (GF) and 16 positions. For 2008, \$1.1 million (GF).

Agency Service Areas:

Indigent Defense, Criminal

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$32,060,979	\$32,060,979	482.00	482.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,639,576	\$1,639,576	0.00	0.00
<i>Adjust for statewide pay increase</i>	\$254,087	\$254,087	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$382	\$768	0.00	0.00
<i>Increase public defender staffing levels</i>	\$1,207,421	\$1,099,599	16.00	16.00
Total for Service Area	\$35,162,445	\$35,055,009	498.00	498.00

Virginia Criminal Sentencing Commission

Mission Statement

The Mission of The Virginia Criminal Sentencing Commission is to develop, implement, maintain, and continually update a discretionary sentencing guidelines system to assist the judiciary in the imposition of felony sentences in the Commonwealth, to establish rational and consistent sentencing standards which reduce unwarranted sentencing disparity, to conduct criminological research on felony recidivism in order to develop, implement and maintain offender risk assessment instruments that are predictive of the future likelihood of a return to criminal conduct, to integrate offender risk assessment instruments into the felony sentencing guidelines system, to review proposed legislation and estimate the future correctional costs of new initiatives, and to maintain a felony sentencing guidelines system that emphasizes the accountability of the offender and of the criminal justice system to the citizens of the Commonwealth and fosters public confidence in Virginia's justice system.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$822,340	\$35,000	\$857,340	\$691,287	\$166,053	10.00
FY 2004	\$823,710	\$35,000	\$858,710	\$691,287	\$167,423	10.00
FY 2005	\$850,198	\$35,000	\$885,198	\$702,047	\$183,151	10.00
FY 2006	\$851,171	\$35,000	\$886,171	\$702,047	\$184,124	10.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$851,171	\$35,000	\$886,171	\$702,047	\$184,124	10.00
FY 2007 Addenda	\$55,357	\$35,000	\$90,357	\$49,058	\$41,299	0.00
FY 2007 TOTAL	\$906,528	\$70,000	\$976,528	\$751,105	\$225,423	10.00
FY 2008 Base Budget	\$851,171	\$35,000	\$886,171	\$702,047	\$184,124	10.00
FY 2008 Addenda	\$55,226	\$35,000	\$90,226	\$49,058	\$41,168	0.00
FY 2008 TOTAL	\$906,397	\$70,000	\$976,397	\$751,105	\$225,292	10.00

Agency Summary of Recommended Operating Budget Addenda

▶ Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$49,853 (GF).

▶ Provide funding for additional copies of the Sentencing Guideline Manual

Increases funding for printing and distribution of additional Sentencing Guideline Manuals based on increased demand. For each year, \$35,000 (NGF).

▶ Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$5,504 (GF). For 2008, \$5,373 (GF).

Agency Service Areas:

Adjudicatory Research And Planning

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$886,171	\$886,171	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$49,853	\$49,853	0.00	0.00
<i>Provide funding for additional copies of the Sentencing Guideline Manual</i>	\$35,000	\$35,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$5,504	\$5,373	0.00	0.00
Total for Service Area	\$976,528	\$976,397	10.00	10.00

Virginia State Bar

Mission Statement

The mission of the Virginia State Bar, as an administrative agency of the Supreme Court of Virginia, is (1) to regulate the legal profession of Virginia; (2) to advance the availability and quality of legal services provided to the people of Virginia; and (3) to assist in improving the legal profession and the judicial system.

Agency Goals:

- Regulate the legal profession and assure that Virginia legal services consumers are served by competent, ethical attorneys.
- Provide public protection against the unauthorized practice of law and fraud or over-reaching by licensed attorneys.
- Provide compensation through the Clients' Protection Fund to clients who have suffered losses through lawyer fraud or dishonesty.
- Protect the public from on-going lawyer misconduct in serious cases by initiating receiverships to take over a lawyer's practice.

Customers Served:

- Attorneys
- Consumers of legal services

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,145,000	\$11,772,193	\$13,917,193	\$4,971,941	\$8,945,252	79.50
FY 2004	\$2,145,000	\$11,291,764	\$13,436,764	\$4,971,941	\$8,464,823	81.50
FY 2005	\$2,145,015	\$11,977,317	\$14,122,332	\$6,025,800	\$8,096,532	85.00
FY 2006	\$2,145,015	\$12,412,317	\$14,557,332	\$6,061,800	\$8,495,532	85.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$2,145,015	\$12,412,317	\$14,557,332	\$6,061,800	\$8,495,532	85.00
FY 2007 Addenda	\$250,000	\$1,742,080	\$1,992,080	\$894,545	\$1,097,535	4.00
FY 2007 TOTAL	\$2,395,015	\$14,154,397	\$16,549,412	\$6,956,345	\$9,593,067	89.00
FY 2008 Base Budget	\$2,145,015	\$12,412,317	\$14,557,332	\$6,061,800	\$8,495,532	85.00
FY 2008 Addenda	\$0	\$1,864,352	\$1,864,352	\$947,067	\$917,285	4.00
FY 2008 TOTAL	\$2,145,015	\$14,276,669	\$16,421,684	\$7,008,867	\$9,412,817	89.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$494,209 (NGF).

- ▶ **Adjust base compensation to current expenditure level**
Adjusts the agency's base budget to more accurately reflect current expenditure levels. For each year, \$120,650 (NGF).
- ▶ **Implement compensation plan salary adjustments**
Adjusts funding to allow the implementation of the Virginia State Bar compensation plan. For 2007, \$39,016 (NGF). For 2008, \$91,538 (NGF).
- ▶ **Adjust base budget for personal services at current expenditure level**
Adjusts the agency's base budget to reflect funding for recently filled positions. For 2007, \$387,635 (NGF). For 2008, \$447,385 (NGF).
- ▶ **Provide additional support for legal aid**
Provides funding to support programs providing legal aid to the indigent. For 2007, \$250,000 (GF).
- ▶ **Increase professional regulation staff**
Adds funding and additional positions to the Lawyer Regulation service area in order to fulfill the core function of regulating the legal profession in the Commonwealth of Virginia. For 2007, \$185,698 (NGF) and 2.8 positions. For 2008, \$185,698 (NGF).
- ▶ **Increase funding for outside attorney services**
Increases funding to bring the base budget into line with current expenditures for outside attorney services. For 2007, \$79,550 (NGF). For 2008, \$89,550 (NGF).
- ▶ **Create part-time facilities/procurement assistant position**
Provides one part-time position for facilities and procurement to cover both the Richmond and Alexandria offices. For 2007, \$24,010 (NGF) and 0.6 positions. For 2008, \$24,010 (NGF).
- ▶ **Create part-time public relations assistant position**
Adds one part-time position to assist the public relations coordinator in developing feature stories highlighting bar activities and substantive developments in the law that are published in the Virginia Lawyer magazine and in the general news media. For 2007, \$28,812 (NGF) and 0.6 positions. For 2008, \$28,812 (NGF).
- ▶ **Provide funding for special programs and projects**
Provides funding for four new initiatives put forth by the Chief Justice of the Supreme Court. These initiatives are Indigent Criminal Defense Training, Virginia Lawyers Helping Families, Reforming the Involuntary Commitment Process Conference, and Programs for Solo and Rural Lawyers. For each year, \$132,500 (NGF).
- ▶ **Increase Clients' Protection Fund principal**
Increases the balance in the Clients' Protection Fund. The fund was established in 1976 to make monetary awards to persons who have suffered financial losses because of dishonest conduct by Virginia lawyers. For each year, \$250,000 (NGF).

Agency Service Areas:

Indigent Defense, Criminal

The Virginia Capital Representation Resource Center (VCRRC) provides expert representation, assistance, information, and other related services to indigent death-sentenced inmates and their attorneys in connection with state and federal habeas corpus capital proceedings, litigation in the Supreme Court of the United States, and petitions to the Governor for clemency. In select cases, VCRRC also has provided representation on direct appeal to the Supreme Court of Virginia, and in pre-trial and trial proceedings. VCRRC also identifies, recruits, and offers consulting and educational services to qualified counsel seeking or willing to accept capital cases. Consultation includes review of records, identification of claims, review and drafting of pleadings and briefs, investigation, and assistance in preparation for court proceedings, selection of expert witnesses and other specialists on issues related to the death penalty. Staff identify, research and develop issues of particular importance in Virginia's capital representation scheme, analyze the development of related issues nationally at the state and federal levels, and coordinate with national and state seminars to prepare, present and promote current and expansive training programs. VCRRC tracks and monitors issues relating to capital representation in the Commonwealth and nationwide, and provides educational and practical workshops to potential appointed counsel. VCRRC directly represents, or provides strong consultation to, all of Virginia's death sentenced inmates in post-conviction proceedings unless there is a legal conflict of interest (e.g., VCRRC assisted at trial or appeal, VCRRC represents co-defendant). All representation and consultation in state proceedings is provided by VCRRC without request for compensation for lawyer's time. VCRRC does not take a political position on the death penalty. The Board of Directors consists of a two former Attorneys General of Virginia, members of the Virginia General Assembly, two state court judges, and partners from prominent law firms and criminal defense attorneys. Two of the Directors are designated by the Virginia State Bar and three by the Virginia Bar Association.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$470,015	\$470,015	0.00	0.00
Total for Service Area	\$470,015	\$470,015	0.00	0.00

Indigent Defense, Civil

The Virginia State Bar provides pass-through funding to two private, non-profit corporations providing civil indigent defense services - the Legal Services Corporation of Virginia and the Community Tax Law Project.

■ The Legal Services Corporation of Virginia (LSCV) was formed and incorporated in 1975 by the Virginia State Bar, the Virginia Department of Social Services and the Virginia Legal Aid Association to develop, fund, coordinate and oversee the delivery of civil legal services to the poor in Virginia. Since then, the Virginia State Bar has contracted annually with LSCV to provide civil legal services to the poor with a state general revenue appropriation and a state filing fee appropriation. LSCV does this by funding and providing oversight to 10 local programs operating out of 35 offices serving every city and county in Virginia. LSCV is also charged by statute with administering the Interest On Lawyers Trust Accounts (IOLTA) program, the proceeds of which are added to state appropriations to fund civil legal services to the poor.

LSCV funded programs also receive federal, United Way, local government and private funding. The annual expenditures of all LSCV funded programs in FY 04-05 was approximately \$18.5 million with a little more than \$5 million provided by state appropriation (general and filing fee).

LSCV monitors program performance with a nationally recognized performance reporting and auditing system that includes the collection of case outcome benefits and includes significant financial controls. Last year, LSCV funded programs closed 33,890 cases benefiting over 81,000 Virginians. In addition to the individual benefits inuring to low-income clients, these cases handled by legal aid generated over \$21 million in benefits to low-income citizens including over \$4 million in child support collections.

LSCV has also overseen the implementation of many technological improvements in legal aid including the creation of a statewide client legal information hotline in four languages, a statewide web-based client database and a comprehensive legal information website for both clients and pro bono attorneys. LSCV has worked closely with the statewide bar associations to establish a comprehensive statewide pro bono attorney network that resulted in over 4,000 cases being closed last year by volunteer attorneys through their local legal aid programs. This unique public-private partnership has significantly enhanced the delivery of civil legal services to the poor and attests to the dedication of Virginia lawyers to the concept of equal justice for all Virginians regardless of economic status.

■ The Community Tax Law Project (CTLTP) is a 501(c)(3) Virginia corporation founded in 1992. CTLTP's three-fold mission is (1) to provide low-income Virginia taxpayers with free legal representation in federal and state tax disputes; (2) to educate low-income individuals about their rights and responsibilities as U.S taxpayers; and (3) to increase public awareness and encourage informed debate about policy and practice issues impacting low-income taxpayers. The Community Tax Law Project endeavors to help the lower income taxpayer re-enter or remain in the tax system.

CTLTP was the first independent nonprofit low-income taxpayer clinic in the nation and is a leader in the field of pro bono representation of low-income taxpayers. Since its inception in 1992, CTLTP has accepted cases involving tax disputes at all levels of federal or state tax agencies including tax collection matters, audits, appeals, and litigation. CTLTP also accepts worker classification matters and non-filer reentry cases.

In 2004, CTLTP assisted over 400 individuals and families with tax cases throughout the Commonwealth. CTLTP reached hundreds of additional Virginians through its educational presentations and the distribution of brochures and other educational materials. CTLTP handles its caseload with only two full-time staff members and a panel of pro bono attorneys, accountants and enrolled agents.

CTLTP receives referrals from and partners with numerous local and statewide organizations including bar associations and legal aid societies, agencies on aging, social services departments, mental health and family health neighborhood associations, housing authorities, parent-teacher associations, domestic violence organizations, immigration and ethnic community associations, churches and synagogues, and homeless shelters. Collaboration with these groups contributes to steadily increasing requests for CTLTP's assistance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,275,000	\$5,275,000	0.00	0.00
<i>Provide additional support for legal aid</i>	\$250,000	\$0	0.00	0.00
Total for Service Area	\$5,525,000	\$5,275,000	0.00	0.00

Lawyer Regulation

The Virginia State Bar was created in 1938 as an administrative agency of the Supreme Court of Virginia, pursuant to §54.1-3910, Code of Virginia. The bar's purpose is to investigate and report violations by attorneys of rules and regulations adopted by the Court and the Consumer Real Estate and Settlement Protection Act (CRESPA). In discharging these responsibilities, the bar:

- investigates and prosecutes complaints that attorneys have violated the Virginia Code of Professional Responsibility and the Virginia Rules of Professional Conduct;
- investigates and prosecutes complaints that attorneys have violated CRESPA;
- refers attorneys who are the subject of bar complaints and have substance abuse or mental health problems to Lawyers Helping Lawyers for evaluation, treatment and monitoring;
- investigates complaints alleging that non-lawyers or entities have engaged in the unauthorized practice of law;
- issues legal ethics, lawyer advertising, solicitation and unauthorized practice of law advisory opinions;
- maintains the membership and CRESPA databases and makes information available to the membership, the courts, other government agencies and the public;
- collects annual member dues and registration fees for CRESPA and Professional Limited Liability entities;
- monitors compliance with the Mandatory Continuing Legal Education rule;
- conducts a mandatory Professionalism Course for all new active members of the Virginia State Bar;
- collects and makes available information about lawyers' financial responsibility for professional liability claims;
- administratively suspends the licenses of lawyers for non-payment of annual dues and non-compliance with Professional Liability Certification, MCLE and Professionalism Course requirements; and
- makes available public information about the discipline of attorneys.

The bar, through its district committees and the Disciplinary Board, is authorized to reprimand, suspend or revoke an attorney from the practice of law in the Commonwealth of Virginia. The bar may also request the Attorney General, based upon evidence that a non-lawyer or entity has engaged in the unauthorized practice of law, to institute criminal or quo warranto proceedings against the non-lawyer or entity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,812,317	\$8,812,317	85.00	85.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$494,209	\$494,209	0.00	0.00
<i>Adjust base compensation to current expenditure level</i>	\$120,650	\$120,650	0.00	0.00
<i>Implement compensation plan salary adjustments</i>	\$39,016	\$91,538	0.00	0.00
<i>Adjust base budget for personal services at current expenditure level</i>	\$387,635	\$447,385	0.00	0.00
<i>Increase professional regulation staff</i>	\$185,698	\$185,698	2.80	2.80
<i>Increase funding for outside attorney services</i>	\$79,550	\$89,550	0.00	0.00
<i>Create part-time facilities/procurement assistant position</i>	\$24,010	\$24,010	0.60	0.60
<i>Create part-time public relations assistant position</i>	\$28,812	\$28,812	0.60	0.60
<i>Provide funding for special programs and projects</i>	\$132,500	\$132,500	0.00	0.00
<i>Increase Clients' Protection Fund principal</i>	\$250,000	\$250,000	0.00	0.00
Total for Service Area	\$10,554,397	\$10,676,669	89.00	89.00



Executive Offices

The Executive Offices include the offices of the state's top three elected officials: the Governor, the Lieutenant Governor, and the Attorney General. These offices also include the Secretary of the Commonwealth, who administers the service-of-process laws and regulates notaries and lobbyists and the Office for Substance Abuse Prevention, which coordinates substance abuse prevention activities in the Commonwealth.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$20,702,900	\$10,837,710	\$31,540,610	\$25,468,924	\$6,071,686	320.00
FY 2004	\$19,875,636	\$10,950,310	\$30,825,946	\$21,693,973	\$9,131,973	345.00
FY 2005	\$21,286,593	\$9,350,757	\$30,637,350	\$24,989,765	\$5,647,585	358.00
FY 2006	\$23,186,785	\$11,051,040	\$34,237,825	\$27,011,354	\$7,226,471	366.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$23,186,785	\$11,051,040	\$34,237,825	\$27,621,736	\$6,616,089	366.00
FY 2007 Addenda	\$3,199,032	\$671,065	\$3,870,097	\$3,388,098	\$481,999	15.00
FY 2007 TOTAL	\$26,385,817	\$11,722,105	\$38,107,922	\$31,009,834	\$7,098,088	381.00
FY 2008 Base Budget	\$23,186,785	\$11,051,040	\$34,237,825	\$27,621,736	\$6,616,089	366.00
FY 2008 Addenda	\$3,246,587	\$669,933	\$3,916,520	\$3,458,746	\$457,774	15.00
FY 2008 TOTAL	\$26,433,372	\$11,720,973	\$38,154,345	\$31,080,482	\$7,073,863	381.00

Office of the Governor

Mission Statement

Put Virginia First.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Elevate the level of educational preparedness and attainment of our citizens.
- Be a national leader in the preservation and enhancement of our economy.
- Engage and inform citizens to ensure we serve their interests.
- Be recognized as the best-managed state in the nation.
- Inspire and support Virginians toward healthy lives and strong and resilient families.
- Protect, conserve and wisely develop our natural, historical and cultural resources.
- Protect the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.
- Ensure that Virginia has a transportation system that is safe, enables easy movement of people and goods, enhances the economy and improves our quality of life.
- Protect the life and property of citizens in times of disasters and state declared emergencies.

Customers Served:

- Citizens of the Commonwealth
- Cabinet
- Executive branch agency heads
- Legislative and Judicial branches
- Executive branch boards and commissions
- Governor and his family
- Executive Mansion guests
- State and local emergency management organizations
- Virginia congressional delegation
- State and local government officials

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,088,562	\$0	\$2,088,562	\$1,838,426	\$250,136	29.00
FY 2004	\$1,969,768	\$0	\$1,969,768	\$1,643,254	\$326,514	29.00
FY 2005	\$2,255,846	\$0	\$2,255,846	\$1,342,153	\$913,693	37.00
FY 2006	\$3,575,758	\$0	\$3,575,758	\$2,872,584	\$703,174	37.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$3,575,758	\$0	\$3,575,758	\$2,872,584	\$703,174	37.00
FY 2007 Addenda	\$1,161,036	\$128,661	\$1,289,697	\$938,653	\$351,044	7.00
FY 2007 TOTAL	\$4,736,794	\$128,661	\$4,865,455	\$3,811,237	\$1,054,218	44.00
FY 2008 Base Budget	\$3,575,758	\$0	\$3,575,758	\$2,872,584	\$703,174	37.00
FY 2008 Addenda	\$1,153,960	\$128,661	\$1,282,621	\$938,653	\$343,968	7.00
FY 2008 TOTAL	\$4,729,718	\$128,661	\$4,858,379	\$3,811,237	\$1,047,142	44.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$227,200 (GF) and \$8,824 (NGF).

► Move Liaison Office operations to the Governor's Office

Transfers the Virginia Liaison Office into the Office of the Governor, reflecting current operations. For 2007, \$307,647 (GF), \$119,837 (NGF), and four positions. For 2008, \$307,647 (GF) and \$119,837 (NGF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$147,233 (GF). For 2008, \$140,157 (GF).

► Continue the Office of Commonwealth Preparedness

Provides funds and positions to continue the operations of the Office of Commonwealth Preparedness. Federal fund support for this program has expired. For 2007, \$478,956 (GF) and three positions. For 2008, \$478,956 (GF).

Agency Service Areas:

Administrative and Support Services

This service area includes the resources for the Office of the Governor to provide general management and direction to the Secretariats and state agencies. It also outlines broad policy goals, defines how state and federal funds are to be allocated, and provides informational reports to the General Assembly, the Judiciary and to the people of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,163,738	\$3,163,738	32.00	32.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$189,400	\$189,400	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$147,233	\$140,157	0.00	0.00
Total for Service Area	\$3,500,371	\$3,493,295	32.00	32.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Fitch, Moody's and Standard and Poor's review and analysis of the Commonwealth's financial position.	Aaa bond rating from all three rating agencies.	Aaa bond rating from all three rating agencies.

Executive Mansion Operations

Since 1813, Virginia's Executive Mansion has provided a secure home for the first family, office space for the Governor and First Lady, and a historic site for gubernatorial events and receptions, including periodic openings for citizens of the Commonwealth. The Executive Mansion was the second governor's residence constructed in the nation, and is today the oldest governor's residence still used for its original purpose. This service area includes funds to house and care for the first family, including food supplies and other incidentals, and funds to maintain the historically significant building and grounds.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$412,020	\$412,020	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$25,545	\$25,545	0.00	0.00
Total for Service Area	\$437,565	\$437,565	5.00	5.00

Objective: Provide a secure home environment for the Governor and his family.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain a secure home environment		

Objective: : Maintain the historically significant building and grounds for continued use.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Compliance with necessary upkeep to maintain the historical significance of the building and grounds.		

Intergovernmental Relations

The Governor's Office, through the Liaison Office located in the Hall of States in Washington, D.C., coordinates the Commonwealth's positions on federal issues, resolves administrative problems that arise between the state and federal government, assists state agencies in identifying and securing federal funding. In addition, the liaison office identifies significant federal regulations and legislation, and provides information on them to state and local officials. The liaison office also participates in joint studies with other states and interest groups and coordinates Virginia's participation in interstate organizations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Transfer centrally funded amounts to agency budgets</i>	\$21,079	\$21,079	0.00	0.00
<i>Move Liaison Office operations to the Governor's Office</i>	\$427,484	\$427,484	4.00	4.00
Total for Service Area	\$448,563	\$448,563	4.00	4.00

Objective: To provide an institutional link between the government of the Commonwealth and those agencies, departments, and entities of the United States government located in Washington, D.C.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Level of Satisfaction by the Governor's Office and congressional delegation		

Disaster Operations

The Governor performs the critical role of the Director of Emergency Management to ensure the state prepares for, responds to and recovers from emergencies and disasters of all kinds. Under authority of the Code of Virginia, the Governor shall take such action from time to time as is necessary for the adequate promotion and coordination of state and local emergency management activities relating to the health, safety, and welfare of the Commonwealth. Through his Cabinet and coordination of the Virginia Department of Emergency Management, which reverts to his direct operational control during periods of declared emergencies, the Governor is poised to implement immediate action in any necessary situation.

No dollars are directly appropriated to this service area. Instead, the General Assembly provides for a contingency appropriation the Governor may activate through established procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	0.00	0.00
Total for Service Area	\$0	\$0	0.00	0.00

Objective: Provide immediate and thorough preparation for, responses to, and recovery from manmade and natural emergencies and disasters in the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Satisfaction with management of situations	no recent incident	Good to Excellent

Disaster Assistance

Virginia is subject to many hazards ranging from nature precipitated events (hurricanes, floods, winter storms, wild-land fires) to man-caused events (terrorism, chemical and radiological accidents, resource shortages) etc. A major part of effectively managing a crisis is implementation of the recovery process that includes the provision of financial assistance.

Recovery costs money. The Code of Virginia and the current state appropriation act provide mechanisms for the Governor to draw on the Treasury of the Commonwealth to fund essential recovery operations. In addition, the Governor is empowered to seek a federal declaration of emergency or major disaster from the President of the United States, resulting in the inflow of federal financial assistance. These federal dollars require matching dollars from the state and localities, depending on the type of disaster.

No dollars are directly appropriated to this service area. Instead, the General Assembly provides for a contingency appropriation the Governor may activate through established procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	0.00	0.00
Total for Service Area	\$0	\$0	0.00	0.00

Objective: Provide necessary financial assistance for disaster response.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Acquisition of federal assistance for eligible costs.	68%	75%

Emergency Planning

Much has transpired in Virginia and the Nation since the tragic terrorist attacks of September 11, 2001. In Virginia, Governor Gilmore started preparedness efforts by initiating a 68-day review of Virginia's readiness to address terrorist threats, immediately following the 9/11 attacks. Following his election in November 2001, Governor-elect Mark Warner established Virginia's first Cabinet-rank position to synchronize statewide preparedness initiatives. This position, along with minimal support staff, became the Office of Commonwealth Preparedness.

Governor Warner followed these initial actions with the establishment of the Secure Commonwealth Initiative. The initiative was designed to carry forward the review begun in the prior administration and has continued for four years. This initiative, in combination with Virginia's history of prevention, preparation for and response to emergencies and disasters, has provided an invaluable foundation for allowing the Commonwealth's preparedness efforts to progress.

Funding for this service area continues the Office of Commonwealth Preparedness so it can advise the Governor, develop and coordinate policy, and execute the "Secure Commonwealth Initiative Strategic Plan," which is available on the office's website.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Continue the Office of Commonwealth Preparedness</i>	\$478,956	\$478,956	3.00	3.00
Total for Service Area	\$478,956	\$478,956	3.00	3.00

Objective: To oversee the development and execution of the Commonwealth's preparedness strategies to protect the lives and property of Virginia's citizens from disasters, specifically terrorist threats.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of state agencies that have certified their compliance with Continuity of Operations Plans	90 Percent	100 Percent

Lieutenant Governor

Mission Statement

The Office of the Lieutenant Governor's mission, as described by Article V of the Virginia Constitution, is to preside over the state Senate, casting a vote in the event of a tie, and to succeed the Governor in the case of the Governor's declaration that he is unable to discharge his duties, or removal from office by disqualification, death, or resignation.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Bring people together to find common sense solutions to Virginia's most important priorities.
- Work together to develop policies that ensure a high quality of life for Virginia's families.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$376,332	\$0	\$376,332	\$314,413	\$61,919	5.00
FY 2004	\$301,217	\$0	\$301,217	\$264,920	\$36,297	4.00
FY 2005	\$311,708	\$0	\$311,708	\$260,532	\$51,176	4.00
FY 2006	\$312,685	\$0	\$312,685	\$260,532	\$52,153	4.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$312,685	\$0	\$312,685	\$263,763	\$48,922	4.00
FY 2007 Addenda	\$26,866	\$0	\$26,866	\$20,775	\$6,091	0.00
FY 2007 TOTAL	\$339,551	\$0	\$339,551	\$284,538	\$55,013	4.00
FY 2008 Base Budget	\$312,685	\$0	\$312,685	\$263,763	\$48,922	4.00
FY 2008 Addenda	\$26,497	\$0	\$26,497	\$20,775	\$5,722	0.00
FY 2008 TOTAL	\$339,182	\$0	\$339,182	\$284,538	\$54,644	4.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$21,573 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$5,293 (GF). For 2008, \$4,924 (GF).

Agency Service Areas:

Administrative and Support Services

This service area supports the operations of the Office of the Lieutenant Governor. The Lieutenant Governor is the only statewide elected official that has responsibility in both the Executive and Legislative branches of Virginia government. Virginia's Constitution provides that the Lieutenant Governor assumes the role of Acting Governor when the Governor is unable to discharge the powers and duties of his office (Article V, Section 16). To be prepared for this contingency, the Lieutenant Governor keeps abreast of the issues and policies necessary to manage state government.

Under Article V, Section 14 of the Virginia Constitution, the Lieutenant Governor is President of the Virginia Senate. In this capacity, the Lieutenant Governor presides over the daily sessions starting the second Wednesday of January for eight to ten weeks per the Constitution. As President of the Senate, the Lieutenant Governor is the chief parliamentarian, but has no vote except in the case of a tie vote.

When the General Assembly is not in session the Lieutenant Governor is able to focus more attention on the other roles he performs. He sits on various boards and commissions and investigates issues before the Commonwealth. In addition, through his statewide visits and the accessibility to his office, citizens seek help on substantive problems. The office investigates and resolves many of the constituent inquiries.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$312,685	\$312,685	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$21,573	\$21,573	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$5,293	\$4,924	0.00	0.00
Total for Service Area	\$339,551	\$339,182	4.00	4.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Objective: Execute role of President of the Senate.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Session days presided	All	All

Objective: Resolve substantive issues and problems raised by citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
First response within three business days		90%
Requests resolved	0	1,000
Percent requests resolved	0	98%

Attorney General and Department Of Law

Mission Statement

It is the mission of the Office of the Attorney General and the Department of Law to protect the rights of its citizens, and to provide legal advice and representation to the Commonwealth of Virginia, various elected officials, agencies, boards and commissions and employees of state government.

Agency Goals:

- To provide effective legal advice and representation to state agencies, boards, and commissions.
- To attract and retain the best qualified attorneys to represent the Commonwealth and its agencies.
- To upgrade the technological infrastructure of the offices.

Customers Served:

- Elected Officials
- Local Officials, Elected and Appointed
- State Agencies, Institutions, and Authorities
- Citizens of the Commonwealth

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$16,406,805	\$8,988,423	\$25,395,228	\$21,148,488	\$4,246,740	244.00
FY 2004	\$16,133,521	\$8,988,423	\$25,121,944	\$17,878,271	\$7,243,673	272.00
FY 2005	\$16,828,026	\$7,114,535	\$23,942,561	\$20,542,611	\$3,399,950	268.00
FY 2006	\$17,084,063	\$8,804,598	\$25,888,661	\$20,879,951	\$5,008,710	276.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$17,084,063	\$8,804,598	\$25,888,661	\$21,448,161	\$4,440,500	276.00
FY 2007 Addenda	\$2,192,042	\$523,742	\$2,715,784	\$2,538,360	\$177,424	11.00
FY 2007 TOTAL	\$19,276,105	\$9,328,340	\$28,604,445	\$23,986,521	\$4,617,924	287.00
FY 2008 Base Budget	\$17,084,063	\$8,804,598	\$25,888,661	\$21,448,161	\$4,440,500	276.00
FY 2008 Addenda	\$2,246,846	\$523,742	\$2,770,588	\$2,604,929	\$165,659	11.00
FY 2008 TOTAL	\$19,330,909	\$9,328,340	\$28,659,249	\$24,053,090	\$4,606,159	287.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.2 million (GF) and \$478,720 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$112,802 (GF). For 2008, \$101,037 (GF).
- ▶ **Address increased demand for legal advice**
Adds five assistant attorney general positions to help with the increasing need for legal advice by state agencies. Growth areas include an increase in the number of civilly committed sexual violent predators, a requirement from the courts for the submission of more writs, and a growing backlog in legal issues related to real estate and capital projects. For 2007, \$388,845 (GF) and five positions. For 2008, \$424,200 (GF).
- ▶ **Add two legal secretaries and handle increased workload**
Adds two legal secretaries to help address the growth in agency workload. The additional clerical assistance will enable attorneys to make more efficient use of their time. For 2007, \$93,254 (GF) and two positions. For 2008, \$101,732 (GF).
- ▶ **Provide an equity band adjustment for legal staff**
Increases the base pay for each lawyer position an additional \$1,000 to help retain and attract legal positions in the department. For each year, \$135,068 (GF) and \$45,022 (NGF).
- ▶ **Transfer enforcement of the Non-Participating Tobacco Manufacturers**
Transfers the resources allocated to the tobacco enforcement unit for the Master Settlement Agreement from the Department of Taxation to this office. The two agencies agreed a more effective level of service would result from combining the efforts and resources of the two agencies. The general fund is reimbursed for the cost of the enforcement unit on a proportional basis from the Tobacco Indemnification and Community Revitalization fund (50 percent) and the Virginia Tobacco Settlement fund (10 percent) through Appropriation Act Part Three transfers. For 2007, \$298,109 (GF) and four positions. For 2008, \$320,845 (GF).

Agency Service Areas:

State Agency/Local Legal Assistance and Advice

This service area is principally charged with providing legal advice to state agencies, institutions and authorities.

The Office of the Attorney General is one of the largest law firms in the Commonwealth of Virginia. The office is organized into five legal divisions. Each division, headed by a Deputy Attorney General, reports directly to the Chief Deputy Attorney General, an appointee of the Attorney General. The five legal divisions are:

Civil Litigation & Commerce Division: This division includes the following sections: Insurance & Utilities Regulatory, Trial, Employment Law, Antitrust & Consumer Litigation, and Real Estate & Construction.

Public Safety & Enforcement Division: This division includes the Special Prosecutions Section which includes the Environmental Unit, Health Professions, Organized Crime, and Medicaid Fraud Control Unit. This Division also has the Correctional Section, and the Criminal Litigation Section, which includes Capital Litigation

Health, Education & Social Services Division: This division includes the following sections: Education, Mental Health/Health Services, Child Support Enforcement, Medicaid & Social Services, and Domestic Violence Initiatives Sections.

Technology and Transportation Division: This division includes the following sections: Transportation, Computer Crimes, and Technology Civil Sections.

Sexual Predators, Tobacco and Gaming Division: This division handles all cases related to the Birth Injury Fund, Sexual Predators, Tobacco, and Gaming, including the administration and enforcement of the Tobacco Master Settlement Agreement.

In addition to the above legal divisions there is also the Solicitor General Office. There is one non-legal Administration Division.

This service area also is responsible for managing many of the Offices grants, including Gang Reduction and Intervention (GRIP), TRIAD, FCIC, and CLASS ACTION*and is responsible for:

- CHILD SAFETY ID KIT
- Concealed Weapon Permits - Reciprocity & Recognition
- Virginia's New Anti-SPAM Statute
- Identity Theft Passports
- Domestic Violence and Sexual Assault Assistance
- Safe Surfing for Kids
- Identity Theft Task Force and Identity Theft Guide
- Victim Notification Assistance
- *CLASS ACTION - a law-related educational program facilitated exclusively by law enforcement professionals for our school children. Class Action provides a basic understanding of state law that governs socially acceptable behavior in the home, in school, and in the community for middle and high school students and their parents. By educating our students about citizenship and the short and long term consequences of unlawful behaviors, we reduce crime, violence and substance abuse in Virginia. CLASS ACTION provides character education and teaches children their rights and responsibilities as citizens of the Commonwealth. Children are encouraged to care about the quality of life in their schools, their homes, and their communities

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,954,342	\$19,954,342	233.00	233.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,383,723	\$1,383,723	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$112,802	\$101,037	0.00	0.00
<i>Address increased demand for legal advice</i>	\$388,845	\$424,200	5.00	5.00
<i>Add two legal secretaries and handle increased workload</i>	\$93,254	\$101,732	2.00	2.00
<i>Provide an equity band adjustment for legal staff</i>	\$180,090	\$180,090	0.00	0.00
<i>Transfer enforcement of the Non-Participating Tobacco Manufacturers</i>	\$298,109	\$320,845	4.00	4.00
Total for Service Area	\$22,411,165	\$22,465,969	244.00	244.00

Objective: To provide legal advice and counsel to state agencies, boards, and authorities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Value of legal advice and representation	Exposure to litigation and cost of advice and representation of customers is minimized	Continue to meet or exceed baseline
Successful defense of the Commonwealth	Less than one half of 1% of the claims against the Commonwealth are actually awarded.	Continue to meet or exceed the baseline.

Medicaid Fraud Investigation and Prosecution

This Service area is responsible for investigating and prosecuting those who seek to defraud the Medicaid system.

This Section identifies individuals, through covert surveillance, who attempt to qualify for Social Security disability and Medicaid benefits by feigning disabilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,895,890	\$3,895,890	29.00	29.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$181,909	\$181,909	0.00	0.00
Total for Service Area	\$4,077,799	\$4,077,799	29.00	29.00

Objective: To investigate suspected cases of Medicaid fraud.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of dollars recovered	Average of \$12 million per year for the past four years	Continue to meet or exceed existing average

Regulatory and Consumer Advocacy

This Section provides legal advice and counsel to regulate business practices and consumer protection.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,038,429	\$2,038,429	14.00	14.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$77,052	\$77,052	0.00	0.00
Total for Service Area	\$2,115,481	\$2,115,481	14.00	14.00

Division of Debt Collection

Mission Statement

The Mission of the Division of Debt Collection is to provide efficient, professional debt collection services to all state agencies.

Agency Goals:

- To increase the amounts collected per receivable.
- To reduce the number of days outstanding.
- To affirmatively litigate matters to maximize collections.

Customers Served:

- State Agencies, Boards, and Commissions

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$1,126,076	\$1,126,076	\$834,461	\$291,615	17.00
FY 2004	\$0	\$1,361,887	\$1,361,887	\$834,461	\$527,426	21.00
FY 2005	\$0	\$1,516,385	\$1,516,385	\$1,344,144	\$172,241	23.00
FY 2006	\$0	\$1,526,605	\$1,526,605	\$1,354,364	\$172,241	23.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$0	\$1,526,605	\$1,526,605	\$1,328,605	\$198,000	23.00
FY 2007 Addenda	\$0	\$138,499	\$138,499	\$130,755	\$7,744	1.00
FY 2007 TOTAL	\$0	\$1,665,104	\$1,665,104	\$1,459,360	\$205,744	24.00
FY 2008 Base Budget	\$0	\$1,526,605	\$1,526,605	\$1,328,605	\$198,000	23.00
FY 2008 Addenda	\$0	\$137,367	\$137,367	\$134,834	\$2,533	1.00
FY 2008 TOTAL	\$0	\$1,663,972	\$1,663,972	\$1,463,439	\$200,533	24.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$86,009 (NGF).

► **Improve processing debt collection receipts**

Adds funds for an additional financial officer to help process the receipt and distribution of debt collected by the division on behalf of agencies. The growth in workload exceeds the capability of the current fiscal officer to do the work in a timely matter. For 2007, \$52,490 (NGF) and one position. For 2008, \$51,358 (NGF).

Agency Service Areas:

State Collection Services

The Division of Debt Collection works with all state agencies, boards and commissions to collect outstanding debts owed to the Commonwealth

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,526,605	\$1,526,605	23.00	23.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$86,009	\$86,009	0.00	0.00
<i>Improve processing debt collection receipts</i>	\$52,490	\$51,358	1.00	1.00
Total for Service Area	\$1,665,104	\$1,663,972	24.00	24.00

Secretary Of The Commonwealth

Mission Statement

The Secretary of the Commonwealth of Virginia, the ex officio Secretary to the Governor assists and processes all gubernatorial appointments to offices and collegial bodies, administers the conflict-of-interest disclosure requirements for public officials, registers and regulates lobbyists, appoints and supervises notaries public, authenticates documents issued by the Commonwealth, administers executive clemency, processes extraditions to and from Virginia, serves as the agent for service of process for out-of-state parties in civil litigation, maintains the registry of organizations, and keeps and regulates the uses of the seals of the Commonwealth.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Provide the Governor with qualified candidates for every appointed position (at-will and collegial board members) before their statutory term of office commences.
- Provide quick and accurate responses to requests for the authentication of Commonwealth issued documents.
- Conduct investigations, collect information, and provide a file for the Governor's consideration on petitions for restoration of civil rights, pardons, and other forms of executive clemency .
- Prepare notices to defendants as quickly as possible and have those individuals served on service of process for out-of-state parties in civil litigation.
- Provide same-day service for registrations of lobbyists as well as processing their disclosure reports.
- Research registering organizations, avoiding duplications, within two weeks of registration.
- Provide prompt review of notary applications, sending back incomplete applications to applicant and forwarding commissions to circuit courts for those who are appointed.

Customers Served:

- Citizens of the Commonwealth.
- The Governor of the Commonwealth
- Gubernatorial appointees to offices and collegial bodies
- Public officials
- Lobbyists
- Notaries Public
- Other state agencies

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$1,364,759	\$0	\$1,364,759	\$1,073,067	\$291,692	21.00
FY 2004	\$1,251,368	\$0	\$1,251,368	\$1,073,067	\$178,301	19.00
FY 2005	\$1,397,580	\$0	\$1,397,580	\$1,046,092	\$351,488	19.00
FY 2006	\$1,674,566	\$0	\$1,674,566	\$1,129,733	\$544,833	19.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,674,566	\$0	\$1,674,566	\$1,194,433	\$480,133	19.00
FY 2007 Addenda	\$120,635	\$0	\$120,635	\$82,880	\$37,755	0.00
FY 2007 TOTAL	\$1,795,201	\$0	\$1,795,201	\$1,277,313	\$517,888	19.00
FY 2008 Base Budget	\$1,674,566	\$0	\$1,674,566	\$1,194,433	\$480,133	19.00
FY 2008 Addenda	\$120,831	\$0	\$120,831	\$82,880	\$37,951	0.00
FY 2008 TOTAL	\$1,795,397	\$0	\$1,795,397	\$1,277,313	\$518,084	19.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$82,880 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$37,755 (GF). For 2008, \$37,951 (GF).

Agency Service Areas:

Appointments

This service area provides for the appointments process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,253,782	\$1,253,782	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$53,043	\$53,043	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$37,755	\$37,951	0.00	0.00
Total for Service Area	\$1,344,580	\$1,344,776	9.00	9.00

Objective: Provide the Governor with qualified candidates for every appointed position (at-will and collegial board members) before their statutory term of office commences.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of times the appointment is made before the term expires.		100%

Authentications

This service area provides for the authentications process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$134,978	\$134,978	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$9,947	\$9,947	0.00	0.00
Total for Service Area	\$144,925	\$144,925	3.00	3.00

Objective: Provide quick and accurate responses to requests for the authentication of Commonwealth issued documents.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Authentications that come in versus the number that go out.		100%

Judicial Support Services

This service area provides for the judicial support services process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$132,272	\$132,272	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$9,115	\$9,115	0.00	0.00
Total for Service Area	\$141,387	\$141,387	3.00	3.00

Objective: Conduct investigations, collect information, and provide a file for the Governor's consideration on

petitions for restoration of civil rights, pardons, and other forms of executive clemency .

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of investigations the Governor acts upon.		100%

Objective: Prepare notices to defendants as quickly as possible and have those individuals served.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of defendants served within a 3 day period.		100%

Lobbyist and Organization Registrations

This service area provides for the lobbyist and organization registration process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$124,687	\$124,687	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$8,288	\$8,288	0.00	0.00
Total for Service Area	\$132,975	\$132,975	3.00	3.00

Objective: Provide same-day service for registrations of lobbyists as well as processing their disclosure reports.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of registrations processed in the same day.		100%

Objective: Research registering lobbyists and organizations, avoiding duplications, within two weeks of registration.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of registrations processed within 2 weeks of receipt.		100%

Notaries Commissioning

This service area provides for the notary commission process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$28,847	\$28,847	1.00	1.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,487	\$2,487	0.00	0.00
Total for Service Area	\$31,334	\$31,334	1.00	1.00

Objective: Provide prompt review of notary applications, sending back incomplete applications to applicant and forwarding commissions to circuit courts for those who are appointed.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of applications processed within a week of receipt.		100%

Office For Substance Abuse Prevention

Mission Statement

The Governor's Office for Substance Abuse Prevention's mission is to support positive youth development by providing strategic statewide leadership, fostering collaboration and the sharing of resources at all levels, and providing tools and training to practice evidence-based prevention so that Virginia's youth will develop into productive citizens free from substance abuse, violence, delinquency, school drop-out, criminal gang participation and related risky behaviors.

Agency Goals:

- Model collaborative vision, leadership and resource development.
- Support positive development of Virginia's youth through evidenced-based prevention practice.
- Provide objective data on the well-being of Virginia's communities to citizens, students, researchers, evaluators, state and local and business planners and decision-makers.
- Encourage economic development by establishing the structure for improving community assets.

Customers Served:

- GOSAP Collaborative Agencies
- GOSAP Council
- Interagency Anti-Gang Workgroup
- Grantees
- Prevention Practitioners and Coalitions
- Virginia's Youth, Families and Citizens

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$600,000	\$600,000	\$0	\$600,000	0.00
FY 2004	\$0	\$600,000	\$600,000	\$0	\$600,000	0.00
FY 2005	\$0	\$600,000	\$600,000	\$190,865	\$409,135	3.00
FY 2006	\$0	\$600,000	\$600,000	\$190,865	\$409,135	3.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$600,000	\$600,000	\$190,865	\$409,135	3.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$0	\$600,000	\$600,000	\$190,865	\$409,135	3.00
FY 2008 Base Budget	\$0	\$600,000	\$600,000	\$190,865	\$409,135	3.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$0	\$600,000	\$600,000	\$190,865	\$409,135	3.00

Agency Service Areas:

Substance Abuse Research, Planning and Coordination

GOSAP administers and coordinates Virginia's substance abuse prevention funding and activities on the Governor's behalf. Evidence-based strategies decrease factors that put youth at risk and increase factors that protect them. These same factors influence whether youth engage in other risky behavior like delinquency, gang involvement, dropping out of school and violence. To advance the positive development of Virginia's youth, GOSAP:

- leads and collaborates with agencies and organizations across Virginia to more efficiently prevent substance abuse and other risky behavior;
- leads and models strong collaboration among state and local agencies, organizations, coalitions and faith communities that address prevention;

- prioritizes, coordinates and leverages Virginia’s prevention resources to improve efficiency;
- improves the effectiveness of Virginia’s prevention efforts by providing practical tools for and training in evidence-based prevention strategies;
- develops and recognizes prevention professionals and volunteers; and
- sustains and enhances evidence-based prevention strategies including: risk-based, data-driven needs assessments, measurable goals and objectives, use of evidence-based programs, and evaluation for accountability and improvement.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$600,000	\$600,000	3.00	3.00
Total for Service Area	\$600,000	\$600,000	3.00	3.00

Objective: GOSAP will lead statewide prevention plan implementation through June 30, 2008.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Production and implementation of Collaborative work plans	Management standards, a marketing and advocacy plan, and a prevention professional training and certification plan do not currently exist.	GOSAP will develop and implement management standards that are reviewed by the GOSAP Collaborative annually, a marketing and advocacy plan, and a prevention professional training and certification plan by June 30, 2008.

Objective: GOSAP will seek, administer and leverage resources to support evidenced-based prevention practice through June 30, 2008.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number and amount of grants managed	<ul style="list-style-type: none"> • FY06 Safe & Drug Free Schools: 21 grants totaling \$630,795 • FY05 Protect & Respect: 13 grants totaling \$383,140 	<ul style="list-style-type: none"> • FY06 Safe & Drug Free Schools: 15 grants totaling \$473,000 • FY05 Protect & Respect: 9 grants totaling \$287,300

Objective: GOSAP will enhance the Community Profile Database to improve customer service by June 30, 2008.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Use of database	New measure, baseline data not available. Baseline will be established using FY06 data.	GOSAP anticipates there will be at least 3,000 hits annually on the Community Profile Database Website.

Objective: GOSAP will provide training and tools to build community ability to practice evidence-based prevention through June 30, 2008.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of training events and participants	<ul style="list-style-type: none"> • Prevention-related workshops and training: 229 people • Sponsored training for prevention practitioners: 615 people • Prevention leadership experiences for youth: 950 people • Implementation workshops: Baseline will be established using FY06 data. 	<ul style="list-style-type: none"> • Prevention workshops and training: 230 people, 7 events • Training for prevention practitioners: 615 people, 2 events • Leadership experiences for youth: 950 people, 2 events • Implementation workshops: 100 people, 2 events

Interstate Organization Contributions

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$238,872	\$0	\$238,872	\$0	\$238,872	0.00
FY 2004	\$219,762	\$0	\$219,762	\$0	\$219,762	0.00
FY 2005	\$230,580	\$0	\$230,580	\$0	\$230,580	0.00
FY 2006	\$232,066	\$0	\$232,066	\$0	\$232,066	0.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$232,066	\$0	\$232,066	\$0	\$232,066	0.00
FY 2007 Addenda	\$6,100	\$0	\$6,100	\$0	\$6,100	0.00
FY 2007 TOTAL	\$238,166	\$0	\$238,166	\$0	\$238,166	0.00
FY 2008 Base Budget	\$232,066	\$0	\$232,066	\$0	\$232,066	0.00
FY 2008 Addenda	\$6,100	\$0	\$6,100	\$0	\$6,100	0.00
FY 2008 TOTAL	\$238,166	\$0	\$238,166	\$0	\$238,166	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Adjust the Federal Funds Information for States (FFIS) subscription rate**

Provides funding to pay for subscription rate increase in the Federal Funds Information for States service. For each year, \$6,100 (GF).

Agency Service Areas:

Interstate Affairs

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$232,066	\$232,066	0.00	0.00
Adjust the Federal Funds Information for States (FFIS) subscription rate	\$6,100	\$6,100	0.00	0.00
Total for Service Area	\$238,166	\$238,166	0.00	0.00



Office of Administration

The agencies in the Administration secretariat manage the state's real estate portfolio, serve as the state building official, administer employee policies and benefits, oversee procurement, and provide laboratory services to state agencies and others. Administration agencies also supervise elections, provide services to Virginia's veterans, channel state funds to constitutional officers and public broadcasting entities, oversee charitable gaming, and safeguard human rights.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$540,588,058	\$167,422,469	\$708,010,527	\$50,198,761	\$657,811,766	1,144.00
FY 2004	\$535,795,533	\$165,147,627	\$700,943,160	\$46,650,726	\$654,292,434	1,136.00
FY 2005	\$562,902,674	\$222,982,142	\$785,884,816	\$60,333,318	\$725,551,498	1,160.00
FY 2006	\$580,705,041	\$199,585,388	\$780,290,429	\$61,811,480	\$718,478,949	1,168.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$580,705,041	\$199,585,388	\$780,290,429	\$59,217,769	\$721,072,660	1,168.00
FY 2007 Addenda	\$57,570,361	\$19,936,629	\$77,506,990	\$7,938,506	\$69,568,484	64.00
FY 2007 TOTAL	\$638,275,402	\$219,522,017	\$857,797,419	\$67,156,275	\$790,641,144	1,232.00
FY 2008 Base Budget	\$580,705,041	\$199,585,388	\$780,290,429	\$59,217,769	\$721,072,660	1,168.00
FY 2008 Addenda	\$59,901,713	\$20,358,429	\$80,260,142	\$8,313,932	\$71,946,210	69.00
FY 2008 TOTAL	\$640,606,754	\$219,943,817	\$860,550,571	\$67,531,701	\$793,018,870	1,237.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$16,991,000	\$2,000,000	\$18,991,000	\$0	\$18,991,000	0.00
FY 2008 Capital	\$6,348,000	\$0	\$6,348,000	\$0	\$6,348,000	0.00

Secretary of Administration

Mission Statement

The Secretary of Administration provides leadership, management and direction to agencies assigned to the Administration secretariat. Through the use of specific management and measuring tools, the office ensures the following are administered efficiently and effectively in accordance with best business practices and with high standards of customer service: human resource policies and benefits programs; the Commonwealth's real estate portfolio, including owned and leased facilities; capital outlay building code official; procurement policies; laboratory services; elections; services to Virginia veterans; funding to constitutional officers and public broadcasting entities; regulation of charitable gaming; and safeguard of certain human rights.

Agency Goals:

- .
- Manage the administrative functions of state government to improve their efficiency and effectiveness.
- Promote best business practices throughout government.
- Financially support community access to educational and economic programming via public broadcasting.
- Effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.

Customers Served:

- The customers of the Secretary are the customers of the agencies under the oversight of the Secretary.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$851,960	\$0	\$851,960	\$876,862	(\$24,902)	14.00
FY 2004	\$7,333,174	\$0	\$7,333,174	\$784,913	\$6,548,261	13.00
FY 2005	\$7,429,632	\$0	\$7,429,632	\$793,093	\$6,636,539	12.00
FY 2006	\$7,582,054	\$0	\$7,582,054	\$941,447	\$6,640,607	12.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$7,582,054	\$0	\$7,582,054	\$941,447	\$6,640,607	12.00
FY 2007 Addenda	\$69,222	\$0	\$69,222	\$75,347	(\$6,125)	0.00
FY 2007 TOTAL	\$7,651,276	\$0	\$7,651,276	\$1,016,794	\$6,634,482	12.00
FY 2008 Base Budget	\$7,582,054	\$0	\$7,582,054	\$941,447	\$6,640,607	12.00
FY 2008 Addenda	\$69,422	\$0	\$69,422	\$75,347	(\$5,925)	0.00
FY 2008 TOTAL	\$7,651,476	\$0	\$7,651,476	\$1,016,794	\$6,634,682	12.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$76,697 (GF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, a decrease of \$7,475 (GF). For 2008, a decrease of \$7,275 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,078,678	\$1,078,678	12.00	12.00
Transfer centrally funded amounts to agency budgets	\$76,697	\$76,697	0.00	0.00
Adjust funding for agency expenditures related to cost of basic operations	(\$7,475)	(\$7,275)	0.00	0.00
Total for Service Area	\$1,147,900	\$1,148,100	12.00	12.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	75%	100%

Community Access to Educational, Economic, and Cultural Programming through Public Television

This service area provides for the financial assistance for public television.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,990,820	\$2,990,820	0.00	0.00
Total for Service Area	\$2,990,820	\$2,990,820	0.00	0.00

Community Access to Educational, Economic, and Cultural Programming through Public Radio

This service area provides financial assistance for public radio.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$608,849	\$608,849	0.00	0.00
Total for Service Area	\$608,849	\$608,849	0.00	0.00

Financial Assistance for Educational Telecommunications

To provide financial assistance for educational telecommunications.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,746,631	\$2,746,631	0.00	0.00
Total for Service Area	\$2,746,631	\$2,746,631	0.00	0.00

Financial Assistance for Radio Reading Services

To provide financial assistance for radio reading services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$157,076	\$157,076	0.00	0.00
Total for Service Area	\$157,076	\$157,076	0.00	0.00

Compensation Board

Mission Statement

The Compensation Board's mission is to determine a reasonable budget for the participation of the Commonwealth toward the total cost of office operations for constitutional officers, and to assist those officers and their staff through automation, training and other means, to improve efficiencies and to enhance the level of services provided to the citizens of Virginia.

Agency Goals:

- Provide prompt reimbursement of constitutional officer monthly reimbursement requests.
- Provide accurate reimbursement of constitutional officer monthly reimbursement requests.
- Provide outstanding customer service support to constitutional officers through Compensation Board products and services.
- Ensure the fiscal integrity of the Commonwealth's resources.

Customers Served:

- Regional Jail Administrators
- Sheriffs
- Circuit Court Clerks
- Commonwealth's Attorneys
- Treasurers
- Commissioners of the Revenue
- Directors of Finance

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$496,590,012	\$8,195,169	\$504,785,181	\$2,363,333	\$502,421,848	24.00
FY 2004	\$492,064,748	\$3,745,022	\$495,809,770	\$2,298,538	\$493,511,232	24.00
FY 2005	\$516,181,064	\$5,002,345	\$521,183,409	\$2,478,006	\$518,705,403	25.00
FY 2006	\$532,122,290	\$11,725,965	\$543,848,255	\$2,478,006	\$541,370,249	25.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$532,122,290	\$11,725,965	\$543,848,255	\$2,482,331	\$541,365,924	25.00
FY 2007 Addenda	\$50,515,156	\$2,161	\$50,517,317	\$129,641	\$50,387,676	0.00
FY 2007 TOTAL	\$582,637,446	\$11,728,126	\$594,365,572	\$2,611,972	\$591,753,600	25.00
FY 2008 Base Budget	\$532,122,290	\$11,725,965	\$543,848,255	\$2,482,331	\$541,365,924	25.00
FY 2008 Addenda	\$53,682,669	\$2,161	\$53,684,830	\$129,641	\$53,555,189	0.00
FY 2008 TOTAL	\$585,804,959	\$11,728,126	\$597,533,085	\$2,611,972	\$594,921,113	25.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$36.1 million (GF) and \$2,161 (NGF).

► **Reduce equipment funding**

Eliminates one-time funding related to equipment funding that was provided to the Commonwealth's attorneys in 2006. This funding was provided for Commonwealth's attorneys' offices that changed from part-time to full-time status. For each year, a reduction of \$27,984 (GF).

► **Provide the full cost of partially funded items**

Increases funding to support annualizing salaries for circuit court clerks salary bracket adjustment, jail overcrowding positions, and law enforcement deputies. Funding also supports annualizing the Deputy Treasurers Career Development Program, the Commissioners of the Revenue Career Development Program, the Sheriffs' Career Plan, and new jails. For 2007, \$2.9 million (GF). For 2008, \$3.1 million (GF).

► **Transfer funding from the treasurers to the finance directors program**

Transfers funding from the treasurers program to the finance directors program. This transfer partially addresses the shortfall in central account funding for the 2006 salary increases for the finance directors program. (Net zero adjustment)

► **Provide one law enforcement deputy per 1,500 in local population**

Increases funding to support 29 law enforcement deputies in eight offices. This level of support is necessary to satisfy a Code of Virginia requirement that the Compensation Board provide one law enforcement deputy per 1,500 population in all sheriffs' offices. For 2007, \$850,583 (GF). For 2008, \$929,698 (GF).

► **Provide funding to staff new jails and jail expansions**

Reflects funding requirements for three new or expanded jail projects currently under construction or anticipated to begin construction in time to be on-line with required staffing in the 2006-2008 biennium. Funding supports two projects for the Northwestern Regional Jail (Clarke/Fredericksburg/Winchester) and the Eastern Shore Regional Jail project. For 2007, \$2.0 million (GF). For 2008, \$2.9 million (GF).

► **Provide funding for per diem payments to local and regional jails**

Adjusts funding for reimbursement to localities for housing inmates in local and regional jails and jail farms. The Commonwealth compensates local governments for the housing of these inmates according to the formulas specified in the Appropriation Act. The adjustment reflects actual inmate population counts through the first quarter of 2006 and establishes the base for the 2006-2008 biennium. For each year, \$285,804 (GF).

► **Provide funding to fully annualize the December 2005 salary increase for constitutional officers**

Adds funds to cover the cost of annualizing the December 1, 2004 and December 1, 2005 salary regrades into the new biennium. The base budget was insufficient to fully cover the annualized cost of the salary increase for sheriffs and regional jails, Commonwealth's attorneys, directors of finance, and commissioners of the revenue. For each year, \$2.7 million (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$22,853 (GF). For 2008, \$22,140 (GF).

► **Provide funding for public safety equipment**

Provides funding to add mug shot enhancement to existing live scan systems in sheriff and regional jail offices and new live scan equipment that includes the mug shot enhancement in sheriffs and regional jail offices that do not currently have live scan equipment. For 2007, \$761,496 (GF).

► **Implement sheriffs' career development program**

Provides funding for the career development program for sheriffs. This program sets a standard of professional excellence that is intended to be a challenge to achieve, as well as an opportunity for continuing improvement, for those sheriffs who choose to participate. The career development plan is a recognition and incentive program based upon individual accomplishments and maintenance of specific criteria. For each year, \$324,974 (GF).

► **Address staffing need in sheriffs' court services**

Provides funding to support 12.5 percent in the first year and 20 percent in the second year of the staffing need for sheriffs' court services staffing standard. For 2007, \$673,281 (GF). For 2008, \$1.1 million (GF).

► **Address staffing need in Commonwealth's attorneys offices**

Provides funding to support 12.5 percent in the first year and 20 percent in the second year of the staffing need for Commonwealth's attorneys court services staffing standard. For 2007, \$1.4 million (GF). For 2008, \$2.2 million (GF).

► **Address staffing need in circuit courts clerks offices**

Provides funding to support 12.5 percent in the first year and 20 percent in the second year of the staffing need for circuit courts clerks offices staffing standard. For 2007, \$1.3 million (GF). For 2008, \$2.0 million (GF).

► **Address staffing need in treasurers offices**

Provides funding to support 12.5 percent in the first year and 20 percent in the second year of the staffing need for treasurers offices staffing standard. For 2007, \$579,181 (GF). For 2008, \$924,225 (GF).

► **Address staffing need in commissioners of the revenue offices**

Provides funding to support 12.5 percent in the first year and 20 percent in the second year of the staffing need for the commissioners of the revenue staffing standard. For 2007, \$492,920 (GF). For 2008, \$788,672 (GF).

► **Address staffing need in directors of finance offices**

Provides funding to support 12.5 percent in the first year and 20 percent in the second year of the staffing need for directors of finance offices staffing standard. For 2007, \$271,106 (GF). For 2008, \$418,982 (GF).

Agency Service Areas:

Financial Assistance for Regional Jail Operations

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of regional jail operations to include salaries and associated fringe benefits for the regional jail superintendent, security and administrative staff, equipment and office expenses. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$73,757,329	\$73,757,329	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$5,907,378	\$5,907,378	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$1,737,773	\$1,857,105	0.00	0.00
<i>Provide one law enforcement deputy per 1,500 in local population</i>	\$850,583	\$929,698	0.00	0.00
<i>Provide funding to staff new jails and jail expansions</i>	\$1,951,730	\$2,856,375	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$66,516	\$66,516	0.00	0.00
<i>Provide funding for public safety equipment</i>	\$380,748	\$0	0.00	0.00
Total for Service Area	\$84,652,057	\$85,374,401	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of regional jail operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for regional jail superintendents was 90%.	To increase the Overall Satisfaction rating for regional jail superintendents to 93% within the next three fiscal years (FY08).

Financial Assistance for Local Law Enforcement

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of local law enforcement operations, which represents county sheriffs' offices which have primary law enforcement responsibilities in the localities of the Commonwealth. Funding is dedicated to salaries and associated fringe benefits for law enforcement staff in these localities. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$75,441,080	\$75,441,080	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$6,089,253	\$6,089,253	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$115,149	\$115,149	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$539,927	\$539,927	0.00	0.00
<i>Provide funding for public safety equipment</i>	\$380,748	\$0	0.00	0.00
Total for Service Area	\$82,566,157	\$82,185,409	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of local law enforcement operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Sheriffs was 88%.	To increase the Overall Satisfaction rating for Sheriffs to 91% within the next three fiscal years (FY08).

Financial Assistance for Local Court Services

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of local court services operations, which represents all sheriffs' offices which provide courtroom security and serve court papers in the localities of the Commonwealth. Funding is dedicated to salaries and associated fringe benefits for court services staff in these localities, equipment and office expenses. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$37,100,958	\$37,100,958	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,600,490	\$3,600,490	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$510,768	\$510,768	0.00	0.00
<i>Address staffing need in sheriffs' court services</i>	\$673,281	\$1,058,013	0.00	0.00
Total for Service Area	\$41,885,497	\$42,270,229	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of local court services operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Sheriffs was 88%.	To increase the Overall Satisfaction rating for Sheriffs to 91% within the next three fiscal years (FY08).

Financial Assistance to Sheriffs

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of salaries and associated fringe benefits for the locally-elected Sheriffs. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,726,325	\$9,726,325	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$779,002	\$779,002	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$240,090	\$240,090	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$302,010	\$302,010	0.00	0.00
<i>Implement sheriffs' career development program</i>	\$324,974	\$324,974	0.00	0.00
Total for Service Area	\$11,372,401	\$11,372,401	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of Sheriffs' salaries and associated fringe benefits in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Sheriffs was 88%.	To increase the Overall Satisfaction rating for Sheriffs to 91% within the next three fiscal years (FY08).

Financial Assistance for Local Jail Operations

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of local jail operations, which represents sheriffs' offices with local jail responsibilities in the Commonwealth. Funding is dedicated to salaries and associated fringe benefits for security and support staff in these facilities. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$137,758,730	\$137,758,730	0.00	0.00
Transfer centrally funded amounts to agency budgets	\$10,357,364	\$10,357,364	0.00	0.00
Provide the full cost of partially funded items	\$780,274	\$820,485	0.00	0.00
Provide funding to fully annualize the December 2005 salary increase for constitutional officers	\$868,778	\$868,778	0.00	0.00
Total for Service Area	\$149,765,146	\$149,805,357	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of local jail operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Sheriffs was 88%.	To increase the Overall Satisfaction rating for Sheriffs to 91% within the next three fiscal years (FY08).

Financial Assistance for Local Jail Per Diem

This service area implements the Compensation Board's responsibility to provide payment of the Commonwealth's share to support general nonpersonal services operating expenses (per diems) associated with maintaining an average daily population of state and local responsible inmates in local jails. Funding is also provided to reimburse emergency medical expenses for state-responsible inmates approved by the Compensation Board. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Payment of the Commonwealth's per diems and approved emergency medical expenses,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$48,197,966	\$48,197,966	0.00	0.00
<i>Provide funding for per diem payments to local and regional jails</i>	\$285,804	\$285,804	0.00	0.00
Total for Service Area	\$48,483,770	\$48,483,770	0.00	0.00

Objective: Provide the Commonwealth's share of funding for local jail per diems in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Payment Accuracy	Quarterly accuracy is currently at 100%.	To maintain 100% quarterly accuracy in payments.
Timely Payments	100% of properly reported inmate data is processed and payments are made within the quarterly deadline.	To maintain 100% timeliness in payments.

Financial Assistance for Regional Jail Per Diem

This service area implements the Compensation Board's responsibility to provide payment of the Commonwealth's share to support general nonpersonal services operating expenses (per diems) associated with maintaining an average daily population of state and local responsible inmates in regional jails. Funding is also provided to reimburse emergency medical expenses for state-responsible inmates approved by the Compensation Board. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Payment of the Commonwealth's per diems and approved emergency medical expenses,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$22,064,727	\$22,064,727	0.00	0.00
Total for Service Area	\$22,064,727	\$22,064,727	0.00	0.00

Objective: Provide the Commonwealth's share of funding for regional jail per diems in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Payment Accuracy	Quarterly accuracy is currently at 100%.	To maintain 100% quarterly accuracy in payments.
Timely Payments	100% of properly reported inmate data is currently processed and payments are made within the quarterly deadline.	To maintain 100% timeliness in payments.

Financial Assistance to Local Finance Directors

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the salaries and associated fringe benefits of local finance directors. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of salaries,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$515,271	\$515,271	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$10,986	\$10,986	0.00	0.00
Total for Service Area	\$526,257	\$526,257	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the salaries and associated fringe benefits of local finance directors in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for local finance directors was 82%.	To increase the Overall Satisfaction rating for local finance directors to 85% within the next three fiscal years (FY08).

Financial Assistance for Operations of Local Finance Directors

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of local finance directors operations, which includes salaries and associated fringe benefits for support staff and office expenses. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,021,442	\$5,021,442	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$105,929	\$105,929	0.00	0.00
<i>Address staffing need in directors of finance offices</i>	\$271,106	\$418,982	0.00	0.00
Total for Service Area	\$5,398,477	\$5,546,353	0.00	0.00

Objective: Provide the Commonwealth's share of funding for local finance director operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for local finance directors was 82%.	To increase the Overall Satisfaction rating for local finance directors to 85% within the next three fiscal years (FY08).

Financial Assistance to Local Commissioners of the Revenue for Tax Value Certification

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the salaries and associated fringe benefits of local Commissioners of the Revenue. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,485,578	\$7,485,578	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$641,489	\$641,489	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$30,434	\$30,434	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$69,631	\$69,631	0.00	0.00
Total for Service Area	\$8,227,132	\$8,227,132	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the salaries and associated fringe benefits of local Commissioners of the Revenue in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for local Commissioners of the Revenue was 82%.	To increase the Overall Satisfaction rating for local Commissioners of the Revenue to 85% within the next three fiscal years (FY08).

Financial Assistance for Operations of Local Commissioners of the Revenue

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of local Commissioners of the Revenue operations, which includes salaries and associated fringe benefits for Deputy Commissioners and administrative staff and office expenses (excluding staff assigned responsibility for state tax services). Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,240,547	\$7,240,547	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$620,490	\$620,490	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$66,023	\$66,023	0.00	0.00
<i>Address staffing need in commissioners of the revenue offices</i>	\$492,920	\$788,672	0.00	0.00
Total for Service Area	\$8,419,980	\$8,715,732	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of local Commissioners of the Revenue operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for local Commissioners of the Revenue was 82%.	To increase the Overall Satisfaction rating for local Commissioners of the Revenue to 85% within the next three fiscal years (FY08).

Financial Assistance for State Tax Services by Commissioners of the Revenue

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the salaries and associated fringe benefits of local Commissioners of the Revenue staff dedicated specifically to state tax services. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,549,187	\$1,549,187	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$132,760	\$132,760	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$10,631	\$10,631	0.00	0.00
Total for Service Area	\$1,692,578	\$1,692,578	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of local Commissioners of the Revenue operations for State Tax Services in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for local Commissioners of the Revenue was 82%.	To increase the Overall Satisfaction rating for local Commissioners of the Revenue to 85% within the next three fiscal years (FY08).

Financial Assistance to Attorneys for the Commonwealth

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the salaries and associated fringe benefits of Commonwealth's Attorneys. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,773,321	\$12,773,321	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$858,479	\$858,479	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$33,583	\$33,583	0.00	0.00
Total for Service Area	\$13,665,383	\$13,665,383	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the salaries and associated fringe benefits of Commonwealth's Attorneys in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Commonwealth's Attorneys was 78%.	To increase the Overall Satisfaction rating for Commonwealth's Attorneys to 81% within the next three fiscal years (FY08).

Financial Assistance for Operations of Local Attorneys for the Commonwealth

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of Commonwealth's Attorneys' operations, which includes the salaries and associated fringe benefits for Commonwealth's Attorneys' full-time and part-time assistant attorneys, paralegals and administrative staff, juvenile justice prosecutors, drug prosecutors, gang violence prosecutors and their assistants, and reimbursements for expenses associated with acting as substitute prosecutors. Approved equipment and office expenses are also funded. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$35,450,723	\$35,450,723	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,382,599	\$2,382,599	0.00	0.00
<i>Reduce equipment funding</i>	(\$27,984)	(\$27,984)	0.00	0.00
<i>Provide funding to fully annualize the December 2005 salary increase for constitutional officers</i>	\$88,858	\$88,858	0.00	0.00
<i>Address staffing need in Commonwealth's attorneys offices</i>	\$1,384,407	\$2,243,768	0.00	0.00
Total for Service Area	\$39,278,603	\$40,137,964	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of Commonwealth's Attorneys' operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Commonwealth's Attorneys was 78%.	To increase the Overall Satisfaction rating for Commonwealth's Attorneys to 81% within the next three fiscal years (FY08).

Financial Assistance to Circuit Court Clerks

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the salaries and associated fringe benefits of Circuit Court Clerks. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,476,063	\$10,476,063	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$827,532	\$827,532	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$7,444	\$7,444	0.00	0.00
Total for Service Area	\$11,311,039	\$11,311,039	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the salaries and associated fringe benefits of Circuit Court Clerks in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Circuit Court Clerks was 72%.	To increase the Overall Satisfaction rating for Circuit Court Clerks to 75% within the next three fiscal years (FY08).

Financial Assistance for Operations for Circuit Court Clerks

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of Circuit Court Clerks' operations, which includes salaries and associated fringe benefits for Deputy Clerks and administrative staff (excluding staff assigned to land records functions) and office expenses. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$17,291,525	\$17,291,525	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,365,903	\$1,365,903	0.00	0.00
<i>Address staffing need in circuit courts clerks offices</i>	\$1,278,928	\$2,032,582	0.00	0.00
Total for Service Area	\$19,936,356	\$20,690,010	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of Circuit Court Clerks' operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Circuit Court Clerks was 72%.	To increase the Overall Satisfaction rating for Circuit Court Clerks to 75% within the next three fiscal years (FY08).

Financial Assistance for Circuit Court Clerks' Land Records

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of Circuit Court Clerks' Land Records operations (salaries and associated fringe benefits for staff assigned to land records activities) and the administration of the Technology Trust Fund (TTF). Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Administration of the Technology Trust Fund,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$18,477,998	\$18,477,998	1.00	1.00
Transfer centrally funded amounts to agency budgets	\$535,523	\$535,523	0.00	0.00
Total for Service Area	\$19,013,521	\$19,013,521	1.00	1.00

Objective: Provide the Commonwealth's share of funding for the total cost of Circuit Court Clerks' Land Records operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Effectively administer the Technology Trust Fund.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Circuit Court Clerks TTF Process Feedback	The new system/process under COIN will be compared to the old system/process under SNIP through a survey in FY06 to Circuit Court Clerks. Survey results will establish the baseline for this objective.	To make adjustments (where appropriate and feasible) to the TTF budget request, allocation and reimbursement process in FY07 through feedback received from Circuit Court Clerks in the FY06 survey.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Circuit Court Clerks was 72%.	To increase the Overall Satisfaction rating for Circuit Court Clerks to 75% within the next three fiscal years (FY08).

Financial Assistance to Local Treasurers

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the salaries and associated fringe benefits of local Treasurers. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,860,338	\$7,860,338	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$876,036	\$876,036	0.00	0.00
Total for Service Area	\$8,736,374	\$8,736,374	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the salaries and associated fringe benefits of local Treasurers in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Treasurers was 82%.	To increase the Overall Satisfaction rating for Treasurers to 85% within the next three fiscal years (FY08).

Financial Assistance for Operations of Local Treasurers

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the total cost of local Treasurers' operations, which includes salaries and associated fringe benefits for Deputy Treasurers and administrative staff and office expenses (excluding staff assigned responsibility for state tax services). Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,527,392	\$7,527,392	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$838,929	\$838,929	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$21,881	\$21,881	0.00	0.00
<i>Address staffing need in treasurers offices</i>	\$579,181	\$924,225	0.00	0.00
Total for Service Area	\$8,967,383	\$9,312,427	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of local Treasurers' operations in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Treasurers was 82%.	To increase the Overall Satisfaction rating for Treasurers to 85% within the next three fiscal years (FY08).

Financial Assistance for State Tax Services by Local Treasurers

This service area implements the Compensation Board's responsibility to provide the Commonwealth's share of funding toward the salaries and associated fringe benefits of local Treasurers' staff dedicated specifically to state tax services. Products and services include:

- Determination of the Commonwealth's share of a reasonable budget,
- Reimbursement of the Commonwealth's share of the total cost of operations,
- Customer service assistance, and
- Training.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,039,640	\$1,039,640	0.00	0.00
Transfer centrally funded amounts to agency budgets	\$115,868	\$115,868	0.00	0.00
Provide the full cost of partially funded items	\$3,022	\$3,022	0.00	0.00
Total for Service Area	\$1,158,530	\$1,158,530	0.00	0.00

Objective: Provide the Commonwealth's share of funding for the total cost of local Treasurers' operations for State Tax Services in an accurate and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reimbursement Accuracy	Monthly accuracy is currently at 100%.	To maintain 100% monthly accuracy in reimbursements.
Timely Reimbursements	100% of properly submitted reimbursement requests are currently processed within the monthly deadline.	To maintain 100% timeliness in reimbursements.

Objective: Improve constitutional officers' efficiencies and thereby enhance the level of services provided to the citizens of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction	The FY05 Overall Satisfaction rating for Treasurers was 82%.	To increase the Overall Satisfaction rating for Treasurers to 85% within the next three fiscal years (FY08).

Administrative and Support Services

This service area implements the agency's responsibility to provide staff support to the Compensation Board and daily service to all elected and appointed constitutional officers and their respective staff through budget review and approval, monthly reimbursements to localities, auditing and other liaison activities, as well as funding to support all constitutional officers through General Management and Direction (including customer service and reporting activities), Information Technology Services (systems development, enhancements & support), Training Services (including constitutional officer Career Development Programs), Liability Insurance (Virginia Risk and Bond Insurances for the Commonwealth's constitutional officers) and other payments made on behalf of constitutional officers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,092,115	\$7,092,115	24.00	24.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$129,236	\$129,236	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$22,853	\$22,140	0.00	0.00
Total for Service Area	\$7,244,204	\$7,243,491	24.00	24.00

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Virginia Excels Management Scorecard	The FY05 percentage of scorecard categories marked as meets expectations was 100%.	To maintain a 100% success rate in meeting expectations of the Virginia Excels Management Scorecard.

Department Of Charitable Gaming

Mission Statement

The Department of Charitable Gaming (DCG) controls all charitable gaming in the Commonwealth through prescribed regulations that seek to ensure the integrity of charitable gaming, maintain the highest quality environment to eliminate fraud, and provide assistance to qualified organizations to enhance their charitable fund raising activities.

Agency Goals:

- Enforce all statutes and monitor the compliance of regulations relating to the conduct of charitable gaming.
- Assist with developing game management procedures for enhancing charitable organizations fund raising activities and the state's revenue.
- Provide for the effective and efficient performance of DCG personnel.

Customers Served:

- Permitted Organizations
- Licensed Suppliers

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$2,130,932	\$2,130,932	\$2,147,551	(\$16,619)	22.00
FY 2004	\$2,122,866	\$0	\$2,122,866	\$1,824,144	\$298,722	22.00
FY 2005	\$2,181,690	\$0	\$2,181,690	\$1,668,760	\$512,930	25.00
FY 2006	\$2,485,149	\$81,000	\$2,566,149	\$1,975,365	\$590,784	31.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$2,485,149	\$81,000	\$2,566,149	\$1,910,518	\$655,631	31.00
FY 2007 Addenda	\$185,678	(\$81,000)	\$104,678	\$179,658	(\$74,980)	0.00
FY 2007 TOTAL	\$2,670,827	\$0	\$2,670,827	\$2,090,176	\$580,651	31.00
FY 2008 Base Budget	\$2,485,149	\$81,000	\$2,566,149	\$1,910,518	\$655,631	31.00
FY 2008 Addenda	\$185,038	(\$81,000)	\$104,038	\$179,658	(\$75,620)	0.00
FY 2008 TOTAL	\$2,670,187	\$0	\$2,670,187	\$2,090,176	\$580,011	31.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$104,658 (GF).

► **Provide full funding for staff approved by the 2005 General Assembly**

Provides full funding for new positions added by the 2005 General Assembly. These positions were phased in during the current biennium. For each year, \$75,000 (GF).

► **Remove one time funding**

Eliminates one-time federal funds received last fiscal year due to a joint investigation conducted with the Internal Revenue Service. For each year, a reduction of \$81,000 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$6,020 (GF). For 2008, \$5,380 (GF).

Agency Service Areas:

Gaming Organization Licensing

To perform the Department's statutory obligations to regulate charitable gaming in Virginia by licensing and permitting qualified gaming organizations, suppliers and bingo callers and managers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$247,974	\$247,974	5.25	5.25
<i>Transfer centrally funded amounts to agency budgets</i>	\$20,000	\$20,000	0.00	0.00
<i>Provide full funding for staff approved by the 2005 General Assembly</i>	\$10,000	\$10,000	0.00	0.00
Total for Service Area	\$277,974	\$277,974	5.25	5.25

Objective: Process, investigate and evaluate all applications for a gaming license in an efficient and timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Streamline methodology for tracking license compliance.	Statute requires DCG to act upon issuance of a license within 45 days. Use on-line license technology for streamlining this measurement.	DCG's target is to have 100% compliance in issuing licenses within the statutory requirement. Our additional targets of 25% of permitted organizations enrolled in on-line license application program by June 2007 and 50% by June 2008.

Charitable Gaming Management Training

To assist permitted organizations and bingo callers and managers to conduct charitable gaming within the purposes authorized by state gaming laws and regulations by providing them with training and technical assistance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$60,558	\$60,558	0.62	0.62
Total for Service Area	\$60,558	\$60,558	0.62	0.62

Objective: To assist permitted organizations to conduct charitable gaming within the purposes authorized by state gaming laws and regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase training sessions.	Training data (date, location, # persons attending) is maintained in the agency's database.	DCG's target for FY07 training sessions is a 30% increase and for FY08 a 40% increase.

Objective: To conduct demographic survey of all qualified organizations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Survey organizations.	This is a new activity therefore no baseline data available.	Have 50% participation from submitted surveys.

Gaming Organization Audits

To monitor the compliance of permitted gaming organizations and suppliers with state gaming laws and regulations by auditing reports.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$581,188	\$581,188	10.25	10.25
Transfer centrally funded amounts to agency budgets	\$30,000	\$30,000	0.00	0.00
Provide full funding for staff approved by the 2005 General Assembly	\$30,000	\$30,000	0.00	0.00
Total for Service Area	\$641,188	\$641,188	10.25	10.25

Objective: Ensure the highest integrity of gaming by auditing qualified gaming organizations and suppliers financial reports.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase number and consistency of audits.	Permitted organizations to receive an audit on a minimum of once every 3 years.	One third of all permitted organizations will be audited during each calendar year. For example: 574 permitted organizations divided by 3 = 191 audits per year.

Objective: Manage charitable gaming financial data (collection of fees) in a manner that ensures funds are deposited efficiently and ensures organizations are promptly notified of any financial regulatory matter in a timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase number of organizations completing financial report.	List of licensed organizations required to submit report (particular quarter or for annual period) vs. list of organizations who failed to file a report.	DCG's target is to have at least 90% of organizations file in a timely manner – this reduces the penalty fee organizations must pay the Department.

Gaming Organization Enforcement

Investigate and detect possible violations of state gaming laws and regulations, pursue prosecution or regulatory action against individuals and organizations that violate these laws and regulations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$409,215	\$409,215	5.25	5.25
Transfer centrally funded amounts to agency budgets	\$17,000	\$17,000	0.00	0.00
Provide full funding for staff approved by the 2005 General Assembly	\$13,000	\$13,000	0.00	0.00
Total for Service Area	\$439,215	\$439,215	5.25	5.25

Objective: To consistently address through consent orders, successful prosecution of violations of state criminal

laws, license suspension, or revocation in order to create an environment that maintains the highest level of integrity for charitable gaming in Va.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce department initiated regulatory actions.	Number of regulatory actions initiated by the Department.	10% reduction in regulatory actions by June 2008.

Gaming Organization Inspection

To monitor the compliance of permitted gaming organizations with state gaming laws and regulations by conducting on-site inspections.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$343,855	\$343,855	5.63	5.63
<i>Transfer centrally funded amounts to agency budgets</i>	\$17,000	\$17,000	0.00	0.00
<i>Provide full funding for staff approved by the 2005 General Assembly</i>	\$13,000	\$13,000	0.00	0.00
Total for Service Area	\$373,855	\$373,855	5.63	5.63

Objective: Monitor the compliance of qualified gaming organizations with state gaming laws and regulations by conducting on-site inspections.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase inspection of qualified organizations.	Each qualified organization is inspected once each calendar quarter.	By 2008 each organization is inspected 4 times per year. For example: 574 qualified organizations x 4 = 2,296 inspections completed per year.

Administrative Services

To provide administrative support necessary to carry out the licensing, audit, training, inspection and enforcement functions required to regulate charitable gaming in Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$923,359	\$923,359	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$20,658	\$20,658	0.00	0.00
<i>Provide full funding for staff approved by the 2005 General Assembly</i>	\$9,000	\$9,000	0.00	0.00
<i>Remove one time funding</i>	(\$81,000)	(\$81,000)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$6,020	\$5,380	0.00	0.00
Total for Service Area	\$878,037	\$877,397	4.00	4.00

Objective: Provide administrative support for unit staffs to carry out the mission of the agency.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Employee performance evaluation ratings.	95% of DCG employees received a contributor or higher rating in 2004.	DCG's target is to have at least 97% of employees rated at contributor or above.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	100 %	No written findings no notice of delinquency.

Objective: Provide necessary resources to ensure staff has the necessary training opportunities to succeed in their performance goals.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Employee training.	A minimum of 20 hours per employee.	40 hours per FTE per year.

Department of Employment Dispute Resolution

Mission Statement

The mission of the Department of Employment Dispute Resolution is to provide state employees and agencies with a range of equitable and effective services -- including the grievance procedure, mediation, training and consultation -- to prevent, manage and resolve workplace disputes.

Agency Goals:

- Goal 1: Provide state employees and agencies with a range of equitable and effective services – including the grievance procedure, mediation, training and consultation – to prevent, manage and resolve workplace disputes.
- Goal 2: Expand awareness of EDR and its services throughout the state's workforce.
- Goal 3: Increase EDR's operational efficiencies while maintaining high management standards.

Customers Served:

- Primarily executive branch employees (approx. number of FTE salaried)
- Primarily executive branch agencies

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$891,860	\$278,080	\$1,169,940	\$1,137,666	\$32,274	18.00
FY 2004	\$855,432	\$278,080	\$1,133,512	\$937,586	\$195,926	18.00
FY 2005	\$902,395	\$281,148	\$1,183,543	\$1,004,737	\$178,806	18.00
FY 2006	\$943,020	\$251,765	\$1,194,785	\$1,015,979	\$178,806	18.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$943,020	\$251,765	\$1,194,785	\$1,022,263	\$172,522	18.00
FY 2007 Addenda	\$153,352	\$21,587	\$174,939	\$125,210	\$49,729	0.00
FY 2007 TOTAL	\$1,096,372	\$273,352	\$1,369,724	\$1,147,473	\$222,251	18.00
FY 2008 Base Budget	\$943,020	\$251,765	\$1,194,785	\$1,022,263	\$172,522	18.00
FY 2008 Addenda	\$132,750	\$21,587	\$154,337	\$129,450	\$24,887	0.00
FY 2008 TOTAL	\$1,075,770	\$273,352	\$1,349,122	\$1,151,713	\$197,409	18.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$56,969 (GF) and \$21,587 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$24,729 (GF). For 2008, \$24,887 (GF).

► **Replace aging computers**

Provides funds to replace four-year old computers that are aging in terms of performance and out of warranty. The current computers are not designed to support software packages utilized by the agency. For 2007, \$25,000 (GF).

► **Fund dispute resolution consultant**

Provides general fund dollars for dispute resolution position. In 2001, three dispute resolution consultant positions were partially funded with nongeneral fund dollars in anticipation that the agency could charge state agencies for employee dispute resolution training. Due to budget reductions, the agency has not been able to generate sufficient revenues to support this position. The infusion of general fund dollars for one of these positions will enable the agency to maintain its mandated levels of service, while also providing flexibility to appropriately charge state agencies for services rendered. For 2007, \$46,654 (GF). For 2008, \$50,894 (GF).

Agency Service Areas:

Employee Grievance, Mediation, Training, and Consultation Services

EDR's service area implements the Commonwealth's employment dispute resolution statutes. Services include:

- administration of the state employee grievance procedure
- administration of the statewide workplace mediation program
- informing employees and agency management of workplace rights and responsibilities, and available options for preventing, managing and resolving workplace conflict, through a toll-free phone service and other outreach activities
- training on workplace conflict management, mediation, employee discipline and the use of the grievance procedure
- upon request, and on a pilot basis, other early intervention services such as work unit facilitation and conflict coaching
- data collection and reporting on statewide workplace conflict management and resolution activities such as usage of the grievance procedure, mediation, problem-solving consultations, training, and other related services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,194,785	\$1,194,785	18.00	18.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$78,556	\$78,556	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$24,729	\$24,887	0.00	0.00
<i>Replace aging computers</i>	\$25,000	\$0	0.00	0.00
<i>Fund dispute resolution consultant</i>	\$46,654	\$50,894	0.00	0.00
Total for Service Area	\$1,369,724	\$1,349,122	18.00	18.00

Objective: To advance the effectiveness of the state employee grievance procedure in resolving workplace disputes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timeliness of Hearing Decisions	EDR's average during FY2005 was 39 calendar days.	Maintain average at no higher than 40 calendar days, assuming staffing and workload remain constant.
Timeliness of Administrative Rulings	EDR's average during FY2005 was 62 calendar days.	Decrease average to 60 calendar days or less, assuming staffing and workload remain constant.

Objective: To expand opportunities for state employees to develop knowledge and skills on the prevention and resolution of workplace conflict.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increased learning opportunities for state employees on workplace conflict management	In FY2005, EDR provided training services for 9 state agencies.	For FY2006, EDR will increase by 33 1/3% the number of state agencies that utilize its training services, for a total of 12.
High quality learning opportunities for state employees on workplace conflict management	For FY2005, just under 100% of EDR's training attendees were satisfied with the quality of EDR's training services.	At least 85% of participants are satisfied with the quality of EDR's learning opportunities.

Objective: To inform more state employees of EDR and its services through printed communications and outreach efforts.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increased Communications with State Employees and Agencies	This is a new measure, and no baseline currently exists.	EDR will launch at least two new print communications initiatives and at least two new regional outreach activities by December 31, 2006.

Objective: To provide timely and effective mediation services for the state's workforce.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely Mediation Screening and Scheduling	For FY2005, the average was 14 calendar days.	Maintain average at 20 calendar days or less, assuming staffing and workload remain constant.
Objective, High Quality Mediation Services	For FY2005, 98% of two-party mediation participants rated EDR's mediation services as objective and of high quality.	At least 85% of two-party mediation participants rate EDR's mediation services as objective and of high quality.

Objective: To explore the use of additional early intervention services, on a pilot basis, as a means to prevent and manage workplace conflict at the lowest possible level.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Additional early intervention services	In FY2005, EDR provided mediation as its primary early intervention service but discerned a need for new, even earlier intervention processes for state employees. Baseline data will be developed from the utilization of the new services being piloted.	EDR will pilot at least two additional early intervention processes (conflict coaching and group facilitation) in FY 2006.

Objective: To ensure that resources are used efficiently and programs are managed effectively and in a manner consistent with state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management Scorecard categories marked as meets expectations for the agency	100%	100%
Upgrade and streamline internal filing and records management practices	Although EDR has a records retention policy, it has not been updated on an annual basis.	To review and update as necessary the records retention policy on an annual basis and certify that all records management systems are compliant with current retention standards.

Department of General Services

Mission Statement

The Department of General Services (DGS) is a service agency supporting the mission of governments, while also serving businesses and citizens by delivering quality, cost-effective, timely, safe and secure laboratory, engineering and architecture, procurement, real estate, vehicle management, and graphic design services.

Agency Goals:

- Lead the way in change and innovation.
- Improve our customers' business processes.
- Strengthen our customers' safety and security condition.
- Provide cost effective and efficient services.
- Effectively develop, manage, and preserve state resources.

Customers Served:

- Other States
- Non-Profit Organizations
- Citizens of the Commonwealth/General Public
- Subordinate Agencies in all Branches of State Government
- Local Government
- Federal Government
- Business and Industry
- State Employees

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$18,763,508	\$16,800,427	\$35,563,935	\$32,475,316	\$3,088,619	649.00
FY 2004	\$17,949,034	\$10,850,158	\$28,799,192	\$30,862,699	(\$2,063,507)	650.00
FY 2005	\$18,708,604	\$19,489,319	\$38,197,923	\$35,476,856	\$2,721,067	651.00
FY 2006	\$18,805,467	\$19,657,533	\$38,463,000	\$35,549,394	\$2,913,606	642.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$18,805,467	\$19,657,533	\$38,463,000	\$32,662,664	\$5,800,336	642.00
FY 2007 Addenda	\$4,739,064	\$2,179,231	\$6,918,295	\$3,913,953	\$3,004,342	13.00
FY 2007 TOTAL	\$23,544,531	\$21,836,764	\$45,381,295	\$36,576,617	\$8,804,678	655.00
FY 2008 Base Budget	\$18,805,467	\$19,657,533	\$38,463,000	\$32,662,664	\$5,800,336	642.00
FY 2008 Addenda	\$3,754,869	\$2,540,656	\$6,295,525	\$3,977,969	\$2,317,556	13.00
FY 2008 TOTAL	\$22,560,336	\$22,198,189	\$44,758,525	\$36,640,633	\$8,117,892	655.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$13,746,000	\$2,000,000	\$15,746,000	\$0	\$15,746,000	0.00
FY 2008 Capital	\$6,348,000	\$0	\$6,348,000	\$0	\$6,348,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.4 million (GF) and \$1.7 million (NGF).

► **Fund increase cost for laboratory supplies and materials**

Adds funds that allow the Division of Consolidated Laboratory Services (DCLS) to provide emergency preparedness laboratory services for response to biological and chemical acts of terrorism, natural and man-made disasters, and emerging infectious and chronic diseases. From 2001 to 2005, the laboratory's general fund workload increased 12 percent (from 606,485 tests to 677,584 tests) with the biggest increase (eight percent) last fiscal year. The general fund support for DCLS has not increased. For each year, \$180,000 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$549,214 (GF). For 2008, \$692,546 (GF).

► **Provide training and technical support for procurement initiatives**

Provides funds to train the procurement workforce and end users at state agencies, institutions of higher education, and local governments on best business practices such as electronic procurement, and spend management. Virginia has invested millions of dollars on these initiatives, and the procurement workforce is still learning how to use these tools to improve the efficiency of operations. Classroom training will be conducted at regional locations as well as at individual agencies, institutions, and local government sites. For 2007, \$191,840 (GF) and two positions. For 2008, \$205,124 (GF) and \$22,792 (NGF).

► **Provide transaction analysis support for real estate division**

Adds funds for one professional and one clerical staff to assist with the review of real estate transactions resulting from increased workload. Current staffing cannot support the needs of the agency with many transactions taking six months or more to complete. Further, the implementation of the Governor's real estate initiative will increase transactions and place additional requirements on the agency. For 2007, \$56,483 (GF) and two positions. For 2008, \$61,619 (GF).

► **Assume maintenance and oversight of the Facility Inventory Condition and Assessment (FICA) system**

Adds funds and staff to maintain the new statewide FICA system that will be transferred to the department on or about May 1, 2006, from the Auditor of Public Accounts. The system will accumulate and analyze building information, develop maintenance projections and cost estimates and provide the information necessary to plan for each phase in the life cycle of each building. For 2007, \$330,231 (GF), \$516,516 (NGF), and two positions. For 2008, \$311,004 (GF) and \$486,442 (NGF).

► **Consolidate mail operations of small agencies**

Establishes a centralized mail organization with staff to manage mail operations for small agencies in and around the Capitol complex. Responsibilities will include management of mail handling resources, oversight of security policies and compliance with U.S. Postal Services' requirements, and the processing of mail for small agencies. Funds also cover costs for purchasing and maintaining equipment used in the inspection of incoming mail. For 2007, \$144,592 (GF) and three positions. For 2008, \$189,030 (GF).

► **Pay band adjustment for consolidated laboratory research technicians, specialists and Scientists**

Provides for a pay band adjustment for Consolidated Laboratory research technicians, research specialists and scientists. The adjustment is necessary to increase salaries of those employees that are currently below the midpoint of the current market average salary. For 2007, \$96,406 (GF). For 2008, \$144,609 (GF).

► **Fund information technology requirements**

Funds three information technology enhancements: a real estate portfolio management information system, improved information security, an upgrade to the consolidated laboratory's information technology maintenance and support, and adds three new positions. For 2007, \$1.1 million (GF) and three positions. For 2008, \$557,110 (GF) and \$368,707 (NGF).

► **Provides operational support to the Virginia War Memorial**

Adds funds to the Virginia War Memorial for the state's portion of the "Into Battle" film, for new signage, for essential security cameras, for new computer hardware, and for an administrative support position. For 2007, \$283,210 (GF) and one position. For 2008, \$38,186 (GF).

► **Provide for use of E-85 fuel in the Commonwealth**

Provides funds to facilitate the use of ethanol blend fuels, referred to as E-85 fuels, in the Commonwealth. State agencies own 1,000 passenger vehicles that are able to use these fuels but have not used them due to the lack of an infrastructure and competitive fuel prices. \$300,000 will be used to install state-owned E-85 storage and dispensing facilities in Richmond, Hampton Roads, and northern Virginia and \$150,000 to promote public/private E-85 refueling options in those areas. For 2007, \$450,000 (GF).

► **Funds the Commonwealth's electric procurement system**

Provides language to establish funding streams to pay for the continued operation of the Commonwealth's statewide electronic procurement system. The system will be funded by fees charged to agencies and vendors.

Agency Summary of Recommended Capital Outlay Addenda

► **Energy efficiency projects for Capitol complex**

Provides funds to enhance energy conservation in the Capitol complex. Existing equipment, lighting, and energy control systems are old, out-dated, non-efficient users of electricity, and high in maintenance costs. Major projects include the replacement of the chiller in the Jefferson and Monroe Buildings; all lighting and pneumatic controls with digital controls in the Supreme Court Building; the cooling tower in the Monroe Building; and all lighting in the Pocahontas Building. The expected payback period is 12.5 years at approximately \$135,200 per year. For the biennium, \$1.7 million (GF).

► **Renovate Morson Row**

Provides funds for major renovations to the Morson Row buildings on Governor's Street. Existing mechanical systems are incapable of producing reliable heating, ventilating, and cooling. Present fire detection and alarm systems do not include a fire suppression system to adequately protect these historic buildings. An elevator is needed to have these multi-story buildings accessible to individuals with disabilities. Renovations will address these needs and convert one restroom in each building to meet code requirements for accessibility; replace existing water service; restore interior finishes and architectural features; and repair and paint exterior finishes and features. For the biennium, \$2.2 million (GF).

► **Replace plaza deck at James Monroe Building**

Provides funds to replace the existing deck's paver system that has outlived its useful life. The present pavers have deteriorated to a point that sealant joints have numerous cracks and open joints. The water penetration through the faulty cracks has subjected the existing system to freeze-thaw cycles causing the pavers to become uprooted, thus deteriorating the drainage system. The project would remove the existing plaza deck and pedestrian bridge paver systems down to the concrete slab, and install a new waterproof system over which a new raised pre-cast concrete system will be applied to permit proper drainage. For the biennium, \$4.9 million (GF).

► **Purchase leasehold interest in Old City Hall Building**

Provides appropriation for purchase of the leasehold interest in Old City Hall Building. Acquisition is critical to the safety of the Governor and his cabinet who are located in the Patrick Henry Building which is adjacent to the Old City Hall Building. The rent payments from current and future tenants are sufficient to cover maintenance and operational costs on the building, as well as the financial obligations for the acquisition of the leasehold interest in the building. For the biennium, \$5.6 million (GF).

► **Provide furnishings for Washington Building**

Provides equipment for the renovated Washington Building that will be ready for occupancy in January 2007. The scope of this project will provide and install new freestanding office and modular office systems; re-wire and relocate tenants telephone and data systems/equipment; and store furnishings/equipment not moved to this facility until their disposition. For the biennium, \$4.8 million (GF).

► **Restore the Bell Tower**

Adds funds to repair the deteriorating Bell Tower by replacing brick, repointing masonry joints, removing and matching existing mortar joints, repairing deteriorated parging on the chimney, replacing and repairing stone belt courses, and replacing several stone lintels above doors and windows and several window sills. This historic structure was constructed in 1824 and is on the National Register of Historic Places. The tower is highly visible on Capitol Square and should be maintained with the same importance as the surrounding historic structures. For the biennium, \$394,000 (GF).

► **Construct education wing of Virginia War Memorial**

Adds funds to begin construction of an education center wing that will provide space for groups and individuals who visit the Memorial to gain a true understanding of what it costs in lives and sacrifices to keep our country free. The wing will make it possible for groups to tour the Memorial, and simultaneously view the educational programs in three class size theaters, to experience being in the center of an active battlefield, and see the records of thousands of Virginians who fought for our freedom. Visitors will also have the ability to review thousands of periodicals and tapes. For the biennium, \$500,000 (GF) and \$2.0 million (NGF).

Agency Service Areas:

Historic Landmarks and Facilities Management

The mission of the Virginia War Memorial Foundation is to manage and operate the Memorial in a way that honors Virginians who

have given their lives in battle, as well as all other military veterans, by the planning, development, and execution of appropriate programs and events.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$208,688	\$208,688	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,300	\$13,300	0.00	0.00
<i>Provides operational support to the Virginia War Memorial</i>	\$283,210	\$38,186	1.00	1.00
Total for Service Area	\$505,198	\$260,174	3.00	3.00

Objective: Improve public awareness and knowledge regarding why the Virginia War Memorial exists.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Improve Public Awareness	Number of annual visitors for FY05 - 12,782	Annual visitors by FY07. 30,000 annually by the end of FY07.

Objective: Development and implementation of programs, i.e. educational programs such as Into Battle and Virginians at War.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Develop Educational Programs	Number of educational programs developed in FY05: 2	Number of educational programs developed in FY07. 5 by the end of FY07.

Objective: Increase number of Patriotic events

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Events	Number of patriotic events conducted in FY05: 11	Number of patriotic events held annually. 12 annually by the end of FY07.

Statewide Laboratory Services

This service area performs more than 3 million tests annually, providing high quality laboratory services, including research and scientific investigations, to agencies serving to protect the health and welfare of the citizens of Virginia and the environment in which they live.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$23,028,846	\$23,028,846	202.50	202.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,618,750	\$1,618,750	0.00	0.00
<i>Fund increase cost for laboratory supplies and materials</i>	\$180,000	\$180,000	0.00	0.00
<i>Pay band adjustment for consolidated lavatory research technicians, specialists and Scientists</i>	\$96,406	\$144,609	0.00	0.00
Total for Service Area	\$24,924,002	\$24,972,205	202.50	202.50

Objective: Provide accurate and high quality test results.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Attain and maintain an annual cumulative accuracy rate of 99% or better when testing proficiency samples.	For the years 2002 through 2004, DCLS has an average accuracy rate of 99%	Maintain an annual cumulative accuracy rate of 99% or better on proficiency sample results for DCLS testing procedures.

Objective: Exceed customer's expectations for laboratory test results within customer defined Turn-Around-Times.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Exceed customer's expectations for laboratory test results within customer defined Turn-Around-Times.	Percent of test results reported within defined service turn around time.	96% at the end of FY07; 98% at the end of FY08

Statewide Leasing and Disposal Services

The Division of Real Estate Services (DRES) provides real estate portfolio management, transactional and strategic planning services to state agency customers by collaborating with agencies to meet their real estate needs while ensuring quality and efficiency and managing costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$610,202	\$610,202	9.50	9.50
<i>Provide transaction analysis support for real estate division</i>	\$56,483	\$61,619	2.00	2.00
<i>Fund information technology requirements</i>	\$486,241	\$368,707	1.00	1.00
Total for Service Area	\$1,152,926	\$1,040,528	12.50	12.50

Objective: Advance DRES's customer service focused portfolio management mission to the Commonwealth's agencies and landlord community.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Advance DRES's customer service focused portfolio management organizational mission to the Commonwealth's agencies and the landlord community.	New measure, fully verified baseline data not available. Baseline will be established using FY06 data.	Complete DRES initial organizational ramp-up (addition of up to 6 FTEs) hiring by June 30, 2006. 100% of agency real estate solicitations, lease negotiations and document drafting fully transitioned to DRES by June 30, 2006.

Objective: Leverage the existing office real estate portfolio in the major markets of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Leverage the existing office real estate portfolio in the major markets of the Commonwealth.	New measure, fully verified baseline data not available. Baseline will be established following audit of existing lease data in PLATS.	Major market collocation strategies fully developed for Richmond, Norfolk, Newport News and Virginia Beach by December 31, 2005. Roanoke co-location strategy developed by June 30, 2006 and key secondary markets by December 31, 2006.

Objective: Complete an internal process and workflow reorganization where possible to streamline the real estate transaction cycle and develop effective reporting metrics.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Complete an internal process and workflow reorganization where possible to streamline the real estate transaction cycle and develop effective reporting metrics.	New measure, fully verified baseline data not available. Baseline will be established using FY06 data.	<input type="checkbox"/> Publish detail 210 sf/FTE space policy by December 31, 2005. Review and update primary legal form templates by June 30, 2006. Review and update leasing and acquisition manuals by June 30, 2006.

Objective: Verify existing real property database and implement changes in technology systems to support the tracking of space and implementation of a more effective portfolio management strategy.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Verify existing real property database and implement changes in technology systems to support the tracking of space and implementation of a more effective portfolio management strategy.	New measure, fully verified baseline data not available. Baseline will be established using FY06 data.	<input type="checkbox"/> <input type="checkbox"/> 100% of lease scanning complete by December 31, 2005 and lease audits of 100% of active office leases complete by June 30, 2006.

Statewide Procurement Services

This service area implements the Virginia Public Procurement Act (VPPA) and provides a program and standards for the efficient and effective procurement of non-technology goods and non-professional services for government operations. Products and services include:

- Policies and procedures to interpret the VPPA for public bodies in the Commonwealth,
- Electronic Procurement system (eVA),
- Virginia Partners in Procurement and Statewide contracts. Focus on spend management and collaboration between agencies, institutions, and other public bodies to leverage the buying power of the Commonwealth, and
- Customer assistance such as training, consulting, technical assistance and operational assessments targeted to maintain the integrity of the procurement process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,945,642	\$6,945,642	62.00	62.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$486,965	\$486,965	0.00	0.00
<i>Provide training and technical support for procurement initiatives</i>	\$191,840	\$227,916	2.00	2.00
Total for Service Area	\$7,624,447	\$7,660,523	64.00	64.00

Objective: Increase the utilization of eVA electronic procurement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the utilization of eVA electronic procurement.	\$3.6 Billion	Will increase compared to FY05 end-of-year results.

Objective: Fully leverage the buying power of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Fully leverage the buying power of the Commonwealth.	90 Contracts	10% increase

Objective: Increase the access to Commonwealth business opportunities for SWAM businesses.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the access to Commonwealth business opportunities for SWAM businesses.	Zero at the beginning of each fiscal year.	Will increase compared to FY05 end-of-year results

Objective: Improve and maintain the integrity of the Commonwealth's procurement processes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Improve and maintain the integrity of the Commonwealth's procurement processes.	FY05 training statistics	Will increase compared to FY05 end-of-year results.

Surplus Property Programs

Develop policies and procedures while providing guidance and assistance in the administration of the State and Federal Surplus Property Programs, which makes surplus material/equipment available to public entities and the general public. In addition, this service area provides guidance to state agencies on recycling programs and opportunities.

No dollars are directly appropriated to this service area. Instead, the General Assembly provides for a contingency appropriation, referred to as sum sufficient, that the agency may activate through established procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	21.00	21.00
Total for Service Area	\$0	\$0	21.00	21.00

Objective: Expand Internet Sales to diminish the need for the competitive bid process.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Time taken to dispose of surplus property via internet sales and the time surplus property remained in storage prior to pickup.	Internet Sale FY05 \$176,077.84.	Increase Internet Sales by 20% in FY06.

Objective: Increase revenue generated by the Federal Surplus Property Program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Revenue received	FY 05 Revenue \$1,000,000	Increase the current baseline by 10% in FY06

Objective: Revive the State Recycling Program in FY06

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amounts and number of items recycled or reused by state agencies. Amounts and number of items recycled or reused by state agencies.	This is a new measure, therefore baseline data not available.	Within the next two years, increase by 15% state agency recycling collection activity, the number of green products available for state purchase and the amount of green products purchased by state agencies.

Statewide Cooperative Procurement and Distribution Services

This service area implements the Virginia Public Procurement Act (VPPA) and provides a program for the leveraged procurement and distribution of quality goods and achievement of freight efficiencies for government operations through the Virginia Distribution Center (VDC).

No dollars are directly appropriated to this service area. Instead, the General Assembly provides for a contingency appropriation, referred to as sum sufficient, that the agency may activate through established procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	26.00	26.00
Total for Service Area	\$0	\$0	26.00	26.00

Objective: Provide cost avoidance to customers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The dollar value cost avoidance offered to customers by Statewide Procurement and Distribution Services over local or other available sources.	FY05 cost avoidance of \$11.1 Million.	Target cost avoidance for FY06 is \$11.5 Million. Target cost avoidance for FY07 is \$11.9 Million.

Parking Facilities Management

The Bureau of Facilities Management/Parking Services Section provides convenient, safe, clean and structurally sound parking facilities for officers, employees and contractors to park their vehicles at a low reasonable cost in the Capitol Area Complex in the Richmond metropolitan area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,816,357	\$2,816,357	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$7,000	\$7,000	0.00	0.00
Total for Service Area	\$2,823,357	\$2,823,357	2.00	2.00

Objective: Provide convenient, safe, clean and structurally sound parking facilities for tenant agencies' officers, employees and contractors to park their vehicles in parking facilities reasonably close to their work place in the Capitol Area Complex.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
	Baseline will be established using FY05 data provided by agencies. The local business community will be surveyed to determine the prevailing strategies in which employers make parking available to their employees.	Provide parking in accordance with the approved Capitol Square Complex masterplan. Achieve approximately 70% parking assignment of total parking requests of tenant agencies.

Statewide Building Management

The Division of Engineering and Buildings/Bureau of Facilities Management (DEB/BFM) provides for the maintenance, repairs, conservation/restoration of historic structures, operation, security, property use permits, building permits, and construction of state owned and operated facilities predominantly in the Capitol Square Complex and in the metro-Richmond area, and at select facilities statewide.

Most dollars are not directly appropriated to this service area. Instead, the General Assembly provides for a contingency appropriation, referred to as sum sufficient, that the agency may activate through established procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$320,759	\$320,759	196.00	196.00
<i>Assume maintenance and oversight of the Facility Inventory Condition and Assessment (FICA) system</i>	\$846,747	\$797,446	2.00	2.00
Total for Service Area	\$1,167,506	\$1,118,205	198.00	198.00

Objective: Provide the maintenance, repairs, conservation/restoration of historic structures, operation, security, property use permits, building permits, and construction of state owned and operated facilities predominantly in the Capitol Square Complex

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cost of operating facilities at equal level of service.	Cost of operating expenses for fiscal year 2005 established at the close of the fiscal year.	Maintain facilities services at equal or less operating costs in FY2006, with exception to utilities that are impacted by weather and rate increases.

Objective: Provide effective management of capital improvement projects throughout the planning, design and construction phases resulting in quality facilities and the successful occupancy and intended use of the facilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide timely submission of budget information to DPB.	Use DPB approved capital budget proposals.	Maintain 85% of funded projects on schedule based on originating budget proposals.

Statewide Engineering and Architectural Services

This service area provides the professional and administrative staff support for the Director of the Division of Engineering and Buildings in his legislatively-mandated role as the Building Official for State Buildings. This service area also provides assistance to the Department of Planning and Budget for capital budget development and for administration of the Commonwealth's capital outlay process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$410,107	\$410,107	31.00	31.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$47,000	\$47,000	0.00	0.00
Total for Service Area	\$457,107	\$457,107	31.00	31.00

Objective: Complete project reviews in a timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Complete project reviews in a timely manner	Past 12 months (June 1, 2004 to May 31, 2005) performance. 79.3% of submittals were completed within 14 days; 95.9% of submittals were completed with in 21 days; 99.0% were completed within 28 days.	Complete 85% within 14 days; complete 95% within 21 days; complete 100% within 28 days.

Objective: Complete project inspections in a timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely project inspections	New objective.	Perform 90% of inspections within 1 week of agency "need date".

Objective: Continue professional administrative support to the Boards as defined by the Code of Virginia. (DEB Director's Office Administrative Support)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Administrative Support to Boards	10% of administrative employee's time is spent performing this objective.	Maintain the level of support provide,

Seat of Government Mail Services

To provide quality and timely mail service to state agencies located within the seat of government

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$268,238	\$268,238	6.00	6.00
<i>Consolidate mail operations of small agencies</i>	\$144,592	\$189,030	3.00	3.00
Total for Service Area	\$412,830	\$457,268	9.00	9.00

Objective: Provide secure mail services to state agencies in and around the Seat of Government.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide Mail Services	New measure, baseline data not available.	To maintain a zero error performance rate.

Objective: Provide timely mail services to state agencies in and around the seat of Government

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide timely mail services	New measure, baseline data not available.	Achieve a 10% decrease in number of customer complaints recorder quarterly.

Statewide Graphic Design Services

The Office of graphic Communications (OGC) is a quality creative graphic design and marketing services at a cost saving to state agencies, local governments and non-profit organizations. OGC is a full service creative group that offers: concepts and marketing strategies; creative writing and design; desktop publishing; photography direction; illustration; project management; and, printing management. OGC designers are required to maintain a billable efficiency level of 6.5 hours per day. Office efficiency exceeds 75%. OGC is 100% self-supported and derives all operating revenue from fees for services.

No dollars are directly appropriated to this service area. Instead, the General Assembly provides for a contingency appropriation, referred to as sum sufficient, that the agency may activate through established procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	5.00	5.00
Total for Service Area	\$0	\$0	5.00	5.00

Objective: Provide state agencies quality, cost-effective graphic communication services and products.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer Satisfaction with OGC services and effectiveness of their products.	End of FY06 survey response data calculations	75% customers satisfied or very satisfied with OGC services

Objective: Increase the number of new customers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase customers	New customers entered in PS system in FY 06	New customers entered in PS system in FY 06

Statewide Vehicle Management Services

To provide statewide vehicle management services using current best practices and technology to ensure safe, efficient, operation of vehicles owned by the Commonwealth.

No dollars are normally directly appropriated to this service area. Instead, the General Assembly provides for a contingency appropriation, referred to as sum sufficient, that the agency may activate through established procedures. However, the agency has received a one time general fund appropriation in 2007 to facilitate the use of ethanol blend fuels (referred to as E-85 fuels) by state vehicles that are able to use E-85 fuels.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	19.00	19.00
Provide for use of E-85 fuel in the Commonwealth	\$450,000	\$0	0.00	0.00
Total for Service Area	\$450,000	\$0	19.00	19.00

Objective: Provide safe, vehicular transportation services for state employees.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide safe vehicles for customers	Based on fleet's internal data the frequency per 100,000 miles in FY05 was 0.44.	Ten percent reduction to an accident rate of 0.396 by FY 07

Objective: Provide a high quality fleet management program for state owned vehicles.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
High quality management program	3,900 vehicles	25% increase in vehicle count by end of FY07.

Objective: Reduce the annual per vehicle maintenance cost of the Commonwealth's vehicle fleet.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce maintenance costs	FY05 per vehicle operating cost was 0.43 per mile.	Operating cost per vehicle will be reduced by 10% by the end of FY08 from the FY05 baseline of 0.43 per mile.

Administrative and Support Services

Provide executive management, administrative and technical support services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,854,161	\$3,854,161	60.00	60.00
Transfer centrally funded amounts to agency budgets	\$865,341	\$865,341	0.00	0.00
Adjust funding for agency expenditures related to cost of basic operations	\$549,214	\$692,546	0.00	0.00
Fund information technology requirements	\$595,206	\$557,110	2.00	2.00
Total for Service Area	\$5,863,922	\$5,969,158	62.00	62.00

Objective: Ensure customers of this service area succeed in the performance of their mission.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Success of customers	Financial Solvency – 100%	100% by June 30th of each Fiscal Year

Objective: Maintain qualified workforce

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain qualified employees	Maintain Qualified Workforce – 4.21%	For FY07, Maintain or reduce baseline percentage.

Objective: Timely Delivery of Critical Services and Products

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely Services	Timely Delivery of Critical Services and Products – New measure, baseline will be determine at the end of FY06	Target 95% by June 30th of each Fiscal Year.

Objective: To ensure resources are used efficiently and programs are managed effectly, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Governor's Management Scorecard	100%	100%

Department of Human Resource Management

Mission Statement

Department of Human Resource Management (DHRM) addresses the diverse human resources needs of our customers through guidance, consultation, training and delivery of services.

Agency Goals:

- Provide statewide leadership in all areas of human resources management and address continuously changing management needs of state agencies throughout the Commonwealth.
- Provide timely, accurate, and consistent human resource information utilizing cost effective delivery channels.
- Develop and implement a statewide workforce planning program to forecast human resource trends and to assist agency management in addressing their human resource needs.

Customers Served:

- Governor, Cabinet, & staff
- State Agencies
- State Employees
- General Assembly
- Local Governments
- Private Sector
- General Public
- Federal Government Agencies
- DHRM Internal Service Areas
- Legislative branch agencies
- Judicial branch
- Other states
- State Retirees

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$4,306,452	\$3,131,357	\$7,437,809	\$6,681,530	\$756,279	94.00
FY 2004	\$4,202,982	\$3,131,651	\$7,334,633	\$5,923,784	\$1,410,849	94.00
FY 2005	\$4,416,778	\$3,467,900	\$7,884,678	\$5,595,025	\$2,289,653	94.00
FY 2006	\$4,655,640	\$3,587,495	\$8,243,135	\$5,670,025	\$2,573,110	92.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$4,655,640	\$3,587,495	\$8,243,135	\$6,346,919	\$1,896,216	92.00
FY 2007 Addenda	\$470,467	\$612,792	\$1,083,259	\$866,152	\$217,107	5.00
FY 2007 TOTAL	\$5,126,107	\$4,200,287	\$9,326,394	\$7,213,071	\$2,113,323	97.00
FY 2008 Base Budget	\$4,655,640	\$3,587,495	\$8,243,135	\$6,346,919	\$1,896,216	92.00
FY 2008 Addenda	\$457,353	\$547,828	\$1,005,181	\$869,188	\$135,993	5.00
FY 2008 TOTAL	\$5,112,993	\$4,135,323	\$9,248,316	\$7,216,107	\$2,032,209	97.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$287,909 (GF) and \$201,383 (NGF).

► Remove one-time costs associated with data warehouse effort

Removes funding no longer needed by the agency. These funds were used to cover the one-time costs associated with upgrading data warehouse capabilities. For each year, a reduction of \$180,405 (GF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$287,186 (GF). For 2008, \$282,072 (GF).

► **Increase support for the Commonwealth’s Equal Employment Opportunity Compliance Program**

Provides additional staff support for the Equal Employment Opportunity Compliance Program within the Office of Equal Employment Services. This unit is responsible for ensuring state agency compliance with state and federal equal employment rules and regulations. This additional position will enable the Office of Equal Employment Services to reduce the backlog of onsite compliance reviews. For 2007, \$75,777 (GF) and one position. For 2008, \$67,777 (GF).

► **Increase support for the state employee and the Local Choice health programs**

Provides an additional position in the Office of Health Benefits to support the state employee and the Local Choice health insurance program. This position will aid in handling workload associated with increased reporting requirements, the increase in number of vendors utilized by the two health insurance programs, and the expansion of benefits administered by the Office of Health Benefits. For 2007, \$78,744 (NGF) and one position. For 2008, \$73,780 (NGF).

► **Establish workers compensation return-to-work unit**

Creates the Workers’ Compensation Return-to-Work Consultation Unit. This unit will be dedicated to identifying workers’ compensation claims where early intervention will increase employee retention and create early return-to-work opportunities with state government. For 2007, \$262,665 (NGF) and three positions. For 2008, \$262,665 (NGF).

► **Replace customer service tracking system**

Provides for the purchase and installation of a customer service tracking and documentation system for the Office of Health Benefits to replace the existing system which is obsolete and cannot be updated. The replacement of the current system will result in improved customer service and greater reporting accuracy. For 2007, \$70,000 (NGF). For 2008, \$10,000 (NGF).

Agency Service Areas:

Agency Human Resource Services

This statutorily mandated service area is responsible for human resource management consulting; human resource program development and administration; compensation management consulting and technical assistance; policy analysis, development and interpretation; workforce planning; recruitment services; on-site HR services to agencies without HR staff; salary administration and planning; employee outreach services; human resource information system liaison; legislative studies; and related communication and training. This unit also administers the centralized Employee Suggestion Program, operates a Career Center, and offers assistance to agencies in performance management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,399,283	\$1,399,283	19.00	19.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$99,521	\$99,521	0.00	0.00
Total for Service Area	\$1,498,804	\$1,498,804	19.00	19.00

Objective: Provide a high level of service to customers in the areas of HR consulting, compensation management, HR policy, workforce planning, and recruitment and retention related activities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Agency Human Resource Services customer satisfaction	Customer satisfaction level of 4.5 on a 6 point scale	Customer satisfaction level of 5.0 or higher on a 6 point scale

Objective: Improve the efficiency and effectiveness of state employee recruitment by automating the process and provide for centralized reporting.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Implementation of a Recruit Management System	Pilot implemented December 2005	System implemented by June 30, 2006
Recruit Management System Customer Satisfaction	Customer satisfaction level of 4.5 on a scale 6 point scale	Customer satisfaction level of 5.0 or higher on a 6 point scale

Objective: Review and assess total compensation package provided to state employees in order to attract and retain a qualified workforce.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Conduct market study for state employee compensation and make appropriate recommendations.	Recommendations made by November 1st each year	Recommendations made by November 1, 2006
Revise the leave benefits pursuant to the 2005 Leave Study.	Revisions to begin in 2006	Revisions completed by June 30, 2006
Review and recommend adjustments as appropriate to the current job structure methodology	Review in progress during 2006	Recommendations made by October 1, 2006
Study the feasibility of a cafeteria plan for state employee benefits	Study in progress in 2006	Study completed by June 30, 2007

Equal Employment Services

This statutorily mandated service area is responsible for the administration of a comprehensive equal employment opportunity program. This includes the investigation/resolution of complaints of illegal discrimination filed by state employees (classified, faculty, wage and probationary) and applicants for state employment as well as the administration of a compliance program to determine whether agencies' human resource management practices result in disparate impact against protected classes. In addition, this service area provides training and technical guidance to state agencies and local governments concerning equal employment opportunity related matters. Moreover, this service area is responsible for responding to appeals of hearing officers' rulings from grievant and agency management officials concerning rulings comportment with state human resource management policies and procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$705,902	\$705,902	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$15,318	\$15,318	0.00	0.00
<i>Increase support for the Commonwealth's Equal Employment Opportunity Compliance Program</i>	\$75,777	\$67,777	1.00	1.00
Total for Service Area	\$796,997	\$788,997	9.00	9.00

Objective: Provide a high level of service to customers in equal employment issues.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Equal Employment Services customer satisfaction	Customer satisfaction level of 4.5 on a 6 point scale	Customer satisfaction level of 5.0 or higher on a 6 point scale

Objective: Train managers and supervisor as well as employees on equal employment opportunity laws.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Equal Employment Services customer satisfaction with training	Customer satisfaction level of 4.5 on a scale 6 point scale	Customer satisfaction level of 5.0 or higher on a 6 point scale

Objective: Identify agencies with indicators of disparate impact and counsel them in order to promote fairness and equity and to minimize the Commonwealth's liability under Title VII and related employment laws.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Identify agencies with disparate impact indicators using the EEO Assessment Tool	Identify all agencies with disparate impact indicators by July 31st of each year	Identify all agencies with disparate impact indicators by July 31, 2006
Review any additional information submitted by each agency	Complete review of additional information submitted by an agency within 30 days of receipt	Complete review of additional information submitted by an agency within 30 days of receipt
Counsel agencies with disparate impact indicators	Counsel 100% of agencies with disparate impact indicators	Counsel 100% of agencies with disparate impact indicators

Health Benefits Services

This statutorily mandated unit has the responsibility of administering comprehensive health benefits and long-term care programs for state employees, state retirees and their dependents. It is also responsible for providing health benefits and long-term care programs to local governments and school jurisdiction employees, dependents and retirees.

Associated outcomes include providing health benefits and related programs that are competitive with private industry and other governmental entities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,323,950	\$2,323,950	19.00	19.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$145,966	\$145,966	0.00	0.00
<i>Increase support for the state employee and the Local Choice health programs</i>	\$78,744	\$73,780	1.00	1.00
<i>Replace customer service tracking system</i>	\$70,000	\$10,000	0.00	0.00
Total for Service Area	\$2,618,660	\$2,553,696	20.00	20.00

Objective: Maintain a competitive health benefits program for state and local government employees and retirees.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase utilization of disease management program	41% participation in disease management program	43% participation in disease management program, representing a 5% increase
Increased number of employees completing health risk assessments (HRA) at their work-site through CommonHealth	8,600 employees participated in the health risk assessment	8772 employees participated in the health risk assessment, representing a 2% increase
Increased number of employees participating in wellness programs that promote Healthy Virginians concepts	45,000 employees participated in wellness programs	45,900 employees participated in wellness programs, representing a 2% increase
Measure contract standards and assess liquidated damages for underperformance pursuant to the contracts	100% contract standards measured. Assess liquidated damages by October 31st each year	100% contract standards measured. Assess liquidated damages by October 31, 2006
Medical/surgical program customer satisfaction for state and local health plan participants	Above 50% average rating of overall health plan and overall health care in the HEDIS Survey conducted annually for Anthem Blue Cross Blue Shield reported by October 31 each year.	52.5% average rating of overall health plan and overall health care, representing a 5% increase reported by October 31, 2006.
Dental, drug and behavioral health customer satisfaction for state and local health plan participants	Baseline based on first year survey results expected early 2006	80% or above member customer satisfaction survey results reported by October 31, 2006

Objective: Comply with federal regulations for Medicare Part D Drug Benefit program for state retiree health programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Actuarial tests for compliance with federal regulations for Medicare Part D	Pass the actuarial equivalence and creditable coverage tests performed by an actuary	Pass the actuarial equivalence and creditable coverage tests performed by an actuary

Personnel Development Services

This statutorily mandated unit is responsible for administering a comprehensive and integrated statewide program of employee training and management development for the Commonwealth's workforce. It provides both Open Enrollment and customized in-house courses to all state agencies. It also provides organizational development consulting to state agencies, and maintains the state-approved vendor pricing agreement for soft-skills classes (both instructor-led and technologically-delivered). The unit manages three statewide programs: the Virginia Certified Manager's Program (VaCPM), the Managing Virginia Program (MVP), and the Human Resource Institute (HRI). This unit is also responsible for the site administration of the DHRM Knowledge Center – the statewide learning management system.

Associated outcomes include the training of a better-prepared workforce and managerial staff for the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$689,931	\$689,931	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$49,309	\$49,309	0.00	0.00
Total for Service Area	\$739,240	\$739,240	8.00	8.00

Objective: Increase training access and opportunities for supervisors and managers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Implement the Managing Virginia Program (MVP)	New measure, baseline to be developed in 2006	9 courses developed with e-learning modules as well as instructor-led delivery by September 30, 2006
Partner with universities to deliver the Virginia Certified Public Manager (VaCPM)	New measure, baseline to be developed in 2006	2 regions with university partnerships for VaCPM by June 30, 2007
Increase the utilization of the VaCPM program	32 employees enrolled in VaCPM in fiscal year 2005	48 employees enrolled in VaCPM by fiscal year 2007, representing a 50% increase.

Objective: Increase training opportunities to employees statewide

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Training customer satisfaction	Customer satisfaction level of 4.5 on a 6 point scale	Customer satisfaction level of 5.0 or higher on a 6 point scale
Increase number of employees trained by DHRM	2,549 employees trained in fiscal year 2005	2,803 employees trained, representing a 10% increase
Increase access to learning by offering more online, distant learning and partnership courses	1 agency partnership and 2 online courses in fiscal year 2005	3 agency partnerships and 15 online courses

Objective: Provide training opportunities for human resource professionals

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Complete development of all required Human Resource Institute (HRI) courses	50% of HRI courses developed as of fiscal year 2005	100% of courses developed for HRI by December 31, 2007
Offer the Society for Human Resource Management (SHRM) learning system to HR professionals for certification	2 SHRM courses offered in fiscal year 2005	2 SHRM courses offered

State Employee Services

This service unit provides a range of services to Commonwealth of Virginia employees, including: Development of employee communications; implementing employee reward and recognition programs; organizing employee special events and programs; managing the Executive Order-driven annual workplace giving Commonwealth of Virginia Campaign; coordinating employee-focused wellness programs; and developing and implementing employee discount programs.

Associated outcomes include enhancing employee morale through the participation in the Commonwealth of Virginia Campaign and development of effective employee communications, reward and recognition programs and wellness programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$205,652	\$205,652	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$9,314	\$9,314	0.00	0.00
Total for Service Area	\$214,966	\$214,966	6.00	6.00

Objective: Provide accurate, timely communication to DHRM customers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer satisfaction with State Employee Services communications	Customer satisfaction level of 4.5 or higher on a 6 point scale	Customer satisfaction level of 5.0 or higher on a 6 point scale
Timely turnaround on Web page updates	Within 5 business days of receipt of information to be posted to the Web	Within 5 business days of receipt of information to be posted to the Web
Compliance with Freedom of Information Act (FOIA) requirements	100% compliance with FOIA regulations	100% compliance with FOIA regulations

Objective: Provide logistical and promotional support to employee recognition and special programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer satisfaction with special programs support	New measure baseline to be determined in 2006	Customer satisfaction level of 5.0 or higher on a 6 point scale
Timely logistical and promotional support for special events	New measure baseline to be determined in 2006	Meet established schedule for each special event

Objective: Provide an annual workplace charitable giving program through the Commonwealth of Virginia Campaign (CVC) program, maximizing charitable dollars raised, volunteerism and employee participation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Total CVC dollars raised	\$3.6 million in fiscal year 2005	\$3.67 million raised by CVC, representing a 2% increase
Average gift	\$149 in fiscal year 2005	\$152 average CVC gift, representing a 2% increase.
Employee Participation rate	20,000 in fiscal year 2005	20,400 employees participating in CVC, representing a 2% increase.
CVC charity applications	1,300 charities filed CVC applications in fiscal year 2005	1,300 CVC charity applications filed
CVC customer satisfaction	New measure, baseline to be developed in 2006	Customer satisfaction level of 5.0 or higher on a 6 point scale

State Employee Workers' Compensation Services

This statutorily mandated service area is responsible for establishing a workers' compensation insurance program for all state employees. Additional responsibilities of this unit include loss prevention programs to reduce the likelihood of workplace injuries, ensuring that injured employees receive timely, quality medical care, payment of lost wages, a disability management program to assure return-to-work with the agency whenever possible, or rehabilitation/job training and job placement. The program receives between 9,500 - 10,500 new claims every year and issues 106,454 checks totaling more than \$47 million in benefits in FY 05.

Associated outcomes include providing cost containment, consultation, guidance and educational programs to increase safety in the workplace, increase return-to-work opportunities, and reduce the program cash flow claims payments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$807,893	\$807,893	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$51,179	\$51,179	0.00	0.00
<i>Establish workers compensation return-to-work unit</i>	\$262,665	\$262,665	3.00	3.00
Total for Service Area	\$1,121,737	\$1,121,737	11.00	11.00

Objective: Maintain competitive workers' compensation plan for state employees

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cash flow workers' compensation savings	\$10 million savings based upon actuarial fiscal year claims payment expenditures as stated in the Workers' Compensation Claims and Cost Containment Contract	\$10 million savings based upon actuarial fiscal year claims payment expenditures as stated in the Workers' Compensation Claims and Cost Containment Contract

Objective: Provide cost containment, consultation and education programs to increase workplace safety

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of loss control and OSHA certification training programs conducted	44 loss control and OSHA certification training programs conducted in fiscal year 2005	48 loss control and OSHA certification training programs conducted, representing a 10% increase
Number of safety inspections of high-risk facilities	61 safety inspections and consultations conducted in fiscal year 2005	64 safety inspections and consultations conducted, representing a 5% increase

Objective: Reduce periods of disability and increase employee return to work rates

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of education programs focused on claims management and return-to-work	36 training programs on claims management and return-to-work in fiscal year 2005	40 training programs on claims management and return-to-work, representing a 10% increase
Workers' compensation claims employee return to work rate	84% workers' compensation claims employee return to work rate in fiscal year 2005	88% workers' compensation claims employee return to work rate, representing a 5% increase

Administrative and Support Services

This Service Area includes the Director's Office, fiscal, contracts, logistics, and Information Technology. It is responsible for the Council on Human Resources, a statutorily mandated advisory board, as well as other employee outreach initiatives.

This service area uses cutting-edge Web-based technology to provide interactive applications for a range of Human Resource functions, including recruitment, policy, benefits, compensation, communications and EEO services.

Among the contracts monitored by this office is the \$750 million health benefits contracts package. Others include the \$7 million annual State Employees Workers Compensation Services contract with a private vendor and an auditing contract for the Commonwealth of Virginia Campaign.

Associated outcomes include developing, monitoring and reporting on DHRM's strategic plan and operating budget of \$7 million within required timelines and providing required accounting information to DOA.

Associated outcomes include developing, monitoring and reporting on DHRM's strategic plan and operating budget of \$7 million within required timelines, providing required accounting information to DOA and complying with the agency's procurement requirements.

Additional associated outcomes include assuring the accuracy and integrity of data and improving the quality of services provided. Surveys and user satisfaction are measurements used to verify service delivery.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,110,524	\$2,110,524	24.00	24.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$118,685	\$118,685	0.00	0.00
<i>Remove one-time costs associated with data warehouse effort</i>	(\$180,405)	(\$180,405)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$287,186	\$282,072	0.00	0.00
Total for Service Area	\$2,335,990	\$2,330,876	24.00	24.00

Objective: Administer and support human resource information technology to provide management with accurate, timely HR information

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer satisfaction with DHRM information technology services, including PMIS, BES, LMS, RMS, EmployeeDirect, and the Data Warehouse	New measure, baseline to be determined in 2006	Customer satisfaction level of 5.0 or higher on a 6 point scale
Increase utilization of the statewide Learning Management System (LMS).	9 agencies and 10,480 employees used the LMS in fiscal year 2005	12 agencies and 13,624 employees using the LMS, representing a 30% increase
Improve data warehouse system availability	90% system availability in fiscal year 2005	95% system availability

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	80% of scorecard categories marked as meets expectations	100% of scorecard categories marked as meets expectations

Administration of Health Insurance

Mission Statement

This agency serves as a holding account from which the Department of Human Resource Management administers health insurance programs for state employees, local employees, dependents, and retirees. Relevant objective and measure information for the service areas of this agency can be found under Health Benefits Services in the Department of Human Resource Management.

Customers Served:

- State and Local Employees
- State and Local Retirees
- State and Local Government Employers

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$125,000,000	\$125,000,000	\$0	\$125,000,000	0.00
FY 2004	\$0	\$135,000,000	\$135,000,000	\$0	\$135,000,000	0.00
FY 2005	\$0	\$135,000,000	\$135,000,000	\$0	\$135,000,000	0.00
FY 2006	\$0	\$135,000,000	\$135,000,000	\$0	\$135,000,000	0.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$0	\$135,000,000	\$135,000,000	\$0	\$135,000,000	0.00
FY 2007 Addenda	\$0	\$30,000,000	\$30,000,000	\$0	\$30,000,000	0.00
FY 2007 TOTAL	\$0	\$165,000,000	\$165,000,000	\$0	\$165,000,000	0.00
FY 2008 Base Budget	\$0	\$135,000,000	\$135,000,000	\$0	\$135,000,000	0.00
FY 2008 Addenda	\$0	\$30,000,000	\$30,000,000	\$0	\$30,000,000	0.00
FY 2008 TOTAL	\$0	\$165,000,000	\$165,000,000	\$0	\$165,000,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► Reflect the increased cost of healthcare for the Local Choice program

Reflects the increased health premiums paid by local governments and their employees enrolled in the Local Choice health insurance program. This allows the program to continue paying claims on behalf of enrolled local employees and their dependents. For each year, \$30.0 million (NGF).

Agency Service Areas:

Health Benefits Services

This service area serves as a holding account from which the Office of Health Benefits in Department of Human Resource Management administers health benefit programs for state employees, state retirees and their dependents. This service area is an internal service fund in that the funds that support the health insurance programs are appropriated directly to individual state agencies who in turn along with employees and retirees, make premium payments to this fund.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	0.00	0.00
Total for Service Area	\$0	\$0	0.00	0.00

Local Health Benefit Services

This service area serves as a holding account from which the Office of Health Benefits in Department of Human Resource Management administers health benefit programs for local employees and their dependents.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$135,000,000	\$135,000,000	0.00	0.00
<i>Reflect the increased cost of healthcare for the Local Choice program</i>	\$30,000,000	\$30,000,000	0.00	0.00
Total for Service Area	\$165,000,000	\$165,000,000	0.00	0.00

Department of Veterans Services

Mission Statement

The Department of Veterans Services' serves Virginia's veterans and their beneficiaries by ensuring they receive the benefits, support, quality care, and recognition they have earned through service and sacrifice.

Agency Goals:

- Strengthen outreach and marketing efforts.
- Improve access to veterans services.
- Maximize flow of federal dollars to meet the needs of Virginia's veterans.
- Make Virginia an even more attractive place for military retirees by delivering top-quality veterans services.
- Improve the effectiveness, accuracy, and accountability of administrative services.

Customers Served:

- Benefit Services Section: Veterans, Eligible Spouses, and Dependents
- Care Center Services Section: Assisted Living (Domiciliary Care) measured in hours of care
- Care Center Services Section: Nursing Care measured in hours of care
- Cemetery Services Section: Veterans, Eligible Spouses and Dependents
- State Approving Agency for Veterans Education: Military Education Service Officers
- State Approving Agency for Veterans Education: School Certifying Officials
- State Approving Agency for Veterans Education: Eligible Veterans and Dependents
- Administrative Services Section: Department of Veterans Services personnel (internal customers)

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,282,057	\$11,843,006	\$14,125,063	\$2,462,513	\$11,662,550	282.00
FY 2004	\$2,191,907	\$11,842,248	\$14,034,155	\$2,254,950	\$11,779,205	282.00
FY 2005	\$2,544,271	\$14,216,430	\$16,760,701	\$11,199,419	\$5,561,282	295.00
FY 2006	\$3,568,102	\$14,256,630	\$17,824,732	\$11,764,629	\$6,060,103	308.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$3,568,102	\$14,256,630	\$17,824,732	\$11,958,833	\$5,865,899	308.00
FY 2007 Addenda	\$623,439	\$2,192,542	\$2,815,981	\$2,415,846	\$400,135	42.00
FY 2007 TOTAL	\$4,191,541	\$16,449,172	\$20,640,713	\$14,374,679	\$6,266,034	350.00
FY 2008 Base Budget	\$3,568,102	\$14,256,630	\$17,824,732	\$11,958,833	\$5,865,899	308.00
FY 2008 Addenda	\$802,099	\$2,317,881	\$3,119,980	\$2,712,318	\$407,662	47.00
FY 2008 TOTAL	\$4,370,201	\$16,574,511	\$20,944,712	\$14,671,151	\$6,273,561	355.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$3,245,000	\$0	\$3,245,000	\$0	\$3,245,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$171,868 (GF) and \$746,016 (NGF).

► **Remove one-time equipment funds from agency budget**

Removes one-time funding for office equipment and computers. For each year, a reduction of \$50,000 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$22,413 (GF). For 2008, \$35,031 (GF).

► **Increase staff support for Roanoke Veterans Care Center and implement a certified nursing program**

Provides funding for 29 nursing and housekeeping positions, and one registered nurse position for the Roanoke Veterans Care Center. The care center has reached its capacity and the increase in positions is needed to maintain a high quality of care. The registered nurse position will plan and implement a certified nursing program to increase the pool of nurses available for hire. For 2007, \$1.2 million (NGF) and 30 positions. For 2008, \$1.4 million (NGF).

► **Increase staff to approve education courses and promote veterans' services marketing**

Provides funding for two additional education specialists to increase the number of approved courses and promote marketing and outreach activities. Presently 525 courses are approved annually, with the potential of 727 approvals. Approved courses and colleges can be accessed by veterans through federal funding to obtain further education. For 2007, \$139,744 (NGF) and two positions. For 2008, \$134,744 (NGF).

► **Increase staff and funding for equipment at Amelia and Suffolk cemeteries**

Provides funding for increased staffing and equipment to improve the physical appearance of the Amelia and Suffolk cemeteries, enable marketing strategies to be implemented, and offer support to veterans' families. The Suffolk area cemetery has seen an increase in burials beyond the projected amount by 300. Amelia needs increased maintenance due to its age. For 2007, \$133,643 (GF), \$82,884 (NGF), and five positions. For 2008, \$169,072 (GF), \$82,884 (NGF), and two additional positions.

► **Provide funds for customer service and training staff for processing veterans' claims**

Provides funds to increase customer service staff support to expedite reviewing claims and appeals and initiate a training program. Pertinent areas for staff coverage in the state are the medical centers in Hampton and Salem and Loudoun County. The customer service position requires intense training and hiring two trainers will allow long term support for veterans. A "Benefits Awareness" marketing campaign will be launched, with increased educational access to children of deceased or disabled veterans. For 2007, \$345,515 (GF) and five positions. For 2008, \$476,128 (GF) and three additional positions.

Agency Summary of Recommended Capital Outlay Addenda

► **Provide funds for planning of Southwest Virginia veterans' cemetery**

Provides funds to plan and prepare for a veteran's cemetery in the southwestern region of Virginia. Language authorizes the appropriation of \$6.4 million in nongeneral funds for the construction of the Southwest Virginia Veterans Cemetery when federal funds become available. For the biennium, \$25,000 (GF).

► **Provide funding for Sitter-Barfoot Veterans Care Center cost overruns**

Increases funding for completion of the Sitter Barfoot Veterans Care Center in Richmond. Labor and construction material costs have increased the total project cost. Monies will also be used for moveable equipment and furnishings, landscaping, courtyard paving, and the irrigation system. For the biennium, \$3.2 million (GF).

Agency Service Areas:

Education Program Certification for Veterans

This service area is responsible for the approval of institutions and establishments operating in Virginia in order that eligible veterans and their dependents may enroll and receive financial assistance from the U.S. Department of Veterans Affairs (USDVA) while pursuing an approved educational course or program. The State Approving Agency for Veterans Education (SAA) approves educational programs at colleges/universities, technical/trade schools, licensing/ certification programs, and OJT/Apprenticeship programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$473,194	\$473,194	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$14,921	\$14,921	0.00	0.00
<i>Increase staff to approve education courses and promote veterans' services marketing</i>	\$139,744	\$134,744	2.00	2.00
Total for Service Area	\$627,859	\$622,859	7.00	7.00

Objective: To conduct program approval actions in a timely, accurate, and consistent manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of institutions visited within 30 days of program approval.	100% of 28 new institutions were visited within 30 days of approval in Federal Fiscal Year (FFY) 2004	100% of institutions visited within 30 days of approval
Percentage of approval packages processed within 30 days of receipt.	83% of 4,700 approval packages were processed within 30 days of receipt in FFY 2004	100% of approval packages processed within 30 days of receipt
Percentage of annual catalog reviews processed within 45 days of receipt.	88% of 574 catalog reviews were processed within 45 days of receipt in FFY 2004	100% of annual catalog reviews processed within 45 days of receipt
Percentage of inquiries responded to within 14 days of receipt.	100% of 4,800 inquiries were responded to within 14 days of receipt in FFY 2004	100% of inquiries responded to within 14 days of receipt
Percentage of existing approvals revised within 30 days of receipt.	100% of 649 existing approvals were revised within 30 days of receipt in FFY 2004	100% of existing approvals revised within 30 days of receipt

Objective: To perform periodic supervisory visits to facilities, schools, and training establishments to determine their qualifications for furnishing approved courses and programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of supervisory visits made to active facilities annually.	Supervisory visits were made to 84% (310 of 370) of active facilities in FFY 2004	Conduct supervisory visits to 80% of active facilities each year
Percentage of USDVA-requested follow-up investigations made within 30 days of request.	SAA performed 5 of 5 (100%) of USDVA-requested compliance survey investigations within 30 days of request in FFY 2004	Conduct 100% of USDVA requested follow-up investigations to compliance surveys within 30 days of request
Percentage of visit reports submitted within 40 days.	100% of 310 visit reports were submitted within 40 days in FFY 2004	Submit 100% of visit reports within 40 days

Objective: To provide technical and or administrative assistance to training establishments.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of regional certifying-official training workshops hosted annually.	SAA hosted one regional certifying-official training workshop in FFY 2004	Host two regional certifying-official training workshops per year
Percentage of requests for assistance in preparing program approval packages honored within 30 days.	SAA processed 1,200 of 1,200 (100%) requests for assistance within 30 days in FFY 2004	100% of requests for assistance honored within 30 days

Objective: To promote veterans education programs to all SAA customers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Transition Assistance Program (TAP) briefings conducted per year.	SAA conducted no TAP briefings in FFY 2004. In FFY05, SAA identified 10 active military installations where TAP briefings could be conducted, and held a TAP briefing on each	Provide at least six TAP briefings annually
Number of visits with Military Education Service Officers (MESOs) per year.	New measure. Quarterly data collected during FFY 2006 will serve as a baseline	SAA has identified 20 MESOs as potential customers. The goal is to visit at least six MESOs per year, while at the same time adding additional MESOs as customers, until all potential customers are served
Number of veterans benefits/job fair events participated in per year.	SAA educational specialists attended six benefits/job fairs in FFY 2004	Participate in at least six benefits/job fairs per year
Percentage of responses to denial-of-benefit-letter inquiries made within 30 days.	SAA responded to 56% of 97 denial-of-benefit letter inquiries within 30 days in FFY 2004	Respond to 100% of denial-of-benefit-letter inquiries within 30 days

Veterans Care Center Operations

The Care Center Services section operates the Virginia Veterans Care Center (VVCC), a 240-bed long-term care facility located in Roanoke.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,914,745	\$12,914,745	225.00	225.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$701,255	\$701,255	0.00	0.00
<i>Increase staff support for Roanoke Veterans Care Center and implement a certified nursing program</i>	\$1,223,898	\$1,354,237	30.00	30.00
Total for Service Area	\$14,839,898	\$14,970,237	255.00	255.00

Objective: To maintain the highest practical facility census.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Nursing Care Section Occupancy Rate.	The FY05 Nursing Care Section occupancy rate was 93%	95% occupancy rate in the Nursing Care Section
Domiciliary Care Section Occupancy Rate.	The FY05 Domiciliary Care Section occupancy rate was 94%	93% occupancy rate in the Domiciliary Care Section
Resident Satisfaction Survey with at least 90% of the responses "excellent" or "good".	In the June 2004 survey, which relied on a four-point rating scale (excellent, good, fair, and poor), 11 of 14 questions had at least 90% of the responses in the "excellent" or "good" categories	At least 90% of the responses to all questions on the Resident Satisfaction Survey should be in the "excellent" or "good" categories
Number of inquiry/interest requests received by the VVCC Admissions Office.	New measure. Data collected in FY06 on the number of inquiry/interest requests received will serve as the baseline for this measure	90% of responses receive an "excellent" or "good rating"

Objective: To obtain adequate FTE position authorization.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount (in \$) of compensatory time paid to VVCC employees.	The VVCC paid \$52,800 in compensatory time in FY05	Reduce amount (in \$) of compensatory time paid to VVCC employees by 50%
Amount (in \$) of overtime time paid to VVCC employees.	The VVCC paid \$198,600 in overtime in FY05	Reduce amount (in \$) of overtime paid to VVCC employees by 50%
Number of hours worked by employees of temporary staffing agencies.	Employees of temporary staffing agencies worked 28,244 hours in FY05	Reduce number of hours worked by employees of temporary staffing agencies by 50%
Turnover rate of Certified Nursing Assistants.	Certified Nursing Assistants had a 39% turnover rate in FY05	Reduce Certified Nursing Assistant turnover rate to less than 20% annually
Turnover rate of Licensed Practical Nurses.	Licensed Practical Nurses had a 53% turnover rate in FY05	Reduce Licensed Practical Nurse turnover rate to less than 25% annually

Case Management Services for Veterans Benefits

This service area provides benefit claims assistance and representation for veterans and their dependents.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,473,206	\$2,473,206	51.00	51.00
Transfer centrally funded amounts to agency budgets	\$126,849	\$126,849	0.00	0.00
Remove one-time equipment funds from agency budget	(\$50,000)	(\$50,000)	0.00	0.00
Provide funds for customer service and training staff for processing veterans' claims	\$345,515	\$476,128	5.00	8.00
Total for Service Area	\$2,895,570	\$3,026,183	56.00	59.00

Objective: To institute a “benefits awareness” marketing program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of contacts with organizations on the “key contacts list”.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	25 contacts per field office per year
Number of events (county fairs, job fairs, etc.) with DVS participation.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Four events per field office per year
Number of mass media marketing activities launched per year.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Two mass media marketing activities launched per field office per year

Objective: To reach more veterans by increasing travel to itinerant service points.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of contacts with new customers at itinerant service points.	Data gathered in FY06 will serve as the baseline for this measure	Maximize the utility of itinerant service points for attracting new customers
Number of contacts with existing customers at itinerant service points.	Data gathered in FY06 will serve as the baseline for this measure	Maximize the utility of itinerant service points in serving existing customers
Number of claims activities at itinerant service points.	Data gathered in FY06 will serve as the baseline for this measure	Increase in the number of claims activities as a result of providing benefits services at itinerant service points

Objective: To create paperless benefit case files.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of field offices converted to paperless files.	At present, none of the department's field offices have paperless files	On average, transfer the paper files of three field offices per year to electronic storage media
Efficacy of the elimination of paper files.	At present, none of the department's field offices have paperless files	No set target, except to demonstrate that the space freed up by the switch to paperless files has been put to productive use in serving Virginia's veterans

Objective: To provide an adequate level of administrative support for all field offices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of field offices with adequate administrative support personnel.	At present, eight field offices have no administrative personnel and two others have part-time personnel	Provide full-time administrative assistance to all field offices by the end of FY08
Number of claims activities at field offices and itinerant service points	Data gathered in FY06 will serve as the baseline for this measure	Increase in the number of claims activities as a result of having adequate administrative staffing at field offices

Objective: To establish a refresher/ongoing training program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of refresher/ongoing training opportunities provided for VSRs.	At present, no refresher/ongoing training is provided to VSRs	Each VSR to attend at least one refresher/ongoing training class per year
Pass rate on skill/knowledge assessment tests administered to VSRs.	At present, new VSRs are tested following orientation training, but there is no testing program to assess the skills and knowledge level of all VSRs	100% pass rate

Objective: To upgrade the appearance and functionality of field offices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of field offices upgraded per year.	New measure	Upgrade four field offices per year
Post-upgrade customer satisfaction survey.	Conduct survey in FY06 to determine customer satisfaction with current office appearance and functionality	Meaningful improvement in customer satisfaction score
Post-upgrade employee satisfaction survey.	Conduct survey in FY06 to determine level of employee (dis)satisfaction with current office appearance and functionality	Meaningful improvement in employee satisfaction score

Objective: To strengthen eligible students' awareness of the educational assistance provided through the Virginia War Orphan Education Program (VWOEP)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of high school guidance counselors contacted per year	New measure	100% contact each year
Number of "VWOEP Graduate Recognition Program" promotions made each year	New measure	Promote the "VWOEP Graduate Recognition Program" at least four times per year through various channels (department website, letter to high school guidance counselors, department website, etc.)

State Veterans Cemetery Management and Operations

Virginia's two state-operated veterans cemeteries provide honorable burial and memorial services to Virginia's veterans and eligible dependents. The Virginia Veterans Cemetery is located in Amelia and the Albert G. Horton, Jr. Memorial Veterans Cemetery in Suffolk.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$441,502	\$441,502	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$24,602	\$24,602	0.00	0.00
<i>Increase staff and funding for equipment at Amelia and Suffolk cemeteries</i>	\$216,527	\$251,956	5.00	7.00
Total for Service Area	\$682,631	\$718,060	14.00	16.00

Objective: To increase the burial/interment rate at Virginia's veterans cemeteries.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Veterans Service Organization (VSO) posts/chapters visited annually.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Visit 100% of VSO posts/chapters in a 50-mile radius of the cemeteries at least once per year
Percentage of funeral homes visited annually.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Visit 100% of funeral homes in a 50-mile radius of the cemeteries at least once per year
Percentage of nursing homes, adult care centers, and adult living communities visited semi-annually.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Visit 100% of nursing homes, adult care centers, and adult living communities in a 50-mile radius of the cemeteries semi-annually
Number of outreach activities/events participated in per year.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Participate in at least 10 outreach activities/events per year
Percentage increase in the number of burials at the Virginia Veterans Cemetery.	Number of burials in FY05	Increase the number of burials by 10% per year through FY10
Percentage increase in the number of burials at the Albert G. Horton, Jr. Memorial Veterans Cemetery.	Number of burials in FY05	Increase the number of burials by 20% per year through FY10

Objective: To offer the sale and placement of burial vaults.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of burials made using a burials vault purchased from a Virginia veterans cemetery.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Be the provider of burial vaults for at least 25% of the burials conducted at Virginia's veterans cemeteries

Objective: To initiate a cemetery beautification program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of flowering plants, trees, and bushes planted each year.	This is a new measure – data gathered after the program is instituted in FY07 will serve as the baseline	Plant a minimum of 12 flowering plants, trees, and bushes at each cemetery each year from FY07 through FY11

Administrative and Support Services

The Administrative Services section provides the necessary fiscal, payroll, procurement, information technology, and human resources support that allow the agency to function within the requirements of state laws and regulations governing these areas of operations.

The offices of the Commissioner and Chief Deputy Commissioner provide the leadership and guidance necessary for effective department operations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,522,085	\$1,522,085	18.00	18.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$50,257	\$50,257	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$22,413	\$35,031	0.00	0.00
Total for Service Area	\$1,594,755	\$1,607,373	18.00	18.00

Objective: To implement the use of automated systems to improve the efficiency and accuracy of reports, financial statements, budget documents, and records, and to facilitate the sharing of information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of hours per month devoted to accounts payable functions.	New measure. Data collected in FY06 on the number of hours required to manually perform accounts payable tasks will serve as the baseline for this measure	Reduce the number of hours needed to perform accounts payable functions by at least 25% through the automated collection and entry of data
Number of hours per month devoted to procurement functions.	New measure. Data collected in FY06 on the number of hours required to manually perform procurement office tasks will serve as the baseline for this measure	Reduce the number of hours needed to perform procurement functions by at least 25% through the automated collection and entry of data

Objective: To balance day-to-day management operations with long-term, objective planning functions and special assignments/tasks required of a growing agency.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of hours devoted to long-term planning functions.	New measure. Data collected in FY06 on the number of hours devoted to long-term planning functions will serve as the baseline for this measure	On average, section employees should be able to devote at least 5% of their time to long-term planning efforts
Number of hours devoted to special assignments/tasks.	New measure. Data collected in FY06 on the number of hours devoted to long-term planning functions will serve as the baseline for this measure	On average, section employees should be able to devote at least 5% of their time to special assignments/tasks

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	60%	100% of Governor's Management scorecard categories marked as meets expectations

Human Rights Council

Mission Statement

The mission of the Human Rights Council is to promote and preserve the human rights of individuals in the Commonwealth by raising the awareness of human rights, accepting complaints, and providing conflict resolution and mediation for the resolution of complaints.

Agency Goals:

- Proactive Prevention.
- Proficient Resolution.
- Promote and Expand Mediation/Alternative Dispute Resolution.
- CHR as a Model Workplace.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$293,164	\$43,498	\$336,662	\$304,763	\$31,899	5.00
FY 2004	\$250,849	\$43,498	\$294,347	\$14,885	\$279,462	3.00
FY 2005	\$296,463	\$25,000	\$321,463	\$298,532	\$22,931	4.00
FY 2006	\$299,425	\$25,000	\$324,425	\$301,494	\$22,931	4.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$299,425	\$25,000	\$324,425	\$270,000	\$54,425	4.00
FY 2007 Addenda	\$135,944	\$808	\$136,752	\$107,334	\$29,418	2.00
FY 2007 TOTAL	\$435,369	\$25,808	\$461,177	\$377,334	\$83,843	6.00
FY 2008 Base Budget	\$299,425	\$25,000	\$324,425	\$270,000	\$54,425	4.00
FY 2008 Addenda	\$141,290	\$808	\$142,098	\$114,996	\$27,102	2.00
FY 2008 TOTAL	\$440,715	\$25,808	\$466,523	\$384,996	\$81,527	6.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$22,273 (GF) and \$808 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$6,918 (GF). For 2008, \$7,102 (GF).
- ▶ **Relocate the office space**
Provides funding to relocate the agency from its current overcrowded space provided by the Office of the Attorney General to larger state owned space. For 2007, \$22,500 (GF). For 2008, \$20,000 (GF).
- ▶ **Add investigator positions to address increased workload**
Adds two positions to investigate and conciliate cases of alleged discrimination in employment, education, and in places of public accommodation. For 2007, \$84,253 (GF) and two positions. For 2008, \$91,915 (GF).

Agency Service Areas:

Compliance and Enforcement

Implement and enforce the Virginia Human Rights Act, Chapter 39 that safeguards individuals in the Commonwealth from discrimination based on race, color, religion, sex, pregnancy, childbirth, and related medical conditions, age, national origin and disability.

CHR receives and investigates complaints, seeks resolution through conciliation, refers non-jurisdictional concerns to other agencies, holds hearings pursuant to the Virginia Administrative Process Act, and makes findings and recommendations based upon complaints alleging discrimination.

Compliance and enforcement are divided into three activities, intake, investigation, and mediation.

During the intake process, complaints are analyzed, and based on the analysis are either accepted for investigation or denied.

During the investigative process, witnesses are interviewed and affidavits are prepared. The respondent's position statement is analyzed; the complainant's rebuttal letter is prepared; and a thorough review is conducted to provide a "Reasonable Cause" or "No Reasonable Cause" determination. If a Reasonable Cause is issued on a case, conciliation is offered. If the conciliation fails, the case

is sent to a Public Hearing.

Mediation allows the complainants and respondents to quickly resolve and settle the matter without going through a lengthy investigation.

The FEPA contract with the EEOC was formalized in 1994 through a work share agreement. As a result, the Council was designated as a Fair Employment Practices Agency (FEPA). This designation allows the Council to act as an agent of the EEOC and receive, dual fee, and investigate cases that fall within federal statutes.

The contract is executed through investigations, substantial weight reviews, outreach activities, contract modifications, annual training sessions, and with the aid of a federal data tracking system.

The investigation process is outlined above. The substantial weight review occurs when EEOC conducts a review of cases investigated to determine whether or not the investigation meets the contract requirements of a thorough case analysis provided by the agency and comparative data obtained from each case. The Computer Data System is maintained by the Council for the purpose of updating contract cases on EEOC's system and submitting monthly and quarterly reports. Outreach activities are conducted for the purpose of informing citizens about the partnership between CHR and EEOC. Each FEPA, in partnership with its EEOC District office is required to conduct at least two outreach initiatives during the contract year. Contract modification is the process by which CHR and EEOC determine whether an upward or downward modification to the contract is warranted. FEPAs are required to participate in annual training sessions where legal updates are taught and contract changes are discussed.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$324,425	\$324,425	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,081	\$23,081	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$6,918	\$7,102	0.00	0.00
<i>Relocate the office space</i>	\$22,500	\$20,000	0.00	0.00
<i>Add investigator positions to address increased workload</i>	\$84,253	\$91,915	2.00	2.00
Total for Service Area	\$461,177	\$466,523	6.00	6.00

Objective: Process cases within 45 days of the date the complaint is received in the office.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of training and outreach activities that are provided to the Citizens of the Commonwealth.	The number of outreach activities conducted annually.	Compare the number of outreach activities for the previous year.

Objective: Investigate and close 100 percent of the contracted cases that are dual field with the Equal Employment Opportunity Commission (EEOC).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of cases dual filed with EEOC that are investigate and closed	The number of cases contracted with EEOC annually.	Divide the number of dual file cases that are investigated and closed monthly by the number of contracted cases.

Objective: Conduct statewide EEO training and outreach opportunities for citizens of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of training and outreach activities that are provided to the Citizens of the Commonwealth.	The number of outreach activities conducted annually.	Compare the number of outreach activities for the previous year's training and activities.

State Board of Elections

Mission Statement

The State Board of Elections' (SBE) is to promote and ensure uniformity, legality, fairness, accuracy and purity in all elections in the Commonwealth.

Agency Goals:

- Improve and Broaden Customer Access to Services.
- Increase Convenience and Effectiveness of Voter Registration Procedures.
- Increase Use of Efficient Information Transfer Technologies.
- Improve Communication, Staff Development and Staff Education.
- Foster and promote voter confidence.

Customers Served:

- local county and city general registrars and their staff
- local county and city electoral board members
- candidates for federal, state and local public office
- registered voters
- political parties
- political committees
- county and city government officials
- media
- election workers and volunteers
- state agencies
- Incumbent Office holders
- High School students/faculty
- Legislators
- Federal agencies (Dept of Justice, Fed Election Commission)
- Virginia citizens with Disabilities
- General Public
- Other state agencies designated under the National Voter Registration Act (NVRA)
- Private non profit and civic organizations that promote voter registration
- Military and Overseas citizens
- registered voters who are incapacitated or hospitalized
- Agency Staff

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$9,178,823	\$0	\$9,178,823	\$1,474,619	\$7,704,204	27.00
FY 2004	\$8,824,541	\$0	\$8,824,541	\$1,474,619	\$7,349,922	27.00
FY 2005	\$10,241,777	\$45,500,000	\$55,741,777	\$1,581,480	\$54,160,297	36.00
FY 2006	\$10,243,894	\$15,000,000	\$25,243,894	\$1,877,731	\$23,366,163	36.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$10,243,894	\$15,000,000	\$25,243,894	\$1,622,794	\$23,621,100	36.00
FY 2007 Addenda	\$678,039	(\$14,991,492)	(\$14,313,453)	\$125,365	(\$14,438,818)	2.00
FY 2007 TOTAL	\$10,921,933	\$8,508	\$10,930,441	\$1,748,159	\$9,182,282	38.00
FY 2008 Base Budget	\$10,243,894	\$15,000,000	\$25,243,894	\$1,622,794	\$23,621,100	36.00
FY 2008 Addenda	\$676,223	(\$14,991,492)	(\$14,315,269)	\$125,365	(\$14,440,634)	2.00
FY 2008 TOTAL	\$10,920,117	\$8,508	\$10,928,625	\$1,748,159	\$9,180,466	38.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$640,139 (GF) and \$8,508 (NGF).

► **Remove one-time federal Help America Vote Act funds**

Removes one-time Help America Vote Act (HAVA) grant funds. For each year, a reduction of \$15.0 million (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$37,900 (GF). For 2008, \$36,084 (GF).

► **Provide staffing support for new Virginia Elections & Registration Information System (VERIS)**

Adds two technical support staff for the new Virginia Elections and Registration Information System (VERIS). The positions are required because the Virginia Information Technology Agency (VITA) is no longer providing technical software application support for programming or technical management to agencies. The two additional positions will ensure that technical support for the new VERIS system will be in place when the system becomes fully operational on January 1, 2006. Existing funding is available to cover the cost of the positions. For 2007, two positions.

Agency Service Areas:

Electoral Uniformity, Legality, and Quality Assurance Services

This service area provides guidance and promotes uniformity in electoral proceedings by conducting research and providing procedural guidance to obtain uniformity in local election officials' practices and proceedings.

Activities include:

- Provide guidance, advice, and quality assurance to SBE staff, general registrars, electoral boards, citizens, and voters to ensure uniformity and legality in the administration and implementation of federal and state election laws.
- Provide assistance in production of all forms and documents prescribed by State Board to ensure legality and compliance with federal and state election laws.
- Provide research services and guidance to staff, local election officials, candidates, political parties, political action committees, and public on federal laws, federal policies from Federal Election Commission and Election Assistance Commission, historical State Board policies and practices, court cases, and Attorney General's opinions.
- Maintain all official guidance documents and update with State Registrar of records.
- Complete and provide statistical analysis for federal reports and surveys on topics such as NVRA, HAVA and Election Day surveys,

and UOCAVA citizens.

- Propose and draft legislation and provide information and advice to elected officials concerning legislation

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,193,758	\$15,193,758	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$9,300	\$9,300	0.00	0.00
<i>Remove one-time federal Help America Vote Act funds</i>	(\$15,000,000)	(\$15,000,000)	0.00	0.00
Total for Service Area	\$203,058	\$203,058	3.00	3.00

Objective: Improve the assurance of uniformity and legality in all elections

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Electronically store, organize, consolidate, and streamline all electoral procedural, practices and policy documents and manuals into an easily accessible, digital, online, real-time data warehouse	currently 100% of policy, practices, and procedural documents and manuals are in hard to manage paper-bound format that is not easily searchable or accessible to local election officials.	Convert 50% of all policy, practice and procedural manuals and documents into digital formats accessible from a central data warehouse location on the internet by end of 2007 and, 100% by end of 2008

Statewide Voter Registration System Services

This service area provides for and maintains the continuing operation and maintenance of a central (statewide) record-keeping system, the Virginia Voter Registration System (VVRS), for all voters registered in the Commonwealth.

As part of its responsibility to operate and maintain the VVRS this service:

- requires the local counties and cities general registrars enter the names of all registered voters into the system and to change or correct registration records as necessary.
- Provides to each general registrar, voter registration cards for newly registered voters and for notice to registered voters on the system of changes and corrections in their registration records and polling places.
- Require the general registrars to delete from the record of registered voters the name of any voter who (i) is deceased, (ii) is no longer qualified to vote in the county or city where he is registered due to removal of his residence, (iii) has been convicted of a felony, (iv) has been adjudicated incapacitated, or (v) is otherwise no longer qualified to vote as may be provided by law.
- Retain on the system for four years a separate record for registered voters whose names have been deleted, with the reason for deletion.
- Retain on the system permanently a separate record for information received regarding deaths, felony convictions, and adjudications of incapacity pursuant to §§ 24.2-408 through 24.2-410.
- Provide to each general registrar, at least 10 days prior to a general or primary election and three days prior to a special election, an alphabetical list of all registered voters in each precinct or portion of a precinct in which the election is being held in the county, city, or town. These precinct lists are used as the official lists of qualified voters and constitute the poll books. Prior to any general, primary, or special election, this service area provide any general registrar, upon his/her request, with a separate electronic list of all registered voters in the registrar's county or city.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,106,461	\$1,106,461	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$10,199	\$10,199	0.00	0.00
<i>Provide staffing support for new Virginia Elections & Registration Information System (VERIS)</i>	\$0	\$0	2.00	2.00
Total for Service Area	\$1,116,660	\$1,116,660	6.00	6.00

Objective: maintain a uniform and nondiscriminatory computerized statewide database containing the names and addresses of every registered voter in the state

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce the number of days to produce List of Those Who Voted in statewide elections	currently, up to 60 days for statewide elections	by end of 2007, 35 days and by end of 2008, 21 days

Campaign Finance Disclosure Administration Services

This service area administers the campaign finance disclosure laws in Virginia. It provides public disclosure of money in campaigns and elections relating to General Assembly candidates and Statewide candidates (Governor, Lt. Governor, Attorney General). Public disclosure activities are supported by the training of campaign committees in the proper application of Virginia campaign finance laws and, the proper disclosure of campaign finance activities and transactions. This service area also provides guidance to local election officials in the proper administration of campaign finance disclosure laws.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$247,500	\$247,500	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,703	\$13,703	0.00	0.00
Total for Service Area	\$261,203	\$261,203	4.00	4.00

Objective: obtain statewide uniformity in campaign finance disclosure reporting activities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the percentage of local county and city election officials that receive State sponsored training in Campaign Finance Disclosure Administration (CFDA)	During 2005, 45% of election officials attended annual CFDA training sessions	Increase the percentage of election officials participating in annual CFDA training sessions by 20% and by 25% for 2007 and 2008, respectively

Election Administration Services

This service area implements and administers procedures and practices that provide uniform and legal applications of election practices and candidate certification procedures and other activities related to elections.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$570,163	\$570,163	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$20,252	\$20,252	0.00	0.00
Total for Service Area	\$590,415	\$590,415	8.00	8.00

Objective: Ensure that 100% of polling places in Virginia are fully accessible as defined by the Americans with Disabilities Act (ADA) standards

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the percentage of polling places in Virginia graded as fully accessible according to the ADA standards.	At the beginning of FY2005, 184 of 2,294 or 8% of polling places had been designated as fully accessible by ADA standards	70% and 100% of polling places in Virginia should be fully accessible by ADA standards by end of 2007 and 2008, respectively

Voter Services

This service area provides voter registration, absentee voting and voter education services to Virginia citizens

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$581,500	\$581,500	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$28,565	\$28,565	0.00	0.00
Total for Service Area	\$610,065	\$610,065	7.00	7.00

Objective: Advance the convenience and access to Absentee Voting for Military and Overseas citizens

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase percentage of counties and cities (with central absentee precincts), which participate in the voluntary Absentee Ballot Email Pilot Program for Overseas Citizens deployed outside CONUS	during 2005, 76% of counties and cities with CAP participated in the voluntary Absentee Ballot Email Pilot Program	85% and 95% participation rate by end of 2007 and 2008, respectively.

Objective: Educate and inform citizens on election information, voting procedures, voting rights and voter responsibilities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase number of web-based, interactive, educational demonstrations of voting equipment used in Virginia	during 2005, there are 23 distinct types of voting equipment used in Virginia and zero agency sponsored interactive educational demos of the voting equipment	increase number of web-based, interactive, voting equipment demonstrations by 5 and 12 for 2007 and 2008, respectively

Objective: Advance the convenience, timeliness and efficiency of voter registration

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
decrease the percentage of voter registration applications that are rejected due to error on application or incompleteness	during 2005, 7% (91,730 of 1,230,233) of voter registration applications submitted were invalid or rejected (other than duplicates)	voter registration application rejection rate at or below 5% and 3% for 2007 and 2008, respectively.

Administrative Services

This service area provides communication, information, and administrative support services to all of the agency's service areas.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$841,255	\$841,255	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$61,738	\$61,738	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$37,900	\$36,084	0.00	0.00
Total for Service Area	\$940,893	\$939,077	10.00	10.00

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	The 2005 percentage calculated based on the agency scorecard is 100%	maintain 100% performance rating for 2007 and 2008

Financial Assistance for General Registrar Compensation

This service area provides financial assistance to all Virginia counties and cities governments for local general registrars compensation

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,507,808	\$5,507,808	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$422,101	\$422,101	0.00	0.00
Total for Service Area	\$5,929,909	\$5,929,909	0.00	0.00

Objective: Provide financial support to local counties and cities for costs of general registrar compensation

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Improve timeliness of locality reimbursements for general registrars salaries	Currently, 35% of the reimbursement applications received from local governments are accurately paid before May 16th of each year	For 2007, 60% or more and, FY2008 70% or more, of the applications for reimbursement paid at least 45 days before the end of the fiscal year

Financial Assistance for Local Electoral Board Compensation and Expenses

This service area provides financial assistance, in the form of reimbursements, to counties and cities for local electoral board compensation and mileage expenses

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,195,449	\$1,195,449	0.00	0.00
Transfer centrally funded amounts to agency budgets	\$82,789	\$82,789	0.00	0.00
Total for Service Area	\$1,278,238	\$1,278,238	0.00	0.00

Objective: provide timely financial assistance to local governments for local electoral board compensation and mileage payments

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the accuracy of reimbursements requested by county and city governments	During 2005, only 60% of reimbursement applications submitted by county and city governments contained accurate salary information	The desired target is for 80% or above for 2007 and, 90% or above for 2008, of the reimbursements requests received contain accurate payment information



Office of Agriculture and Forestry

The agencies in the Agriculture and Forestry secretariat promote and enhance statewide economic growth in the agricultural and forestry industries, protect forests, promote agricultural environmental stewardship, and protect consumers.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$36,166,854	\$31,833,319	\$68,000,173	\$45,956,158	\$22,044,015	832.00
FY 2004	\$36,089,934	\$31,244,849	\$67,334,783	\$41,673,919	\$25,660,864	831.38
FY 2005	\$37,928,983	\$34,115,257	\$72,044,240	\$44,906,330	\$27,137,910	837.38
FY 2006	\$41,351,398	\$33,788,146	\$75,139,544	\$45,371,610	\$29,767,934	827.38
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$41,351,398	\$33,788,146	\$75,139,544	\$43,559,628	\$31,579,916	827.38
FY 2007 Addenda	\$4,353,492	\$1,834,139	\$6,187,631	\$4,514,837	\$1,672,794	5.00
FY 2007 TOTAL	\$45,704,890	\$35,622,285	\$81,327,175	\$48,074,465	\$33,252,710	832.38
FY 2008 Base Budget	\$41,351,398	\$33,788,146	\$75,139,544	\$43,559,628	\$31,579,916	827.38
FY 2008 Addenda	\$3,697,243	\$1,834,139	\$5,531,382	\$4,569,108	\$962,274	5.00
FY 2008 TOTAL	\$45,048,641	\$35,622,285	\$80,670,926	\$48,128,736	\$32,542,190	832.38
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$12,060,000	\$1,430,000	\$13,490,000	\$0	\$13,490,000	0.00
FY 2008 Capital	\$5,285,000	\$0	\$5,285,000	\$0	\$5,285,000	0.00

Secretary of Agriculture and Forestry

Mission Statement

The Secretary of Agriculture and Forestry provides policy guidance and direction to the Department of Agriculture and Consumer Services and the Department of Forestry in the conservation, protection and development of Virginia's agricultural and forest resources and in protecting the Virginia consumer.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Promote profitability in and further development of Virginia's agricultural and forestry industries.
- Provide for a safe, wholesome and bountiful food supply and for bountiful and diverse forest resources.
- Protect the health and vitality of Virginia's forests and its agricultural plants and animals.
- Encourage the conservation of Virginia's forestlands, the preservation of its farmlands, and good stewardship of the other resources required for successful agricultural and forestry industries.
- Protect Virginians, their properties and forest resources from wildfire.
- Facilitate commerce by protecting consumers and businesses through regulatory programs and through assistance in the resolution of complaints.

Customers Served:

- All citizens of the Commonwealth

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$0	\$0	\$0	\$0	0.00
FY 2004	\$0	\$0	\$0	\$0	\$0	0.00
FY 2005	\$118,000	\$0	\$118,000	\$0	\$118,000	3.00
FY 2006	\$540,000	\$0	\$540,000	\$347,995	\$192,005	3.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$540,000	\$0	\$540,000	\$508,002	\$31,998	3.00
FY 2007 Addenda	(\$135,503)	\$0	(\$135,503)	(\$147,029)	\$11,526	0.00
FY 2007 TOTAL	\$404,497	\$0	\$404,497	\$360,973	\$43,524	3.00
FY 2008 Base Budget	\$540,000	\$0	\$540,000	\$508,002	\$31,998	3.00
FY 2008 Addenda	(\$135,304)	\$0	(\$135,304)	(\$147,029)	\$11,725	0.00
FY 2008 TOTAL	\$404,696	\$0	\$404,696	\$360,973	\$43,723	3.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2,971 (GF).

► Remove one-time operations funding

Removes one-time funding provided during the 2005 Session for the accelerated implementation of the Office of Agriculture and Forestry. For each year, a reduction of \$150,000 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$11,526 (GF). For 2008, \$11,725 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$540,000	\$540,000	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,971	\$2,971	0.00	0.00
<i>Remove one-time operations funding</i>	(\$150,000)	(\$150,000)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$11,526	\$11,725	0.00	0.00
Total for Service Area	\$404,497	\$404,696	3.00	3.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements .

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	100%	100%

Department of Agriculture and Consumer Services

Mission Statement

We promote the economic growth and development of Virginia agriculture, encourage environmental stewardship and provide consumer protection.

Agency Goals:

- Enhance opportunities for the growth and profitability of the Virginia agriculture industry.
- Ensure a safe and wholesome food supply.
- Provide agricultural and consumer protection services which support economic growth, encourage environmental stewardship and meet consumer needs.
- Increase Agency services and productivity through new technology, e-government applications, work processes and procedures, and training.
- Provide services which prevent or minimize the impact of emergency agricultural infestations, animal disease outbreaks, food borne illness outbreaks, and natural and manmade disasters.

Customers Served:

- Virginia farmers
- Agribusinesses, Ag Cooperatives and Membership Organizations
- Farm and Farm Related Employment
- Licensed processors, distributors and producers
- Livestock producers, dealers, markets

Customers Served:

- Veterinary practitioners and clinics
- Federal agencies
- Fruit Packers and processing plants
- Pounds, shelters and local animal control agencies
- Retail Food Stores
- Food Manufacturers
- Food Warehouses
- Meat Processing/Slaughter Facilities in Virginia
- Employees working in meat processing/slaughter facilities
- Dairy farms producing Grade "A" or manufactured grade milk
- Contract milk haulers
- Milk pickup haulers permitted to weigh and sample milk
- Milk tank trucks
- Plants processing manufactured grade milk
- Frozen dessert plants
- Retail frozen dessert mobile units and frozen dessert shops
- Grade A milk tank truck wash station
- Certified pesticide applicators and licensed pesticide businesses
- Licensed Agricultural Businesses
- State & Local Governments
- Seed Producers
- Agricultural Brokers
- Nursery Dealers (Retailers) and Nursery Growers (Wholesalers)
- Ag/Forest Product Exporters
- Cotton Growers
- Ginseng Growers/Dealers
- Property Developers
- Beekeepers
- Charitable organizations
- Credit services businesses
- Companies and citizens utilizing extended service contracts
- Health spas and health spa members
- Membership campgrounds
- Legal services plan sellers
- Travel clubs
- Registered Drivers (gallon measurement on pumps)
- Manufacturers needing calibrated standards
- Government agencies needing calibrated standards
- Weights & Measures services agencies
- Weights & Measures service technicians
- Businesses using weighing devices and scanners
- Petroleum dealers using measuring devices

Customers Served:

- Businesses selling retail packaged commodities
- Retail Markets
- Processed Food Companies
- Vineyards
- Direct Marketers
- Peanut Buying Stations
- Potato & Vegetable Packinghouses
- Produce Warehouses
- Peanut Factories and Storages
- Peanut Mills
- Poultry Plants
- Shell Egg Plants
- Grain Dealers, Handlers and Grain/Soybean Export Facility
- Export Shipping Agents
- Virginia Grain Producers
- Public School Districts
- State or Private Schools
- Regional Food Banks
- Virginia School Children

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$21,809,667	\$21,855,007	\$43,664,674	\$29,141,682	\$14,522,992	494.00
FY 2004	\$22,426,914	\$21,438,851	\$43,865,765	\$25,881,181	\$17,984,584	505.00
FY 2005	\$23,471,283	\$23,910,831	\$47,382,114	\$28,898,315	\$18,483,799	508.00
FY 2006	\$24,982,694	\$23,483,720	\$48,466,414	\$29,015,600	\$19,450,814	501.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$24,982,694	\$23,483,720	\$48,466,414	\$28,633,834	\$19,832,580	501.00
FY 2007 Addenda	\$2,032,816	\$1,413,411	\$3,446,227	\$2,875,432	\$570,795	5.00
FY 2007 TOTAL	\$27,015,510	\$24,897,131	\$51,912,641	\$31,509,266	\$20,403,375	506.00
FY 2008 Base Budget	\$24,982,694	\$23,483,720	\$48,466,414	\$28,633,834	\$19,832,580	501.00
FY 2008 Addenda	\$1,865,645	\$1,413,411	\$3,279,056	\$2,892,847	\$386,209	5.00
FY 2008 TOTAL	\$26,848,339	\$24,897,131	\$51,745,470	\$31,526,681	\$20,218,789	506.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$1,926,000	\$0	\$1,926,000	\$0	\$1,926,000	0.00
FY 2008 Capital	\$5,285,000	\$0	\$5,285,000	\$0	\$5,285,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.6 million (GF) and \$932,357 (NGF).
- ▶ **Remove one-time spending amounts from agency budget**
Removes one-time funding from the agency's budget. For each year, a reduction of \$359,350 (GF).
- ▶ **Adjust appropriation for coyote damage control program**
Adjusts the agency's base budget to reflect an administrative action. For each year, a reduction of \$35,000 (GF).
- ▶ **Add appropriation for prepaid legal service plan regulation**
Funds regulatory responsibility, oversight of individuals selling legal services plans, which was transferred from the State Corporation Commission (SCC) to the department, effective July 1, 2004. For each year, \$451,050 (NGF).
- ▶ **Adjust salary funding for veterinarian positions**
Provides funds to increase the salary for veterinarians. The agency has had difficulty recruiting and hiring for essential veterinarian positions, and it is experiencing significant turnover in these positions. The veterinarians work to monitor, identify, and control animal health diseases that could potentially impact human health and the economic vitality of Virginia's agricultural industries. For each year, \$103,118 (GF) and \$30,004 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$208,129 (GF). For 2008, \$196,451 (GF).
- ▶ **Add field positions to safeguard animal health**
Provides resources to respond to threats of disease outbreaks in the livestock and poultry populations. The funding will be used for one livestock inspector in each of three regions – Harrisonburg, Lynchburg, and Wytheville. The livestock inspectors will help the agency prevent, control, and eradicate infectious and contagious diseases. For 2007, \$185,439 (GF) and three positions. For 2008, \$176,288 (GF).
- ▶ **Establish direct marketing services group and organic certification specialist**
Establishes a direct marketing services group to work with retail farmers markets, agri-tourism enterprises, organic producers and other small producers. The funding also includes an advisor to assist Virginia organic producers with certification under the National Organic Program. This is an area of potential high growth for Virginia agriculture. For each year, \$88,358 (GF).
- ▶ **Provide funding for weights and measures activities**
Increases funding for weight and measures inspection services. The funds will be used to protect consumers from inaccurate measures, fraud, deception, and illegal practices through inspection of weighing and measuring devices (including motor fuel pumps), enforcement of motor fuel quality standards, and investigation of consumer complaints. For 2007, \$98,238 (GF) and two positions. For 2008, \$101,896 (GF).
- ▶ **Re-engineer legacy applications to e-government applications**
Provides funding to re-engineer 17 computer application systems. The legacy systems are used to process and track applications for certifications and registrations. The systems are running on an obsolete mainframe computer, and the new systems will be web based for better access by employees and customers. For 2007, \$150,000 (GF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Construct Eastern Shore seafood processing facility**
Provides funds to construct a 29,500 square foot seafood processing and storage facility. The facility will include a blast freezer, freezer storage units, and cold and dry storage for the seafood industry. The components of the building will be leased to shippers and brokers who will process their own product and make available their services to all watermen on the Eastern Shore. More than 63 species of fish are harvested in the water around the Eastern Shore, with an estimated wholesale value of \$9.5 million. For the biennium, \$5.6 million (GF).
- ▶ **Construct Eastern Shore marketing and inspection office**
Provides funds to construct a new office in Accomack County to replace two existing offices in separate locations that are unsafe and unsound. The new facility will consolidate program activities at one location. For the biennium, \$868,000 (GF).
- ▶ **Construct Harrisonburg laboratory and office**
Provides additional funding to address the recent market escalation of construction costs for a previously authorized

capital project. For the biennium, \$758,000 (GF).

Agency Service Areas:

Distribution of USDA Donated Food

The Food Distribution Program manages the distribution of USDA donated foods to all eligible outlets in the state.

This activity performs the following activities:

- Approves non-school outlets for participation
- Orders USDA foods based on USDA foods offered, school food requests or clients served
- Arranges transportation and storage, maintains accountability of USDA foods
- Ensures that USDA donated food usage is in accordance with federal regulations.

The staff provides technical assistance in program operation and promotes Virginia products to recipient agencies and commercial distributors. This office also diverts USDA foods in emergencies for disaster relief, including potential terrorist attacks, to assist state recovery operations.

Currently, there are three components to this activity which are interrelated and generate economies of scale because they utilize the same personnel and a single commercial distribution system:

The largest component, in terms of food volume and value to Virginia citizens is USDA foods for school lunches. The program benefits state taxpayers by reducing the cost of school meals by 17.5 cents each. Virginia schools serve 101.1 million meals annually.

The second component is The Emergency Food Assistance Program (TEFAP). VDACS distributes foods donated by USDA to seven regional food banks for subsequent distribution to low income households. VDACS also distributes TEFAP foods to eligible soup kitchens/congregate feeding sites in Virginia. This component provides the initial shelf stable food resources for state recovery operations from disasters or emergencies including terrorist attacks. In the event of state emergencies, disasters, or terrorist attacks, VDACS can also coordinate the diversion of USDA foods from a variety of sources.

The third component is the distribution of USDA foods to public and private nonprofit institutions. USDA foods provided to state and local penal institutions reduce the food cost burden to the economic benefit of Virginia tax payers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,023,277	\$2,023,277	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$5,716	\$5,716	0.00	0.00
Total for Service Area	\$2,028,993	\$2,028,993	9.00	9.00

Objective: Increase the volume and/or value of USDA donated food and nutritional programs distributed to eligible recipient agencies in order to maximize the nutritional and economic benefits for Virginia citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Overall dollar value and poundage of distributed food within the state.	Five year average is currently \$38.2 million and/or 1.2 million cases.	Two percent increase each year from the five year rolling average.

Animal Disease Prevention and Control

A statewide veterinary medicine regulatory program which prevents, contains, and eradicates infectious and contagious diseases of Virginia's livestock and poultry populations in order to enhance their national and international marketability and to increase the profit potential for the animal agriculture industry.

Services include:

Health tests and certification to assure that livestock and poultry are free of diseases when they are sold or shipped.

Analyzing the state's livestock population through continuous monitoring and testing at livestock markets and shows.

Coordination of animal and poultry disease eradication programs.

Investigations of drug residue cases and conducting tracebacks associated with suspect animals.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,666,729	\$1,666,729	24.80	24.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$140,347	\$140,347	0.00	0.00
<i>Adjust salary funding for veterinarian positions</i>	\$36,942	\$36,942	0.00	0.00
<i>Add field positions to safeguard animal health</i>	\$185,439	\$176,288	3.00	3.00
Total for Service Area	\$2,029,457	\$2,020,306	27.80	27.80

Objective: To protect and promote Virginia's animal and poultry industries.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Implementing an animal identification program in accordance with the National Animal Identification System.	Baseline is not available. Baseline will be established using FY 06 data.	Register 25% of total premises located in Virginia and assign premises registration number by July 1, 2007.

Objective: To prevent the rapid spread of transmissible disease in Virginia's livestock and poultry populations by enhancing disease surveillance capabilities through the implementation of a private veterinary practitioner disease reporting system.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Implementation of online disease reporting system, including the generation of written summaries that can be sent to national and international animal health officials, veterinarians and other interested users, and citizens of the Commonwealth.	Baseline is not available. Baseline will be established using FY 06 data.	Online disease reporting system utilized by 25% of Virginia veterinary practitioners by FY 07.

Diagnostic Services

The Regional Animal Health Laboratory System (RAHLS) consists of five regional animal health laboratories geographically distributed around the Commonwealth such that all potential clients are within two to three hours of at least one facility.

Diagnostic services provides necropsy (animal autopsy), diagnostic microbiology, dairy microbiology, parasitology, serology, molecular testing, histopathology and food safety testing.

Customer service is enhanced by each facility being staffed with professional personnel to provide the highest quality of veterinary laboratory diagnostic services directly to the client.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,969,840	\$2,969,840	47.00	47.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$169,791	\$169,791	0.00	0.00
<i>Adjust salary funding for veterinarian positions</i>	\$56,407	\$56,407	0.00	0.00
Total for Service Area	\$3,196,038	\$3,196,038	47.00	47.00

Objective: Protect and promote Virginia's livestock and poultry industries and protect domestic animals by conducting diagnostic laboratory tests each year to aid in the prevention and control of animal diseases.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Tests Performed	All submitted tests completed during year. For most recent completed year, totaled 598,464 tests.	To complete 600,000 submitted tests annually.
OLS Quality System	Baseline not available. Baseline will be established using FY 06 data.	Development and implementation of Quality System.

Animal Welfare

Products and services include:

- A statewide program that promotes the proper care, husbandry and treatment of animals in Virginia;
- Conducts unannounced inspections of the 97 county and 119 city pounds and shelters in the Commonwealth; and
- Provides informational and professional assistance on a statewide basis to a diverse animal interest groups (e.g., agriculture industries, companion animal industries, wildlife and humane interest groups, etc.).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$57,469	\$57,469	1.20	1.20
Total for Service Area	\$57,469	\$57,469	1.20	1.20

Objective: Strengthen compliance with Virginia's Comprehensive Animal Laws, prevent cruelty to animals and promote humane care and treatment of animals.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of pound and shelter inspections	130 inspections of pounds and shelters per year in FY 05.	150 inspections of pounds and shelters per year in FY 06.

Grading and Certification of Virginia Products

This activity provides a grading system that identifies product quality, which is essential for effective and efficient marketing to occur. This program uniformly applies grade standards and specifications of quality that are accepted, understood and utilized by both buyers and sellers worldwide. The agency operates under agreements with the United States Department of Agriculture to provide commodity grading, inspection and official certification services. In addition, this activity is responsible for the administration and enforcement of the Virginia Controlled Atmosphere Storage Law for apples and the Virginia Seed Potato Law.

The major service is inspection and official certification of product quality, according to USDA or Virginia grade standards, of fresh fruits, vegetables, peanuts, processed fruits and vegetables, grain, poultry, all species and classes of livestock, wool and other miscellaneous commodities for producers, shippers, processors, buyers, marketers, and other financially interested parties who request and pay for the service when needed. Other services include providing the official documentation required for export and official documentation required in settling claims or in legal proceedings.

Along with buyers and sellers who request grading services, all Virginia agriculture stands to benefit from the agency offering these services because industry constantly assesses the added value of graded versus non-graded products. Prices of non-graded products benefit from market value established by graded products. Commodity industries that support and request these voluntary services are aware of the importance of and the need to continue the services as a basis for fair and equitable payments. Trust in the agency's grading allows buyers to make bids through electronic auctions or otherwise buy without the necessity to travel to see the commodity. This attracts more buyers for more competitive bidding. Grading provides an incentive to produce higher quality products.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,284,701	\$5,284,701	51.00	51.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$258,147	\$258,147	0.00	0.00
Total for Service Area	\$5,542,848	\$5,542,848	51.00	51.00

Objective: Increase the value of Virginia food, agricultural and forestry products marketed with assistance and collaboration from VDACS (Division of Marketing).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Volume and economic value of products inspected, graded and certified by VDACS	Five year rolling average is currently \$1.6 Billion	Two percent increase each year from the five year average.

Milk Marketing Regulation

This service area creates and administers regulations that foster an orderly state milk-marketing environment to provide for a constantly available supply of milk production dedicated to fluid milk product for use by citizens in controlled markets.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$755,801	\$755,801	10.00	10.00
Total for Service Area	\$755,801	\$755,801	10.00	10.00

Objective: Maintain a system that supports an orderly state milk market to promote the production of a supply of competitively priced fluid milk that satisfies Virginia consumer demand.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of producer milk target deliveries utilized in fluid milk products in Virginia controlled markets.	The five year rolling average is at the end of FY 2003-04 is 103.44%	Maintain producer raw milk target deliveries at levels equal to 100% of fluid milk production utilized in Virginia controlled markets, but not greater than 108%.

Marketing Research

Market Research includes the Virginia Market News and the Virginia Agricultural Statistics Services.

Virginia Market News Service collects and disseminates daily market prices and analyses to Virginia agricultural producers, processors, handlers, general agribusinesses, agriculture financial community, print and broadcast media, marketers, commercial market news services, consumers and USDA. These unbiased, third party reports assist each business and individual in making accurate, reliable sales and purchasing decisions.

Virginia Agricultural Statistics Service issues official state forecasts and estimates of crops, livestock, poultry, dairy, prices, labor and other related items in cooperation with the USDA-National Statistics Service. This cooperative series of reports helps maintain an orderly association among the outputs, supply, and marketing sectors in Virginia's agricultural community. The Virginia Agricultural Statistics Service is a joint cooperative federal and state program.

With the highly competitive global food and forest products arena, consistent market research and reporting is critical to better anticipate market shifts, enhance market segmentation from competitors, and position Virginia sources as preferred suppliers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$503,514	\$503,514	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$25,892	\$25,892	0.00	0.00
Total for Service Area	\$529,406	\$529,406	7.00	7.00

Objective: Maintain consistent market research programs in order to obtain current agricultural production statistics, price information, market trends and assess new market opportunities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of requests by industry for marketing information	In FY 2004-2005, Market News responded to 89,675 requests for market information from industry and media. 2,100 copies of the 2003 Ag Statistics Bulletin were distributed.	Maintain baseline request for market information.

Market Virginia Agricultural and Forestry Products Nationally and Internationally

This service area locates, develops, maintains and expands local, regional and global markets for Virginia food, agricultural and forest products. Functions within the service area are separated between domestic, international and livestock marketing.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,129,847	\$3,129,847	31.00	31.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$182,710	\$182,710	0.00	0.00
<i>Establish direct marketing services group and organic certification specialist</i>	\$88,358	\$88,358	0.00	0.00
Total for Service Area	\$3,400,915	\$3,400,915	31.00	31.00

Objective: Increase the value of Virginia food, agricultural and forestry products marketed with assistance and collaboration from VDACS (Division of Marketing).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Volume and economic value of products inspected, graded and certified, plus annual economic sales values from forest products (export only), marine products and wine	Five year rolling average is currently \$1.6 Billion +\$108mill from seafood, +220.2 million forest products, + \$45 million from wine = Total \$1.973 billion	Two percent increase each year from the five year average

Agricultural Commodity Boards

This service area provides administrative oversight to 16 commodity boards, all of which are supervisory boards that serve the producers of apples, peanuts, sweet potatoes, Irish potatoes, soybeans, corn, small grains, marine products, wine, pork, eggs, cattle, dark fired tobacco, bright flue-cured tobacco, sheep, horses and cotton. The mission of the boards is to provide short and long term growth for their respective industries through strategic investment in research, marketing and education programs. The supervisory boards were established when each industry requested legislation that enabled a producer referendum on the question of whether to establish the board and collect an assessment to fund the board. Fifteen boards are totally self-supporting through these assessments.

The self-assessment concept of the boards provides funding for market development and/or promotion projects, research and education for the individual commodities. Each board has separate legislation with various limitations on assessment fund expenditures.

The sixteenth board, the Virginia Wine Board -established in 2004- operates on General Fund Appropriations linked to the liter tax on wine. Funds expended by the Wine Board are used for wine marketing, education, as well as enology and viticulture research.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,148,103	\$4,148,103	5.00	5.00
Transfer centrally funded amounts to agency budgets	\$31,586	\$31,586	0.00	0.00
Total for Service Area	\$4,179,689	\$4,179,689	5.00	5.00

Objective: Improve the operations of individual commodity boards and expand integrated, multi-commodity marketing programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of integrated commodity promotion and programming opportunities and events each fiscal year.	One ongoing, multi-commodity activity in FY05.	Two multi-commodity activities in FY07.

Agribusiness Development Services and Farmland Preservation

Economic Development of the Agricultural Sector and Preservation of the State's Agricultural resources.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$480,436	\$480,436	3.00	3.00
Transfer centrally funded amounts to agency budgets	\$91,788	\$91,788	0.00	0.00
Remove one-time spending amounts from agency budget	(\$50,000)	(\$50,000)	0.00	0.00
Total for Service Area	\$522,224	\$522,224	3.00	3.00

Objective: Increase the level of capital investment in agribusiness for the period 2006-2008.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of capital investment.	\$9.4 M for FY 2005	\$10 M per year

Objective: Increase the number of farmland preservation programs adopted by localities with the assistance of VDACS' Agricultural Vitality Program each year of the biennium.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of new local farmland preservation programs adopted each year.	Assisted with the creation of three (3) farmland preservation programs in FY 2005.	2 per year

Objective: Increase the number of farmers participating in the Farm Business Transition/Succession efforts.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of farmers participating in farm business succession activities.	60 participants in FY 2005	75 participants

Plant Pest and Disease Prevention and Control Services

This service area protects the agricultural and horticultural interests of the Commonwealth. Services include:

- Preventing the establishment of or retarding the spread of designated nuisance or injurious pests, or the introduction of new pests, using environmentally sound practices
- Reducing the effects of nuisance and injurious pests (insects, plant diseases, and weeds) on the environment and their impact on consumers
- Enhancing the marketability of Virginia's agricultural commodities through pest-free certification of products for interstate and international trade
- Protecting existing plant and insect populations considered threatened or endangered
- Promoting the science of beekeeping to ensure Virginia's growers of a continuing supply of healthy, managed pollinators

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,887,962	\$3,887,962	33.50	33.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$203,196	\$203,196	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$100,000)	(\$100,000)	0.00	0.00
<i>Adjust appropriation for coyote damage control program</i>	(\$35,000)	(\$35,000)	0.00	0.00
Total for Service Area	\$3,956,158	\$3,956,158	33.50	33.50

Objective: Increase support of the interstate and international movement of agricultural products.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Phytosanitary Certificates issued.	3,078 Phytosanitary Certificates were issued during calendar year 2004	Issuance of 3,400 Phytosanitary Certificates per year.

Objective: Increase the number of inspections, certifications and compliance monitoring conducted to protect Virginia's agricultural and horticultural resources.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of site visits to conduct inspections, certifications and compliance monitoring.	During FY 04, this service area conducted 16,797 site visits.	The target number of site visits is 17,600 annually, a 5% increase

Objective: Maintain the Office of Plant & Pest Services' emergency plant pest detection and response capabilities to prevent or minimize potential plant health crises.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of samples performed by staff in the Plant Pathology Laboratory.	In calendar year 2004, the Plant Pathology Laboratory diagnosed 1,035 samples.	Laboratory diagnosis of 1,140 samples per year.

Agricultural and Food Emergencies Prevention and Response

This service area:

- Coordinates emergency plans, training, and exercises within the agency and with the Virginia Department of Emergency Management (VDEM).
- Serves as the Agency's point of contact for VDEM.
- Represents the agency on panels, working groups and committees addressing homeland security. Examples include: Commonwealth Preparedness Working Group, Staff for the Secure Commonwealth Panel-Agribusiness Sub-Panel, Critical Infrastructure Protection Working Group, and Virginia Information Sharing Working Group.
- Seeks grant funding for agriculture and food emergencies and terrorism prevention and response requirements that exceed general funds provided for this purpose.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$449,679	\$449,679	1.80	1.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$120,225	\$120,225	0.00	0.00
Total for Service Area	\$569,904	\$569,904	1.80	1.80

Objective: Prepare VDACS staff to respond to emergencies and disasters.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of applicable VDACS staff trained to respond to emergencies.	Unknown. Some units within the agency have incorporated emergency response training into general training sessions, but records have not been maintained.	The target is to train 100% of applicable VDACS staff on Continuity of Operations and to respond to: Food Borne Illness Outbreaks, Highly Contagious Livestock or Poultry Disease Outbreaks, and Plant Health Emergencies.

Consumer Affairs - Regulation and Consumer Education

This service area protects consumers from fraud, deception, and illegal practices in the marketplace. Services include:

- Consumer education and counseling
- Investigation or referral of consumer complaints
- Provision of alternative dispute resolution services, and
- Administrative oversight of seven regulatory programs

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,450,006	\$1,450,006	21.00	21.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$93,388	\$93,388	0.00	0.00
<i>Add appropriation for prepaid legal service plan regulation</i>	\$451,050	\$451,050	0.00	0.00
Total for Service Area	\$1,994,444	\$1,994,444	21.00	21.00

Objective: Increase consumer protection by reducing the average number of days for resolution of consumer affairs services complaints.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average number of days to resolve consumer complaints	During fiscal year 2004-05, the average complaint closure time was approximately 68 days.	The target average complaint closure time is 60 days for any given 12 month period.

Objective: The Office of Consumer Affairs will seek to reduce the incidence of fraud in the categories of complaints identified by the Consumer Affairs Advisory Committee as priorities for consumer education and public outreach efforts.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of consumer complaints received by this service area involving Internet fraud.	During FY 2003-04, this service area received 106 complaints alleging Internet fraud.	The target level for Internet fraud complaints is 100 per year.

Regulation of Grain Commodity Sales

Administration of the Virginia Grain Laws. These two laws, the Grain Handler Law and the Grain Dealer Licensing and Bonding Law, aid in marketing grain produced in Virginia.

All grain is weighed and the vast majority is graded pursuant to the regulations set forth by the Grain Handlers law. This ensures that both buyer and seller have grain that is of a known weight and grade as the basis for their transaction.

The grain law program also helps to assure that Virginia's farmers are promptly and properly paid for their grain through the enforcement of the Grain Dealers Licensing and Bonding Law. This law requires that a grain dealer be properly bonded with a surety and licensed with the Commonwealth of Virginia. It also requires the dealer to keep all grain transaction records for reviewing. In the case of dealer default, injured parties would have financial recourse against a dealer's bond or letter of credit.

With grain being grown in nearly every county of the Commonwealth covering over a million acres, this grain law program has played a very important role in the orderly and efficient marketing of Virginia grain and in the financial protection of Virginia's grain farmers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$71,239	\$71,239	1.00	1.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$6,046	\$6,046	0.00	0.00
Total for Service Area	\$77,285	\$77,285	1.00	1.00

Objective: Protect the integrity and competitiveness of the Virginia grain industry through compliance with Virginia Grain Laws.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of grain dealers and handlers who have been reviewed and collective findings of the inspection reports.	Compliance rate is currently 100%.	Maintain 100% compliance.

Regulation of Weights and Measures and Motor Fuels

This service area protects consumers from inaccurate measurement, fraud, deception, and illegal practices in the marketplace. Services include:

- Inspection and testing of weighing and measuring devices
- Enforcement of motor fuel quality standards
- Calibration of measurement standards used by government and industry within the Commonwealth
- Investigation or referral of consumer complaints
- Registration of retail petroleum locations for protection from franchise encroachment
- Licensing, permitting, registration, and bonding of businesses, individuals, and products

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,047,385	\$2,047,385	37.50	37.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$104,719	\$104,719	0.00	0.00
<i>Provide funding for weights and measures activities</i>	\$98,238	\$101,896	2.00	2.00
Total for Service Area	\$2,250,342	\$2,254,000	39.50	39.50

Objective: To provide consumer protection and support for Virginia businesses by inspecting and testing commercially used weighing and measuring devices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Inspections of weighing and measuring devices.	During FY 2003-04, service area staff inspected 83,157 devices.	Effective July 1, 2005 the funding for this service area was effectively reduced by 50%. Thus, the target number of devices to be inspected annually is 67,500.

Objective: To ensure that quality petroleum products are available to the public and that inferior petroleum products are removed from the retail market.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Inspection of petroleum outlets and sampling of petroleum products for compliance to standards.	During FY 2003-04, service area staff conducted 1,213 petroleum outlet inspections.	The target is to conduct 1,200 petroleum outlet inspections annually.

Regulation of Food Establishments and Processors

This service area enforces the Virginia Food Laws to protect the health and safety of every citizen in Virginia who consumes food products by ensuring that these foods are safe, wholesome, properly labeled and fit for human consumption.

Services include:

- Inspections of food manufacturing, food processing, food storage and retail food sales facilities for compliance with the Virginia Food Laws as well as all associated regulations to address general sanitary conditions and procedures, employee food-handling practices, labeling issues and other factors relating to economic deception.
- Food security inspections and consultations to ensure that food products within that establishment are free from adulterants resulting from intentional contamination.
- Inspections of establishments that manufacture, store or sell dietary supplements to ensure sanitary conditions in those establishments as well as to affirm that dietary supplements reviewed are safe and properly labeled.
- Collect food samples during inspections of and visits to food establishments in order to ensure compliance with all applicable laws and regulations.
- Investigation of consumer complaints relating to sanitation of food establishments and suspect food products purchased or consumed are investigated on an annual basis.
- Addressing possible food contamination arising from fires, floods, hurricanes, power outages, truck wrecks and terrorist events when and where the need arises.
- Provide advice, assistance and educational consultations are provided to the food industry and to consumers relative to the requirements of the Virginia Food Laws and all associated regulations.
- Contributions to the economic development of Virginia's food industry by providing an environment where all food related establishments can compete equitably.
- Development of regulations to establish minimum sanitary and operating requirements for the operation of all food handling and storage facilities on an ongoing basis.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,367,959	\$2,367,959	40.64	40.64
<i>Transfer centrally funded amounts to agency budgets</i>	\$286,542	\$286,542	0.00	0.00
Total for Service Area	\$2,654,501	\$2,654,501	40.64	40.64

Objective: Enhance food safety and security programs for citizens of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of inspectional activities	39,501 inspections conducted in FY 2005.	40,686 inspections conducted by June 30, 2007.

Objective: Strengthen food safety and security programs for citizens of the Commonwealth and promote uniformity with nationwide retail food regulatory programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of components of the FDA's Voluntary National Retail Food Regulatory Program Standards adopted.	Baseline is not available. Baseline will be established using FY 06 data.	Compliance with six program standards by June 30, 2008.

Objective: Minimize the threat of terrorism on Virginia's food supply and increase the level of domestic preparedness by conducting at least one "table top" exercise for Food Safety and Security Specialists.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of table top exercises for Food Safety and Security Specialists.	Baseline is not available. This is a new activity brought about by the need to protect the food supply from a terrorist attack. Baseline will be established using FY 06 data.	Three table top exercises provided during the strategic plan biennium.

Objective: Ensure Food Safety and Security personnel are adequately equipped to respond to incidents where food may have been exposed to a biological, physical, nuclear or chemical agent.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The identification and securing of the appropriate protective equipment necessary to respond to intentional chemical, radiological or microbiological contamination of food.	Baseline is not available. This is a new activity brought about by the need to protect the food supply from a terrorist attack. Baseline will be established by initial purchase no later than December 31, 2005.	Purchase all equipment needed to properly secure and protect Food Safety Specialists by June 30, 2008.

Regulation of Meat Products

The meat and poultry inspection program protects the safety of citizens in Virginia consuming meat products by ensuring the production of safe, wholesome, and truthfully labeled meat and poultry products, as well as humane treatment of the animals that are slaughtered.

Services include:

- Inspection of animals presented for slaughter.
- Performing ante and post mortem slaughter inspection for consumer protection and to assist in assessing the disease status of the production animal population.
- Sanitary inspections of slaughter and processing facilities.
- Certification services provide to processors supplying products for requirement specific contracts.
- Assisting prospective plant operators obtain custom permits or grants of inspection.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,735,499	\$2,735,499	47.00	47.00
Transfer centrally funded amounts to agency budgets	\$218,782	\$218,782	0.00	0.00
Adjust salary funding for veterinarian positions	\$39,773	\$39,773	0.00	0.00
Total for Service Area	\$2,994,054	\$2,994,054	47.00	47.00

Objective: To ensure the continued supply of safe, wholesome, unadulterated and properly labeled meat and poultry products for Virginia consumers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of reports of illness attributed to meat and poultry products inspected by the Office of Meat and Poultry Services.	Baseline data is not available. Baseline will be established using FY 06 data.	Continue with zero reports of illness attributed to meat and poultry products annually.

Regulation of Milk and Dairy Industry

Dairy Services protects the health and safety of every citizen in Virginia who consumes dairy food by ensuring that milk, ice cream and frozen desserts, cheese, butter and other dairy products are safe, wholesome, and fit for human consumption.

Services include:

- Issuing permits necessary to operate a dairy farm or dairy processing plant; frozen dessert manufacturers (in and out of state) and retail frozen dessert shops and mobile units.
- Inspection of Grade A or Manufactured Grade dairy farms, Contract Milk Haulers, Milk Pickup Haulers permitted to weigh and sample milk, milk tank trucks, plants processing manufactured grade milk, frozen desserts plants, and Grade A milk truck wash stations for compliance with the Virginia Dairy Laws and associated regulations.
- Collect and test milk and milk product samples to determine compliance with quality standards.
- Review equipment plans, facilities and provides consultative services to recommend improvement and alternatives to equipment, building design, and construction materials.
- Provide direct services to clients by assisting them in identifying corrective actions necessary to comply with milk and dairy product quality standards.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,031,926	\$1,031,926	16.36	16.36
<i>Transfer centrally funded amounts to agency budgets</i>	\$88,149	\$88,149	0.00	0.00
Total for Service Area	\$1,120,075	\$1,120,075	16.36	16.36

Objective: Enhance food safety and security programs for citizens of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of inspectional activities	39,501 inspections conducted in FY 2005.	48,686 inspections conducted by June 30, 2007.

Pesticide Regulation and Applicator Certification

This service area provides regulatory oversight of the production, sale and use of pesticides in the Commonwealth of Virginia.

Services include:

- Training and certification of pesticide applicators
- Registration of pesticide products
- Licensing of pesticide businesses
- Administration of the provisions of the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA), the Virginia Pesticide Control Act (VPCA), the Regulations Pursuant to the Virginia Pesticide Control Act, the Worker Protection Standard (WPS), the Endangered Species Act (ESA), and the Clean Water Act
- Coordinating the disposal of unwanted pesticides and the recycling of pesticide containers
- Educating Virginians about safe pesticide practices

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,857,282	\$2,857,282	25.00	25.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$321,603	\$321,603	0.00	0.00
Total for Service Area	\$3,178,885	\$3,178,885	25.00	25.00

Objective: Enhance the protection of human health and the environment by reducing non-compliance with Virginia pesticide laws and regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Non-compliance cases handled by inspectors	Staff conducted 280 non-compliance investigations during calendar year 2004.	Reduce non-compliance investigations to approximately 250 per year.

Objective: Provide adequate pesticide “tools” for increasing production of existing crops or to facilitate the introduction of new crops, and to assist Virginia’s agricultural producers to use crop protection chemicals safely.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Registration processing time	During FY 2004-05, new product registrations were processed within 20 days of receipt, renewals are processed within 30 days, and applications for emergency registrations are reviewed within two days.	Staff will seek to reduce new product registration processing time to 18 days, and renewals to 27 days. Emergency registration applications will continue to be reviewed within two days.

Regulation of Feed, Seed, and Fertilizer Products

This service area protects consumers from inferior products, fraud, deception, and illegal practices in the marketplace. Services include:

- Inspection and testing of feed, seed, animal remedies, fertilizer and liming materials
- Operation of the seed program including the seed laboratory
- Inspection of manufacturing facilities and processes
- Investigation or referral of consumer complaints
- Licensing, permitting, registration, and bonding of businesses, individuals, and products

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,166,343	\$2,166,343	27.80	27.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$69,025	\$69,025	0.00	0.00
Total for Service Area	\$2,235,368	\$2,235,368	27.80	27.80

Objective: To provide consumer protection and support agriculture through the inspection and sampling of base inputs, i.e. seed, feed, fertilizer, animal remedies and liming materials.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Total number of laboratory tests performed on agricultural input samples	10,000 samples were conducted during FY 2004-05.	The target is to maintain the number of tests at 10,000 annually.

Objective: To provide consumer protection by ensuring that animal feed manufacturing facilities and facilities using medicated drugs and medications in feeds are in compliance with Current Good Manufacturing Practices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of inspections of retailers, FDA-licensed medicated feed mills, and non-licensed feed mills.	During FY 2004-05, this service area conducted 23 feed mill inspections, and 33 BSE inspections.	The target is to perform 20 feed mill inspections, and 50 BSE inspections per year.

Administrative and Support Services

This service area includes the Commissioner's Office and other support offices which work with the Commissioner, Deputy Commissioner, and staff to provide the executive direction and philosophy for the operation of the department in order to support the programs, initiatives, and direction of the Governor's Office and the Secretary of Agriculture and Forestry. Specific component offices within this service area include the Human Resource Office, Office of Internal Audit, Office of Communication and Promotion, and the Office of Policy, Planning and Research.

The service area also provides administrative and support services of a technical nature to all programs of the agency and works with the Commissioner's Office to ensure agency operations are conducted in a manner to comply with State law and policy, and guidance received from the Governor's Office and the Secretary of Agriculture and Forestry. These services are provided through the Office of Administrative and Financial Services, which includes these offices: Budget, Finance, Facilities Management and Capital Outlay, Purchasing and Support Services, and Information Systems.

Thus, the resources for the operation and maintenance of agency wide computer systems are include here. Expenses to VITA to operate the agency's mainframe operation and three local area networks in order to provide computer technology to all programs of the agency, and to assist the department in carrying out its administrative and financial management functions are included in this service area. The activities conducted here support the agency to address the critical issue relating to maximizing agency productivity through technology and new work procedures. This is accomplished through the computer systems which are developed and maintained for agency program and operational support areas which rely on agency automated systems to conduct daily operations.

In order to reduce administrative expenses for the department relating to the payment of certain categories of expenses, the agency budgets for these expenses in program 599; as opposed to budgeting for these items in each of the ten programs of the agency and then subsequently having to charge payments on a prorated basis to each of these programs during the fiscal year. Categories of the expenses budgeted and paid from this service area include operation and maintenance expenses of regional offices and laboratories throughout the state; payment for insurances as billed by the Division of Risk Management in the Department of Treasury; telecommunications expenses for the agency both in Richmond and in its field offices and laboratories; program, laboratory, and general office supplies; and postage. Additionally, resources for transfer funds appropriated to VDACS, to pay general fund rent expenses to the Department of General Services for space occupied by the agency on Capitol Square and the Consolidated Laboratory Building are included here.

This service area includes the positions and related resources which establish the Division Director's Offices in the agency's three program divisions – Animal and Food Industry Services, Consumer Protection, and Marketing. Since the Division Directors provide general management and direction to all of the programs in each division, their work involves a significant amount of administrative work, in addition to working with subordinate program managers in the delivery of direct services to agency customers. Thus, the expenses of the offices are budgeted in this service area as opposed to being prorated among the twenty related service areas.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,381,417	\$8,381,417	60.40	60.40
<i>Transfer centrally funded amounts to agency budgets</i>	\$108,589	\$108,589	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$209,350)	(\$209,350)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$208,129	\$196,451	0.00	0.00
<i>Re-engineer legacy applications to e-government applications</i>	\$150,000	\$0	0.00	0.00
Total for Service Area	\$8,638,785	\$8,477,107	60.40	60.40

Objective: Provide administrative and support services that support the agency's mission and performance objectives while achieving the effective and efficient use of agency resources.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of news releases for statewide, national or trade media on agricultural products and promotional events.	40 releases	40 news releases for statewide, national or trade media on agricultural products and promotional events.
Completion of the Harrisonburg Laboratory		
Agency's grade on the Management Scorecard	100%	100%

Department of Forestry

Mission Statement

The mission of the Department of Forestry is to protect and develop healthy, sustainable forest resources for Virginians.

Agency Goals:

- Protect the citizens, their property, and the forest resource from wildfire.
- Protect, promote, and enhance forested watersheds, non-tidal wetlands, and riparian areas.
- Conserve the forest land base.
- Improve the stewardship, health, and diversity of the forest resources.
- Facilitate the development and implementation of a statewide forest policy.
- Collect, maintain, and disseminate forest resource information.
- Manage agency resources to effectively and efficiently accomplish the strategic initiatives.

Customers Served:

- General Public
- Private forest landowners
- Local governments
- Other State Agencies
- US Forest Service
- Other Federal Agencies
- Fire Departments
- Local Planning Districts
- National Non-Governmental Organizations
- State Supported Educational Organizations
- Forest Industry

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$14,357,187	\$9,637,978	\$23,995,165	\$16,801,558	\$7,193,607	338.00
FY 2004	\$13,663,020	\$9,465,664	\$23,128,684	\$15,779,820	\$7,348,864	326.38
FY 2005	\$14,339,700	\$9,714,092	\$24,053,792	\$15,995,097	\$8,058,695	326.38
FY 2006	\$15,828,704	\$9,814,092	\$25,642,796	\$15,995,097	\$9,647,699	323.38
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$15,828,704	\$9,814,092	\$25,642,796	\$14,404,874	\$11,237,922	323.38
FY 2007 Addenda	\$2,456,179	\$420,728	\$2,876,907	\$1,786,434	\$1,090,473	0.00
FY 2007 TOTAL	\$18,284,883	\$10,234,820	\$28,519,703	\$16,191,308	\$12,328,395	323.38
FY 2008 Base Budget	\$15,828,704	\$9,814,092	\$25,642,796	\$14,404,874	\$11,237,922	323.38
FY 2008 Addenda	\$1,966,902	\$420,728	\$2,387,630	\$1,823,290	\$564,340	0.00
FY 2008 TOTAL	\$17,795,606	\$10,234,820	\$28,030,426	\$16,228,164	\$11,802,262	323.38
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$10,134,000	\$1,430,000	\$11,564,000	\$0	\$11,564,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$960,538 (GF) and \$420,728 (NGF).
- ▶ **Remove one-time equipment funding**
Removes one-time equipment funding provided by the 2005 General Assembly for the purchase of new computer hardware for the district offices and broadband internet connections for those offices. For each year, a reduction of \$548,525 (GF).
- ▶ **Replace equipment for forest fire protection and emergency response**
Provides funds for the replacement of critical tractor and fireplow units, and off road vehicles. Through this master equipment lease purchase, the department will be able to retire aging and potentially unsafe firefighting equipment. For each year, \$579,629 (GF).
- ▶ **Increase funding for staff development and training**
Provides funding to implement a training program that provides the skills and knowledge necessary for agency staff to stay abreast of current changes in technology, water quality, resource information, forest management, species composition and habitat, conservation, comprehensive forest land planning and protection services. Funding is also included to bring staff into compliance with Occupational Health and Safety Administration (OSHA) guidelines. For 2007, \$199,225 (GF). For 2008, \$144,775 (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$64,106 (GF). For 2008, \$76,364 (GF).

► **Establish water quality team**

Establishes a water quality team consisting of eight water quality foresters. These positions are necessary to address the increasing workload associated with enforcing federal and state water quality laws as they pertain to silvicultural activities. The positions will also help to ensure uniform and consistent application of these laws across the state. The agency has sufficient vacant positions but lacks the funding to fill these positions. For 2007, \$767,544 (GF). For 2008, \$520,459 (GF).

► **Increase funding for Reforestation of Timberland Program**

Provides additional funding for the general fund portion of the Reforestation of Timberland Program. For each year, \$233,662 (GF).

► **Purchase software for personal data assistants for use with the agency's information management system**

Adjusts the agency budget to provide funding for software, training, and maintenance agreements for personal data assistants (PDA) acquired by the agency through a federal grant. The software will allow agency field staff to upload information directly into the agency's information management system thereby reducing the need for redundant data entry. For 2007, \$200,000 (GF).

Agency Summary of Recommended Capital Outlay Addenda

► **Acquire Bromley Mountain tract**

Authorizes the department to acquire approximately 4,800 acres of land in Washington County. The 4,800 acres lie between two Game and Inland Fisheries Management Areas. They protect a key intact forest on the crest of Clinch Mountain that includes a series of unusual rock crevices called the Great Channels of Virginia. The project will be funded by nongeneral funds from the Virginia Land Conservation Foundation and general fund dollars. For the biennium, \$2.4 million (GF) and \$1.2 million (NGF).

► **Acquire "Big Woods" tract**

Authorizes the department to acquire approximately 4,900 acres of property in Sussex County. The property would be jointly managed by the departments of Forestry, Game and Inland Fisheries, and Conservation and Recreation, in cooperation with The Nature Conservancy. For the biennium, \$7.4 million (GF).

► **Address unanticipated cost increases in construction of Abingdon Mechanic Shop and Cold Storage facility**

Provides supplemental funding for recent construction price escalations. The additional funding will allow the agency to complete the project as intended by the General Assembly. For the biennium, \$176,000 (GF).

► **Address unanticipated cost increases in construction of the area office for Grayson and Carroll counties**

Provides supplemental funding for recent construction price escalations. The additional funding will allow the agency to complete the project as intended by the General Assembly. For the biennium, \$200,000 (GF).

► **Acquire forest land**

Allows the agency to acquire available wooded land for conservation purposes with federal funds. For the biennium, \$230,000 (NGF).

Agency Service Areas:

Reforestation Incentives to Private Forest Land Owners

This service area consists of administering the Reforestation of Timberlands Act (RT) and implementation of the cost share program pursuant to the Act. This service area is available as a result of a self-imposed forest products tax by the forest products industry. The agreement is between the General Assembly and the forest products industry in Virginia designed to meet the alarming shortfall of pine resource forecasted by forestry leaders. At the time of the RT Act, it was widely recognized that more pine timber resources were being harvested than being reforested. It is the RT Act which caused the reverse in the decline of the pine resource by providing financial incentives to the private landowner to invest in pine reforestation across Virginia.

The DOF, upon request of a landowner, examines timberland and makes recommendations concerning reforestation. DOF may make available to landowners, with or without charge, use of specialized state-owned equipment and tree seedlings, tree seed, materials, and services of professional personnel for the purpose of preparing land for reforestation and reforesting land devoted to growing timber, in accordance with administrative regulations.

Upon the completion of each separate reforestation project in accordance with the recommendations and approval of the State Forester, the DOF determines the total cost of the project including money paid or payable to a contractor for services performed on the project, for labor, and for other costs incurred by the landowner, including a standard rental rate value for use of state-owned equipment and the cost of tree seedlings, tree seed, materials, and specialized state personnel used on the project. The State Forester, from funds appropriated for the purposes of this article, may pay to the landowner an amount not to exceed seventy-five percent of the total cost of the project.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,186,554	\$2,186,554	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$20,109	\$20,109	0.00	0.00
<i>Increase funding for Reforestation of Timberland Program</i>	\$233,662	\$233,662	0.00	0.00
Total for Service Area	\$2,440,325	\$2,440,325	5.00	5.00

Objective: Approve and complete pine reforestation and improvement practices on sufficient areas to maintain the pine forest resource for Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Establishment and improvement of pine resources	40,000 acres per annum calculated from 2000 to 2005.	50,000 acres per annum of pine establishment and improvement by July 1, 2008.

Forest Conservation, Wildfire & Watershed Services

This service area provides resource protection, cost share program services, forest fire and silvicultural water quality enforcement, resource inventory, resource information, aid to community grants, insect and disease investigation, applied research, certification for burning managers, riparian tax credit certification and forestry assistance to private forestland owners and Virginia's citizens, who own, manage, use, or enjoy the forest resources available in Virginia. This is DOF's largest service area and consists of the Divisions of Resource Protection, Resource Information and Forest Management. The DOF covers the entire Commonwealth with its employees, resources, and equipment placement. Products and services include:

1. Provide equipment and personnel involved in suppression and prevention of forest fires;
2. Enforcing forest fire laws;
3. Enforcing silvicultural practices affecting water quality;
4. Promoting best management silvicultural practices to loggers and landowners to protect water quality;
5. Provide forest management advice and service to forest landowners for improvement of forest stands;
6. Collect, summarize, analyze, and report forest inventory data on the status and condition of forestland in Virginia;
6. Provide resource information, maps, aerial photographs and Geographical Information Systems (GIS) information to local governments, state agencies, and forest landowners;
7. Enforce the forest seed tree laws;
8. Monitor and report findings on the forest health of forest stands across Virginia to prevent or control insect and disease harmful to forests;
9. Provide certified burning manager training to individuals involved in the controlled application of fire to reduce forest fuels; and
10. Provide timely and accurate forest resource information to help forest industry maintain a vibrant forest business in Virginia and continue to help businesses develop markets and products

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,978,302	\$19,978,302	273.38	273.38
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,180,173	\$1,180,173	0.00	0.00
<i>Remove one-time equipment funding</i>	(\$548,525)	(\$548,525)	0.00	0.00
<i>Replace equipment for forest fire protection and emergency response</i>	\$579,629	\$579,629	0.00	0.00
<i>Increase funding for staff development and training</i>	\$199,225	\$144,775	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$64,106	\$76,364	0.00	0.00
<i>Establish water quality team</i>	\$767,544	\$520,459	0.00	0.00
<i>Purchase software for personal data assistants for use with the agency's information management system</i>	\$200,000	\$0	0.00	0.00
Total for Service Area	\$22,420,454	\$21,931,177	273.38	273.38

Objective: Reduce the forest land acres lost annually due to forest fires.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Forest Land Lost to Forest Fires	Average of .23 acres burned per 1000 acres protected in the Commonwealth over the past 8 years.	Less than .75 acres burned per 1000 acres protected.

Objective: Restore shortleaf and longleaf pine species into the Commonwealth's forest landscape.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Regenerate Shortleaf and Longleaf Pine onto Natural Range in Virginia	296 acres established between 2003 and 2005.	Plant 500 acres of shortleaf and longleaf pine by July 1, 2008.

Objective: Provide more forest stewardship plans to forest landowners in the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Forest Stewardship Plans	309 Forest Stewardship plans completed in 2004/2005 fiscal year.	Complete 575 new forest stewardship plans by July 1, 2008.

Objective: Increase DOF participation in the Commonwealth's local planning process for forestry resources by providing pertinent conservation information to county planners.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide forest data to County Planners	This is a new measure.	Reach 50% of county planners by July 1, 2007 and the remaining 50% of regional counties by July 1, 2008.

Objective: Increase forest landowner awareness of and participation in the forest riparian tax credits.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase landowner participation in the Virginia riparian tax credits	17 applications processed as of June 30, 2005.	Increase the number of participating landowners in the Virginia riparian buffer tax credit by 25% over the baseline year by July 1, 2008.

Objective: Create conservation model funding mechanism to identify strategic forests, agricultural land and open spaces, provide conservation annuity funding sources and match funding sources with landowners.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase Conserved Forest Areas	This is a new measure.	Complete the model by July 1, 2008.

Objective: Develop a forest policy statement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Commonwealth Forest Policy	New measure, baseline data not available.	By July 1, 2008 have a state forest policy statement approved by the Governor and the Virginia General Assembly.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	The 2005 percentage calculated based on the agency scorecard. Using the example above, the entry would be 100%.	100%

Objective: Increase complete compliance with best management practices on forest harvest sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Best Management Practices	The most recent results from the November 2004 audit show that full compliance with best management practices occurred on 10% of the audited tracts.	The target is for full best management compliance on 8% or more of the audited tracts by January 1 2008.

Objective: Decrease the amount of potential and active sediment pollution going into waterways from silvicultural activities, such as tree harvests.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Active and potential sediment displacement	The most recent numbers from November 2004 show that sites where the potential for sedimentation existed was 14% of the audited sites and that active sedimentation occurred on 14% of the audited sites	The target is for 10 % or less of the audited silvicultural operations to show any evidence of active or potential sediment by July 1, 2008.

Objective: Increase the establishment of riparian forest buffer plantings in the Commonwealth's Chesapeake Bay and Southern River watersheds.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
This measure counts the exact miles of tree planting along riparian areas established each year.	DOF has measured 1432 miles and 974 miles of riparian plantings in the Chesapeake Bay and Southern Rivers watersheds, respectively, as of July 1, 2005.	Establish an additional 3200 and 600 miles of riparian forest buffer in the Chesapeake Bay and Southern Rivers watersheds by December 1, 2010.

Objective: Complete artificial forest regeneration with desirable tree species to provide future forest crops.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Artificial Regeneration	DOF has counted an annual average of 76,850 trees planted over a three period from 2002 -2004.	The target annual tree planting is 76,000 acres July 1, 2008.

Objective: Advance the knowledge base of best silvicultural practices applicable to private, non-industrial forest lands in the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Expand forest knowledge base	DOF installed research plots as needed annually and researched existing plots.	Expand research into areas of hardwood mgmt, bio-solids application to forestland, & pre-commercial thinning, while maintaining baseline productivity by July 1, 2008. Install 6+ new plots annually, perform scheduled measurements, and report on 3+ studies.

Objective: Establish an information system that integrates spatial and statistical data, streamlines workflows within the agency, and provides informed access to this information to both internal and external customers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Integrated Forest Resource Information System	This is a new measure. Phase I - Agency Performance Tracking of IFRIS will be complete by July 1, 2006.	Phase II - Wildfire Reporting and Water Quality Law Enforcement will be complete by July 1, 2007. Complete Phase III - Full Integration of spatial and statistical data into IFRIS by July 1, 2008

Objective: Advance the depth and breadth of forest resource information available to the general public, public decision makers, forestry professionals and private forestry landowners.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Forest Inventory	DOF will measure each year one of the five national FIA Phase 2 and Phase 3 inventory plot panels.	Complete scheduled FIA panel assessment baseline targets and develop value - added forest inventory products by July 1, 2008.

Tree Restoration and Improvement, Nurseries & State-Owned Forest Lands

This service area consists of DOF tree seedling production nurseries, tree improvement center, State Forests, and State Lands forest management program.

DOF produces tree seedlings in its own nurseries to provide a source of forest trees to plant future forest crops. DOF operates two nurseries producing approximately 30 million loblolly pine seedlings, other pine species, and a variety of hardwood seedlings for reforestation in Virginia. These seedlings are purchased primarily by the private forest landowner, but the forest industry also purchases DOF seedlings for their lands. The seedlings are selected for Virginia's climate and sites for maximum growth. Species such as loblolly pine are a result of genetic improvement work and provide the seed source of current loblolly plantings. Additionally DOF has made genetic gains in white and shortleaf pine. The nurseries support their operations through the generation of revenues from seedling sales. No tax supported general fund revenues support the nursery program. The sale of forest tree seedlings must support the operational and capital expenses for the nursery program. One nursery production was recently terminated to maximize the land production and personnel efficiency.

The tree improvement center places its emphasis on genetic improvement of forest nursery seedlings. By locating and improving the better seed sources, DOF continues to provide superior seedlings in the nurseries and for private forest landowner reforestation. The improvement center also manages seed orchards, a collection of the better tree seed sources, for loblolly, white pine, shortleaf and longleaf pine nursery production. The conservative estimated gain in wood volume and value to the forest landowner is 20 percent above the best of trees not selected for genetic growth. This means many advantages to the landowners who receive better quality trees which grow more wood in a faster time period. The advances in genetic tree improvement will greatly help meet the challenges of the smaller Virginia land base available to grow forest crops on economic rotations and tract sizes. DOF is actively establishing 150 acres of third generation loblolly pine seed orchards. It will take at least ten years before all 150 acres of seed orchard will produce seed for nursery production. DOF is establishing a 1.5 generation white pine orchard, a 1.5 generation shortleaf orchard, and a longleaf pine seed production area. In addition, the agency is establishing a resistant American Chestnut seed production area on the Matthews State Forest.

DOF manages 18 State Forests across geographical regions of the Commonwealth. The purpose of the State Forest system is to provide a working forest demonstration managed within the core principles of a well-managed forest. DOF's Virginia State Forest system uses the following six core principles of a well-managed forest:

1. Contributes to the conservation of biological diversity of the forest and the landscape in which it resides.
2. Maintains or improves the productive capacity of the forest.
3. Maintains the health and vigor of the forest and its landscape/watershed.
4. Contributes to carbon cycles by implementing management that enhances carbon budgets and cycles.
5. Considers socio-economic benefits.
6. Protects soil productivity and water quality.

The State Forest consists of approximately 50,000 acres of land owned and managed by DOF. State forests are used by DOF to grow trees in a productive manner and a variety of forest products, recreational opportunities, water quality protection, wildlife habitat, non-forest products, and educational opportunities for landowners and students. DOF manages all state forest lands and facilities on the state forests from revenues generated primarily from forest timber products. These revenues pay salaries, purchase equipment, pay for maintenance and repairs, and all operating expenses. The public uses the state forests for hunting, fishing, hiking, horseback riding, bird watching, and general outdoor passive uses. The State Forest system is a completely self-generating, non-general funded operation. All forest management and planning are done only after a complete inventory of all resources and professional recommendations for planning forest growth, maintenance, harvests, reforestation and uses. While DOF must secure all funding for operations from timber sales, the agency must also open the state forests to the public who use the forests for many reasons. This creates a delicate balance act between the needs of the forests and people. The public, academia, forest industry, landowners and others benefit from the State Forest system. These include forest research, demonstration models, stream and riparian demonstration, wildlife research and habitat development, and natural areas. The Cumberland State Forest is the site of the State Forest headquarters and large State Forest holdings. The Cumberland State Forest will continue to be managed to develop diverse timber stands that support biodiversity, as a demonstration of scientific forest management, to protect water quality, provide forest diversity for wildlife, and opportunities for outdoor recreation.

The State Lands Program also falls into this service area. DOF is required by the Code of Virginia to assist other state agencies, with the exception of DCR and DGIF, with the management of their forest lands. DOF staff assess the condition and quality of the State's forest resources on lands of other state agencies and recommend management practices that fit the agency needs and benefit the forest. Expenses incurred in the State Lands Program are funded via timber sales from the state agency land.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,177,940	\$3,177,940	45.00	45.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$180,984	\$180,984	0.00	0.00
Total for Service Area	\$3,358,924	\$3,358,924	45.00	45.00

Objective: Manage the State Forest on a sustained basis for research, demonstration, education, and multiple use benefits while staying within the allowable forest harvest levels.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
State Forest Resources	1613 acres harvested per year.	Maintain 1613 acres harvested per year by July 1, 2008.

Objective: Manage the nurseries to provide the best quality seedlings types demanded by the customers at the lowest cost.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Nursery production	This measure is new. DOF will count the seedling sales by type and quantity and compare that to the initial plan. DOF will assess from customer surveys whether its seedlings are meeting quality standards.	Provide 90 % of the major seedlings demanded and allow no more than 2% of the seedling crop to remain unsold by July 1, 2008.

Objective: Execute artificially based forest management on state owned forestry lands that sustains forest health, productivity and state agency goals.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
State Lands Forest Management Program	Since the code mandate, DOF has accomplished 777 acres of harvest and reforestation; 1051 acres of pre-commercial and commercial thinning; and 823 acres of afforestation on abandoned fields.	Initiate or complete 5 projects on state lands for 100 acres and update forest management plans on 6 state owned properties annually by June 30 2008.

Financial Assistance for Forest Land Management

This service area consists of providing technical and financial assistance to help improve the livability of cities and communities through managing urban forest resources to promote a healthy ecosystem. DOF provides leadership to the Commonwealth's urban and city areas to accomplish this goal, liaisons with the United State Forest Service and works closely with communities to ensure success.

This service area consists of:

- Providing technical assistance to cities, towns and non-profit organizations.
- Making federal grants available to cities, towns, 501-c-3 non-profit organizations, other state agencies and educational institutions
- Coordinating the Tree City USA Program in cooperation with the National Arbor Day Foundation and the National Association of State Foresters
- Conducting or coordinating urban/community forestry workshops, conferences, seminars, field days, etc in cooperation with other state agencies and various organizations
- Providing appropriate training on urban forestry technology, issue, and programs to DOF employees

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$300,000	\$300,000	0.00	0.00
Total for Service Area	\$300,000	\$300,000	0.00	0.00

Objective: Increase the number of Greenways and Blueways in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Greenway and Blueway Development	This is a new measure. DOF will track and report each Greenway and Blueway created from July 1, 2005 to June 30, 2006 as a result of assistance by DOF.	Establish 3 Greenways/Blueways by July 1, 2007.

Objective: Increase participation in the Tree City USA program while maintaining participation of existing communities already in the program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Tree City USA Communities	45 communities certified as Tree City USA as of June 30, 2005.	Maintain participating communities in the program and certify 1 new community annually by July 1, 2008.

Objective: Provide available financial resources to rural voluntary fire departments to provide training and the acquisition of small equipment and wildland personal protective equipment.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rural Voluntary Fire Department Assistance	85 Volunteer Fire Departments (VFDs) assisted between 2001 to 2004.	120 VFDs assisted by July 1, 2008.

Virginia Agricultural Council

Mission Statement

The Virginia Agricultural Council supports agricultural research, education and services through research grants that assist agricultural producers and the agribusiness industry by finding new uses for agricultural products and by promoting more efficient and economical methods of agricultural production.

Agency Goals:

- To promote a healthy agriculture industry through financial assistance and support for agricultural research, education, and services.

Customers Served:

- Virginia Farmers
- Agribusinesses, Ag Cooperatives and Membership Organizations
- Farm and Farm Related Employment

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$340,334	\$340,334	\$12,918	\$327,416	0.00
FY 2004	\$0	\$340,334	\$340,334	\$12,918	\$327,416	0.00
FY 2005	\$0	\$490,334	\$490,334	\$12,918	\$477,416	0.00
FY 2006	\$0	\$490,334	\$490,334	\$12,918	\$477,416	0.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$0	\$490,334	\$490,334	\$12,918	\$477,416	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$0	\$490,334	\$490,334	\$12,918	\$477,416	0.00
FY 2008 Base Budget	\$0	\$490,334	\$490,334	\$12,918	\$477,416	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$0	\$490,334	\$490,334	\$12,918	\$477,416	0.00

Agency Service Areas:

Grants for Agriculture, Research, Education and Services

See Agency report. This is the only Service Area for this agency.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$490,334	\$490,334	0.00	0.00
Total for Service Area	\$490,334	\$490,334	0.00	0.00

Objective: To manage the Virginia Agricultural Foundation fund.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Annual Report	2004 Annual Report	Annual Report, including the Agency Reconciliation and Management letter is completed by the due dates.

Objective: To provide assistance and support for agricultural research, education, and services through grants.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Receive and evaluate a progress report and final report from each grantee	All reports received.	All reports received and complete.
Ensure various spectrums of the agricultural industry are beneficiaries of the grants.	Review of annual report for grantees and industry beneficiaries.	Annual review of annual report for grantees and industry beneficiaries.



Office of Commerce and Trade

The agencies in the Commerce and Trade secretariat promote statewide economic growth. They provide programs that attract and retain business, foster tourism, promote the state's film industry, address needs for moderate- and low-income housing, assist disadvantaged businesses, regulate professions, ensure safe workplaces, and pursue international markets for Virginia products.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$79,266,844	\$590,117,022	\$669,383,866	\$109,060,066	\$560,323,800	1,767.00
FY 2004	\$75,569,418	\$593,086,920	\$668,656,338	\$106,658,494	\$561,997,844	1,759.00
FY 2005	\$84,827,707	\$709,668,211	\$794,495,918	\$116,551,789	\$677,944,129	1,842.50
FY 2006	\$101,109,049	\$686,728,018	\$787,837,067	\$117,820,750	\$670,016,317	1,829.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$101,109,049	\$686,728,018	\$787,837,067	\$114,606,459	\$673,230,608	1,829.50
FY 2007 Addenda	\$9,489,094	\$38,785,401	\$48,274,495	(\$456,090)	\$48,730,585	14.00
FY 2007 TOTAL	\$110,598,143	\$725,513,419	\$836,111,562	\$114,150,369	\$721,961,193	1,843.50
FY 2008 Base Budget	\$101,109,049	\$686,728,018	\$787,837,067	\$114,606,459	\$673,230,608	1,829.50
FY 2008 Addenda	\$3,997,716	\$50,868,508	\$54,866,224	(\$412,543)	\$55,278,767	14.00
FY 2008 TOTAL	\$105,106,765	\$737,596,526	\$842,703,291	\$114,193,916	\$728,509,375	1,843.50

Secretary of Commerce And Trade

Mission Statement

Through delegated authority, and specific management and measuring tools, the Secretary of Commerce and Trade provides guidance to agencies within its secretariat. The office oversees agencies responsible for promoting statewide economic growth and community development, attracting and retaining business, promoting the state's tourism, racing, and film industries, addressing the need for moderate and low income housing, assisting disadvantaged business, regulating professions, ensuring safe workplaces, pursuing international markets for Virginia products, developing and conserving energy and mineral resources, administering the unemployment compensation program, and funding infrastructure projects for localities.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Foster the growth of existing businesses and attraction of new businesses in Virginia, in traditional industries, and growing high-tech fields, and expand the competitive participation of Virginia companies in the global markets.
- Provide a high-skill workforce training program that builds a competitive workforce prepared to enter Virginia's safe and fair workplace.
- Reduce economic disparity in the Commonwealth by focusing revitalizing economic development on the areas of greatest need.
- Strengthen the national and international tourism appeal and economic impact of each of Virginia's regions and attractions, including those for business, pleasure, film, and horse racing.
- Address the rising costs and inadequate supply of housing, while fostering community development.
- Provide for safe and environmentally sound mineral and fossil fuel extraction.

Customers Served:

- All customers of the agencies under the oversight of the Secretary are the customers of the Secretariat. Primary stakeholders include:
 - Companies looking to expand and relocate, as well as good prospects for expansion or relocation
 - Licensed professionals and workers under the auspices of DPOR, and the Board of Accountancy
 - Community and economic development agencies including VEDP, DHCD, VRA, and the Tobacco Commission and the Virginia localities and workers they serve
 - Employees and workers served by DOLI and VEC

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$544,326	\$0	\$544,326	\$560,819	(\$16,493)	5.00
FY 2004	\$525,823	\$0	\$525,823	\$453,796	\$72,027	5.00
FY 2005	\$658,171	\$0	\$658,171	\$491,603	\$166,568	8.00
FY 2006	\$797,149	\$0	\$797,149	\$731,532	\$65,617	8.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$797,149	\$0	\$797,149	\$733,039	\$64,110	8.00
FY 2007 Addenda	\$39,720	\$0	\$39,720	\$42,377	(\$2,657)	0.00
FY 2007 TOTAL	\$836,869	\$0	\$836,869	\$775,416	\$61,453	8.00
FY 2008 Base Budget	\$797,149	\$0	\$797,149	\$733,039	\$64,110	8.00
FY 2008 Addenda	\$39,920	\$0	\$39,920	\$42,377	(\$2,457)	0.00
FY 2008 TOTAL	\$837,069	\$0	\$837,069	\$775,416	\$61,653	8.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$43,158 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, a decrease of \$3,438 (GF). For 2008, a decrease of \$3,238 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$797,149	\$797,149	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$43,158	\$43,158	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	(\$3,438)	(\$3,238)	0.00	0.00
Total for Service Area	\$836,869	\$837,069	8.00	8.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	82%	100%

Board of Accountancy

Mission Statement

The Board of Accountancy (BOA), as mandated by the Virginia General Assembly, protects the citizens of the Commonwealth, through a regulatory program of licensure and compliance of Certified Public Accountants (CPA) and CPA firms.

Agency Goals:

- BOA's goal is to maximize the efficiencies available through the use of Information Systems technology.
- BOA's goal is to maximize the "work experience" for BOA's staff.

Customers Served:

- Certified Public Accountants (CPA)
- CPA Firms
- CPA Examination Candidates
- Complainants
- Professional Associations
- Public affected by practice of CPAs and CPA Firms
- Government agencies, i.e., SEC, PCAOB, Justice, OAG

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$628,514	\$628,514	\$306,252	\$322,262	4.00
FY 2004	\$0	\$559,630	\$559,630	\$306,252	\$253,378	4.00
FY 2005	\$0	\$586,000	\$586,000	\$278,173	\$307,827	4.00
FY 2006	\$0	\$586,000	\$586,000	\$278,173	\$307,827	4.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$0	\$586,000	\$586,000	\$353,089	\$232,911	4.00
FY 2007 Addenda	\$0	\$204,441	\$204,441	\$179,763	\$24,678	3.00
FY 2007 TOTAL	\$0	\$790,441	\$790,441	\$532,852	\$257,589	7.00
FY 2008 Base Budget	\$0	\$586,000	\$586,000	\$353,089	\$232,911	4.00
FY 2008 Addenda	\$0	\$184,441	\$184,441	\$179,763	\$4,678	3.00
FY 2008 TOTAL	\$0	\$770,441	\$770,441	\$532,852	\$237,589	7.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$19,441 (NGF).

► **Provide funding and positions for administration of Certified Public Accountant exam**

Provides funding for three positions to handle the increased workload resulting from the agency assuming responsibility for administration of the Uniform Certified Public Accountant (CPA) Examination. The agency will take over this responsibility when the current contract with CPA Examination Services, Inc expires on August 15, 2006. For 2007, \$185,000 (NGF) and three positions. For 2008, \$165,000 (NGF).

Agency Service Areas:

Accountant Regulation

This service area is comprised of all the work performed by the Board of Accountancy including determining the standards for education, examination, licensing and enforcement for the professional practice by CPAs and CPA firms.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$586,000	\$586,000	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$19,441	\$19,441	0.00	0.00
<i>Provide funding and positions for administration of Certified Public Accountant exam</i>	\$185,000	\$165,000	3.00	3.00
Total for Service Area	\$790,441	\$770,441	7.00	7.00

Objective: Ensure regulants have the most direct and efficient access to Board information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average amount of time to request and receive a copy of the Board's records by a regulant.	7 days (FY 2005)	6 days (FY 2007)

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	100%, FY 2005	100%, 2006-2008 biennium.

Department of Business Assistance

Mission Statement

The Virginia Department of Business Assistance promotes economic growth by helping Virginia businesses prosper.

Agency Goals:

- Develop creative applications of public and private financing for the benefit of new and expanding businesses and assist in the creation or retention of jobs.
- Provide marketing incentives for new and expanding Virginia businesses to create job opportunities by offering consulting services, recruiting, retraining, and funding assistance.
- Enhance the positive business climate in Virginia by solving business problems through the delivery of services provided through the Virginal Business Information Center, existing business outreach team, procurement assistance and incubator program.
- Improve the chance of business success by increasing the awareness of available services to Virginia businesses through the delivery of informational seminars, trade show exhibits, newsletters, website management and strategic public relations.
- Provide for the effective management of DBA personnel and state resources.

Customers Served:

- Banks
- State Agencies
- Economic Development Allies
- Business Establishments
- Local Industrial/Economic Development Bond Issuing Authorities
- Small Business Incubators
- Agency Staff

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$11,505,692	\$2,250,095	\$13,755,787	\$3,925,202	\$9,830,585	48.00
FY 2004	\$10,795,084	\$1,110,430	\$11,905,514	\$3,829,407	\$8,076,107	48.00
FY 2005	\$10,865,726	\$2,331,045	\$13,196,771	\$3,394,907	\$9,801,864	62.50
FY 2006	\$11,066,542	\$2,331,045	\$13,397,587	\$3,394,907	\$10,002,680	62.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$11,066,542	\$2,331,045	\$13,397,587	\$3,723,600	\$9,673,987	62.50
FY 2007 Addenda	\$506,824	(\$1,139,683)	(\$632,859)	\$355,478	(\$988,337)	-15.50
FY 2007 TOTAL	\$11,573,366	\$1,191,362	\$12,764,728	\$4,079,078	\$8,685,650	47.00
FY 2008 Base Budget	\$11,066,542	\$2,331,045	\$13,397,587	\$3,723,600	\$9,673,987	62.50
FY 2008 Addenda	\$437,256	(\$1,139,683)	(\$702,427)	\$363,410	(\$1,065,837)	-15.50
FY 2008 TOTAL	\$11,503,798	\$1,191,362	\$12,695,160	\$4,087,010	\$8,608,150	47.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$226,898 (GF) and \$41,329 (NGF).

► **Transfer funding to the Department of Minority Business Enterprise**

Transfers funding and positions from the agency to the Department of Minority Business Enterprise (DMBE) to reflect DMBE's independent status. For 2007, a decrease of \$200,408 (GF), \$1.1 million (NGF), and a reduction of 16.5 positions. For 2008, a decrease of \$200,408 (GF) and \$1.1 million (NGF).

► **Eliminate federal trust fund appropriation**

Eliminates the federal trust fund appropriation. This appropriation is not needed because the program that these funds supported is no longer administered by the agency. For each year, a reduction of \$115,088 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For each year, \$58,083 (GF).

► **Increase funding and positions for Workforce Services Program**

Provides funding for the agency's Workforce Services Program. The Workforce Services Program is an integral component of the State's overall economic development effort, resulting in thousands of new jobs per year and billions of dollars in new capital investment. The 2006 funding is fully committed and demand for the program continues to increase. For each year, \$250,000 (GF).

► **Provide funding for a program manager position for the "Selling to the State" initiative**

Funds a program manager position for the "Selling to the State" initiative. The demand from the business community to help them understand state certification and the Commonwealth's e-procurement (eVa) registration process exceeds the agency's ability to deliver the service. By funding this position, the agency will be able to double the number of training sessions and provide more assistance to businesses that want to sell to the state. For 2007, \$97,251 (GF) and one position. For 2008, \$102,683 (GF).

► **Provide one-time funding to update technology in the Virginia Business Information Center**

Provides funds to the Virginia Business Information Center (VBIC) to upgrade telephone equipment in order to handle increased call volume, improve the ability to update the website, and increase marketing to niche, entrepreneur markets including the Limited English Proficiency (LEP) markets. For 2007, \$75,000 (GF).

Agency Service Areas:

Workforce Services Jobs Investment Program

This service area involves the management of the Workforce Services Jobs Investment Program (WSJIP). As a business development incentive supporting economic development efforts throughout Virginia since 1965, the program reduces the human resource development costs of new and expanding companies that are creating new jobs throughout the Commonwealth. WSJIP is an integral component of the State's economic development efforts.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,198,680	\$8,198,680	14.00	14.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$75,804	\$75,804	0.00	0.00
<i>Increase funding and positions for Workforce Services Program</i>	\$250,000	\$250,000	0.00	0.00
Total for Service Area	\$8,524,484	\$8,524,484	14.00	14.00

Objective: Provide customized recruitment and training to qualified employers to create and retain jobs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of economic development projects funded.	520 (FY05)	520 (FY07)
Number of employees trained.	13,350 (FY05)	13,350 (FY07)
Number of employees retrained.	3,162 (FY05)	3,200 (FY07)

Objective: Achieve return on investment within the first 12 months of the job being created.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of projects with 12 month return on investment.	509 (FY05)	520 (FY07)

Business Formation Services

This service area contributes to the economy of Virginia by integrating entrepreneurship into the Commonwealth's economic development efforts. By supporting the formation, growth and survival of entrepreneurs, we are not only creating jobs and capital investment but also aiding in the diversification of the economy of the Commonwealth. Support of entrepreneurship also promotes the development of small, women, and minority businesses and aids rural and distressed communities in the development of their economic base.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$301,676	\$301,676	3.50	3.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$19,028	\$19,028	0.00	0.00
Total for Service Area	\$320,704	\$320,704	3.50	3.50

Objective: To facilitate the formation of businesses in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of business problems solved.	22,477 (FY05)	22,500 (FY07)
Number of businesses contacting the Virginia Business Information Center.	14,773 (FY05)	15,000 (FY07)

Objective: To build healthy and lasting businesses by supporting the small business incubation network in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of businesses located in the incubator network.	254 (FY04)	250 (FY07)
Number of businesses graduating from the incubator network.	179 (FY04)	175 (FY07)
Number of jobs created by businesses located in the incubator network.	1918 (FY04)	1900 (FY07)

Administrative Services

The Administration Service Area provides administrative support to the agency's staff by providing financial management, human resource management, government procurement, information technology, performance management, legislative services, and marketing and special events coordination.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,960,408	\$2,960,408	29.50	29.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$83,627	\$83,627	0.00	0.00
<i>Transfer funding to the Department of Minority Business Enterprise</i>	(\$1,266,332)	(\$1,266,332)	-16.50	-16.50
<i>Eliminate federal trust fund appropriation</i>	(\$115,088)	(\$115,088)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$58,083	\$58,083	0.00	0.00
Total for Service Area	\$1,720,698	\$1,720,698	13.00	13.00

Objective: Encourage uniform presentation of the agency's message in promotional materials and public relations efforts.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of articles published.	16 (FY05)	17 (FY07)
Number of contacts maintained in data base.	17,000 (FY05)	25,500 (FY07)

Objective: Broaden educational and relationship building opportunities for Virginia businesses.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of seminar attendees at DBA sponsored events.	600 (FY05)	900 (FY07)
Number of Business Appreciation events hosted community organizations.	88 (FY05)	110 (FY07)
Number of outreach events sponsored.	20 (FY05)	20 (FY07)

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	100%, FY 2005	100%, 2006-2008 biennium.

Financial Services for Economic Development

The Financial Services service area implements the Virginia Small Business Financing Act, assisting Virginia's new and existing businesses, as well as businesses expanding into Virginia, by increasing access to capital through the creative application of public and private financing. The goal is to maximize employment opportunities and investment throughout the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,288,280	\$1,288,280	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$52,416	\$52,416	0.00	0.00
Total for Service Area	\$1,340,696	\$1,340,696	9.00	9.00

Objective: Increase financing to small businesses for fixed asset and working capital needs to support their growth when the private lending sector cannot fully assist.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Funds committed by the Virginia Small Business Financing Authority.	\$11.2 million (FY05)	\$1 million (FY07) Reduction of target is due an increase in demand causing a strain on funds. Target based on projected repayments of P&I.
Number of businesses receiving loans from the Virginia Small Business Financing Authority.	183 (FY05)	19 (FY07) Reduction of target is due an increase in demand causing a strain on funds. Target based on projected repayments of P&I.
Number of jobs created by businesses receiving loans from the Virginia Small Business Financing Authority.	2,315 (FY05)	185 (FY07) Reduction of target is due an increase in demand causing a strain on funds. Target based on projected repayments of P&I.
Private capital investment by businesses receiving loans from the Virginia Small Business Financing Authority.	\$70.8 million (FY05)	\$5 million (FY07) Reduction of target is due an increase in demand causing a strain on funds. Target based on projected repayments of P&I.

Existing Business Services

This service area is designed to retain and to assist in the expansion of existing businesses in Virginia, thereby, contributing to the stability and growth of the economy. This program proactively links businesses with the state's 65 business assistance programs and 35 regulatory programs. By assisting business growth, the programs of Existing Business Services, facilitate job creation and capital investment in the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$648,543	\$648,543	6.50	6.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$37,352	\$37,352	0.00	0.00
<i>Provide funding for a program manager position for the "Selling to the State" initiative</i>	\$97,251	\$102,683	1.00	1.00
<i>Provide one-time funding to update technology in the Virginia Business Information Center</i>	\$75,000	\$0	0.00	0.00
Total for Service Area	\$858,146	\$788,578	7.50	7.50

Objective: To grow the revenues of small, women and minority businesses by providing assistance and training that will improve their ability to sell to the state.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of contract dollars received by small, women and minority businesses.	12.63 percent (3rd quarter FY05)	13 percent (FY07)

Objective: To be the principal point of communication between state government and business and industry in the Commonwealth for business solutions.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of business problems solved.	9,803 (FY05)	10,000 (FY07)

Objective: To be THE resource for business information in the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of businesses contacting the Virginia Business Information Center.	14,773 (FY05)	15,000 (FY07)

Department Of Housing And Community Development

Mission Statement

The Department of Housing and Community Development works in partnership to make Virginia's communities safe, affordable, and prosperous places in which to live, work and do business.

Agency Goals:

- Revitalize communities in Virginia through strategic investment of technical assistance and financial resources.
- Increase the ability of communities to implement innovative and creative responses to community defined needs.
- Increase the availability and affordability of safe and accessible housing throughout the Commonwealth.
- Enhance the health and safety of the built environment in a cost effective manner.
- Support policy development and research related to significant economic development, inter-governmental relations, community development and housing issues.
- Use strategic management and model business practices to effectively and efficiently accomplish its mission and deliver services.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$22,430,703	\$70,347,934	\$92,778,637	\$8,614,841	\$84,163,796	118.00
FY 2004	\$23,461,786	\$71,097,934	\$94,559,720	\$8,019,150	\$86,540,570	121.00
FY 2005	\$28,718,516	\$71,323,791	\$100,042,307	\$8,343,552	\$91,698,755	127.00
FY 2006	\$42,539,134	\$71,318,291	\$113,857,425	\$8,456,523	\$105,400,902	136.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$42,539,134	\$71,318,291	\$113,857,425	\$8,405,598	\$105,451,827	136.00
FY 2007 Addenda	\$1,284,502	(\$6,745,754)	(\$5,461,252)	\$863,150	(\$6,324,402)	0.00
FY 2007 TOTAL	\$43,823,636	\$64,572,537	\$108,396,173	\$9,268,748	\$99,127,425	136.00
FY 2008 Base Budget	\$42,539,134	\$71,318,291	\$113,857,425	\$8,405,598	\$105,451,827	136.00
FY 2008 Addenda	(\$1,100,262)	(\$6,775,754)	(\$7,876,016)	\$863,150	(\$8,739,166)	0.00
FY 2008 TOTAL	\$41,438,872	\$64,542,537	\$105,981,409	\$9,268,748	\$96,712,661	136.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$453,792 (GF) and \$224,246 (NGF).

► Remove one-time spending amounts from agency budget

Removes one-time spending amounts from the agency's budget, including funding for the DELMARVA Advisory Council; an artisan network organization; establishment of a community development financial institution; a performance job creation grant program; a regional artisan center; the Virginia Removal or Rehabilitation of Derelict Structures Fund; and for regional consortium grants to support workforce training. For each year, a reduction of \$5.0 million (GF).

► Transfer funding from Central Appropriations for Virginia Works

Transfers funding from Central Appropriations associated with the Virginia Works initiative. This funding will be used to provide support for the regional artisan centers. For each year, \$300,000 (GF).

► Correct technical error in funding Planning District Commissions

Provides additional funding to correct a technical error in funding the Planning District Commissions. The additional funding will bring each Planning District Commission's appropriation up to a minimum level of \$90,000. For each year, \$17,964 (GF).

- ▶ **Reduce federal fund appropriations to reflect reduced federal revenues**
Reduces federal fund appropriations to reflect reduced federal revenues. For each year, a reduction of \$7.0 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$35,661 (GF). For 2008, \$35,897 (GF).
- ▶ **Provide additional funding for State Fire Marshal's Office program management system**
Provides additional funding to develop and implement a new integrated, automated, Web-enabled electronic field inspection and management reporting system for the State Fire Marshal's Office with geographic information systems capability. For 2007, \$145,000 (GF) and \$30,000 (NGF).
- ▶ **Provide additional funding for administration of housing and homeless assistance programs**
Provides additional funding for administrative support for the agency's housing and homeless assistance programs. For each year, \$199,585 (GF).
- ▶ **Provide funding to support The Crooked Road: Virginia's Heritage Music Trail**
Provides funding for operational support for The Crooked Road: Virginia's Heritage Music Trail non-profit organization. The Crooked Road is a heritage music tourism organization committed to tripling tourism revenues in the 10 counties, three cities, and 11 towns that participate and support this initiative. For each year, \$75,000 (GF).
- ▶ **Provide funding for Alleghany Highlands regional economic development effort**
Provides additional funding for grants to assist a regional economic development effort involving the Counties of Alleghany, Bath, and Highland, the City of Covington, and the Towns of Clifton Forge and Iron Gate. For each year, \$500,000 (GF).
- ▶ **Provide funding for regional research and development centers**
Provides additional funding to support the creation of industry-focused regional research and development centers. Funds will be used to provide grants to four communities, including but not limited to Bristol, Covington, Hopewell, and Lynchburg, that will partner with a higher education institution in the development of the regional research and development centers. These centers will support existing industry clusters by providing research on product and process development and enhancements. For 2007, \$660,000 (GF). For 2008, \$1.8 million (GF).
- ▶ **Provide funding to expand rural access to broadband technology**
Provides additional funding to expand rural access to broadband technology. Of the funding provided, \$3.0 million in the first year will be used to fund the costs for engineering and permitting related to expansion of a broadband network to the Eastern Shore and other rural Tidewater areas in the Northern Neck and Middle Peninsula; \$500,000 in each year will be used to fund feasibility studies of best last-mile solutions for other rural areas; and \$200,000 in the first year will be used to support the extension of broadband infrastructure from the Crossroads Institute in the City of Galax to business and customer locations in Carroll and Grayson Counties, the City of Galax, and the Town of Independence. For 2007, \$3.7 million (GF). For 2008, \$500,000 (GF).
- ▶ **Provide additional funding for the Appomattox River Dredging Project**
Provides additional funding for the City of Petersburg for the Appomattox River Dredging Project. For 2007, \$200,000 (GF).

Agency Service Areas:

Housing Assistance

This service area administers the Commonwealth's programs seeking to provide safe, accessible, and decent housing opportunities through local for-profit and nonprofit organizations who serve low income individuals and households with incomes falling below 80% of area median income (AMI), including the elderly and disabled.

Funds are used for grants and loans to increase production of single and multi-family housing targeted at households at or below 80% of AMI, to remove of health and safety hazards including lead-based paint removal, to improve affordability and habitability through energy-efficiency, heating, and plumbing improvements, to address accessibility needs.

This service area also seeks to re-establish the Virginia Housing Partnership Fund as the Virginia Housing Trust Fund (VHTF) by allocating up to \$20 million annually from the dedication of a portion of the recordation taxes collected under the provisions of §58.1-803 and not otherwise committed to specific programs to serve as a source of long term funding establishing a true housing trust fund. This would enable the Commonwealth to create, preserve and rehabilitate affordable housing, as well as allow localities to develop rental and other subsidies targeted at Virginia's lower income, most vulnerable households. This would increase the range of

affordable housing options for more than available to over 400 households each year within 3 years of its establishment.

Additionally, this service area addresses the back log of substandard housing in Virginia’s rural areas through housing rehabilitation services. One in every seven housing units in the most rural Virginia counties is over 65 years old compared to less than one in ten in the state as a whole. Even when indoor plumbing may exist, older housing is more likely to require rehabilitation, including improvements to major building components and systems, to meet current health and safety standards. Funds will be provided to local and regional organizations for housing rehabilitation. Substandard housing units will be brought up to DHCD’s Housing Quality Standard ensuring a decent, safe and sanitary living environment. Program beneficiaries will have household incomes of 80 percent or less of the area median income.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$27,139,508	\$27,139,508	15.50	15.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$91,898	\$91,898	0.00	0.00
Total for Service Area	\$27,231,406	\$27,231,406	15.50	15.50

Objective: Improve the quality of housing units occupied by low-income households, including the elderly and disabled

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of households provided with new or improved affordable housing.	Rehab assistance provided to 1650 housing units in FY 05.	With increasing cost and age of properties to be rehabilitated, the goal is to maintain current production levels of 1700 rehabbed units in FY 07 and 08; and 200 homes improved through Indoor Plumbing.
Number of households provided with new or improved affordable housing.	130 households were modified to accommodate accessibility needs of low-income elderly or households with persons having a physical disability in FY 05.	Improved accessibility to a minimum of 130 units in FY 07 & 08 in the number of housing units occupied by low-income individuals with a physical disability that receive accessibility improvements through a local agency.

Objective: Provide homeownership opportunities to low-income, first-time homebuyers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of households provided with new or improved affordable housing.	Reports from nonprofit organizations providing homeownership assistance indicate that 331 units receiving assistance closed in 2004-05	With increasing housing costs, the goal is to maintain the level of 330 new homeowners in FY 07 & 08 with at least 5 of these being households that include a person having a disability.

Objective: To increase the availability of affordable rental units

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of households provided with new or improved affordable housing.	Through the use of DHCD resources, an average of 400 units were developed in FY 05 for households at or below 80% of AMI.	Maintain a minimum production level of 400 units in FY 07 & 08 by successfully addressing issues of rising costs for land and materials.

Homeless Assistance

This service area administers the Commonwealth's programs seeking to end homelessness in Virginia in partnership with local nonprofit organizations who serve the homeless, those at imminent risk of homelessness, and persons with HIV/AIDS.

Funds are used for operational expenses for homeless shelters and transitional housing, support services, temporary rental and mortgage assistance, security deposits, and costs of construction, rehabilitation, acquisition and leasing of facilities for homeless individuals and families, low-income individuals and families at risk of eviction or foreclosure, mentally and/or physically challenged homeless persons, and low-income persons with HIV/AIDS and their families.

This service area also seeks funding for administering state housing and homeless assistance programs. A proposal has been submitted requesting general funds for administrative funds to support 3 of 8 FTEs assigned to the administration of housing and homeless assistance programs. The request is for \$200,000 per year. The other 5 FTE's are charged to NGF. The Housing Division of DHCD administers \$15.4 million in funding of which State general funds (GF) account for more than 50% of grant funds (\$8.2 million). No GF funds are available to cover administrative costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$17,262,184	\$17,262,184	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$12,463	\$12,463	0.00	0.00
<i>Provide additional funding for administration of housing and homeless assistance programs</i>	\$199,585	\$199,585	0.00	0.00
Total for Service Area	\$17,474,232	\$17,474,232	4.00	4.00

Objective: To ensure that the homeless and those at risk of homelessness are able to maintain or access appropriate affordable housing.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of homeless households securing permanent housing	5487 households exited to permanent housing from shelters in 2004-05 through non-profits and local government programs.	4500 households will exit to permanent housing from shelters in 2007 & 08. With current plans to end homelessness, fewer households should be served and therefore, fewer households would exit shelters.
Number of households averting homelessness	In 2004-05, 2258 households averted homelessness through assistance	In 2007 & 08, 2200 households will avert homelessness through assistance. The lower number reflects the increased cost of housing throughout the Commonwealth.

Objective: Increase the number of housing options available to homeless and special needs populations at threat of homelessness

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of new units available for special needs populations	These units are planned with funding of Virginia's Balance of State Continuum of Care application through HUD. When awarded, this will be the first year that DHCD has had these funds for this specific purpose.	200 units of permanent supportive housing for homeless persons created in FY 2007 & 08.

Financial Assistance for Housing Services

This service area provides funds to local governments that partner with DHCD to administer the Commonwealth's programs seeking to provide safe, accessible, and decent housing opportunities through local governments and nonprofit organizations who serve low income individuals and households with incomes falling below 80% of area median income (AMI), including the elderly and disabled. The primary goals of this service area are the same as found in Service Area Plans 45801 and 45804.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,000,000	\$5,000,000	0.00	0.00
<i>Reduce federal fund appropriations to reflect reduced federal revenues</i>	(\$2,000,000)	(\$2,000,000)	0.00	0.00
Total for Service Area	\$3,000,000	\$3,000,000	0.00	0.00

Objective: Improve the quality of housing units occupied by low-income households, including the elderly and disabled.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of households provided with new or improved affordable housing.	Rehab assistance will be provided to 50 housing units in FY05	The goal is to rehab 50 units each year through indoor plumbing, weatherization and other housing preservation units.

Objective: Insure homeless and those at risk of homelessness are able to maintain or access appropriate affordable housing.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of homeless households securing permanent housing	5487 households exited to permanent housing from shelters in 2004-2005 through programs administered by non-profits and local governments	900 households will exits to permanent housing from shelters administered by local governments in 2007 & 2008

Community Development and Revitalization

This service area encompasses work programs that are designed to support and enhance local community development and revitalization efforts. It is a combination of grants, technical assistance, design assistance and training initiatives that the Community Development Division provides to local partners to carry out revitalization and development activities in distressed areas of Virginia's communities and urban neighborhoods. Activities are targeted to distressed communities where needs are greatest. Training and technical assistance are targeted toward helping clients understand the resources available through this activity and learning how to effectively apply them to their own local situations. Specific programmatic efforts include the Virginia Enterprise Initiative, the Virginia Main Street Program, Community Capacity Building Program, Seed Grants, CDBG Program administration, ARC Program administration, the Virginia Individual Development Accounts, TechRiders and Virginia Works activities. Virginia Works activities are designed to improve the economic conditions in distressed rural areas. They include regional consortia workforce grants, industrial site redevelopment activities, creation of a community development bank, assistance in accessing New Markets Tax Credits, support of artisan networks and the development of two artisan/tourism destination centers.

This service area also assists in redeveloping sites in distressed communities. A \$ 2 million funding proposal has been submitted for this purpose. These funds will be used to provide grants to distressed communities to redevelop abandoned and derelict properties. Such sites would be those that are no longer being used and which are in such poor condition as to deter revitalization and economic opportunities. Grants would be used for physical activities such as acquisition, demolition, removal, rehabilitation or repair of structures and sites.

Additionally, this service area supports the Crooked Road: Virginia's Heritage Music Trail. A funding proposal has been submitted for operational support for the Crooked Road non-profit organization. The Crooked Road is a heritage music tourism organization committed to tripling tourism revenues in the 10 counties, three cities and 11 towns that participate and support this initiative. This proposal is to provide funding to support a full-time director and related administrative costs for the 2006-2008 biennium at a cost of \$75,000 each year.

This service area also promotes a demonstration project to revitalize urban areas. This proposal originated as a recommendation from the Urban Policy Task Force, a group that examines the condition of Virginia's urban areas and makes recommendations to stimulate urban revitalization and help reverse the decline of central cities. This proposal would provide \$5 million per year for three years for a targeted demonstration in three urban neighborhoods. The funding would be allocated to the selected communities through the existing mechanisms of the Housing Revitalization Zone Program, the Derelict Structures Program and the Public/Private Partnership Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,844,958	\$7,844,958	23.50	23.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$101,545	\$101,545	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$3,002,500)	(\$3,002,500)	0.00	0.00
<i>Transfer funding from Central Appropriations for Virginia Works</i>	\$300,000	\$300,000	0.00	0.00
<i>Provide funding to support The Crooked Road: Virginia's Heritage Music Trail</i>	\$75,000	\$75,000	0.00	0.00
Total for Service Area	\$5,319,003	\$5,319,003	23.50	23.50

Objective: Promote greater prosperity for distressed communities and citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of new jobs created.	939 New Jobs Created in FY 2005	1000 New Jobs Created in FY 2007 & 08.
Amount of new private investment in distressed communities	\$30 Million in FY 2005	\$30 Million in FY 2007 & 08.

Objective: Increase the effectiveness of community partners in carrying out community development activities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of clients receiving technical assistance	15,000 in FY 2005	16,000 in FY 2007 & 08.

Financial Assistance for Regional Cooperation

The primary purpose of this service area is to encourage and facilitate local government cooperation in addressing on a regional basis problems of greater than local significance. Cooperative efforts are intended to assist local governments in meeting their own problems by enhancing their ability to recognize and analyze regional opportunities and take account of regional influences in planning and implementing their public policies and services. Planning district commissions are charged with assisting localities in meeting these goals. There are 21 Planning District Commissions. Benefits include greater effectiveness in conducting local government functions and the Planning District Commissions provide a wide range of assistance to local governments including funding applications, grant management, economic development coordination and management assistance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,033,885	\$3,033,885	0.00	0.00
<i>Correct technical error in funding Planning District Commissions</i>	\$17,964	\$17,964	0.00	0.00
Total for Service Area	\$3,051,849	\$3,051,849	0.00	0.00

Objective: Provide technical and financial support to 21 regional Planning District Commissions (PDC's) to help identify and address critical community development needs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of payments disbursed to Planning District Commissions in a timely and accurate manner.	100% monthly payments disbursed in a timely and accurate manner in FY 2005	100% monthly payments to be disbursed in a timely and accurate manner in FY 2007 & 08.

Financial Assistance for Community Development

This service area encompasses work programs that are designed to support and enhance local community development and revitalization efforts primarily through financial assistance. It includes both state and federal funding resources. Wide ranges of activities are funded, including infrastructure development, economic development support, downtown revitalization, neighborhood improvements, housing rehabilitation, economic self sufficiency, asset building, and community service facilities. Activities are targeted to distressed communities where needs are greatest. These tools will include financial resources available through the Community Development Division. Specific programmatic efforts include the Southwest Virginia Infrastructure Construction Fund, the Regional Infrastructure Planning and Design Fund, the CDBG Program and the ARC Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$31,030,272	\$31,030,272	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$60,066	\$60,066	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$1,000,000)	(\$1,000,000)	0.00	0.00
<i>Reduce federal fund appropriations to reflect reduced federal revenues</i>	(\$5,000,000)	(\$5,000,000)	0.00	0.00
<i>Provide funding for Alleghany Highlands regional economic development effort</i>	\$500,000	\$500,000	0.00	0.00
<i>Provide funding for regional research and development centers</i>	\$660,000	\$1,820,000	0.00	0.00
<i>Provide funding to expand rural access to broadband technology</i>	\$3,700,000	\$500,000	0.00	0.00
<i>Provide additional funding for the Appomattox River Dredging Project</i>	\$200,000	\$0	0.00	0.00
Total for Service Area	\$30,150,338	\$27,910,338	10.00	10.00

Objective: Provide targeted funding for infrastructure that will provide new or enhanced water and wastewater treatment for citizens in distressed communities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of households provided with new or improved water/wastewater treatment	657 in FY 2005	800 in FY 2007 & 08.

Objective: Provide targeted funding for new and improved housing stock for low- and moderate-income citizens now living in substandard housing.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of households provided with new or improved affordable housing	100 in FY 2005.	150 in FY 2007 & 08.

Financial Assistance for Economic Development

This service area includes assistance targeted to businesses and investors in order to encourage new job creation and investment targeted to distressed areas of the Commonwealth. Activities are targeted to distressed communities where needs are greatest. Assistance is provided in the form of grants and tax credits. Specific programmatic efforts include the Distressed Localities Grant Program and the Enterprise Zone Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,666,199	\$14,666,199	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$12,268	\$12,268	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$1,000,000)	(\$1,000,000)	0.00	0.00
Total for Service Area	\$13,678,467	\$13,678,467	3.00	3.00

Objective: Provide incentives to businesses to stimulate new job creation and private investment in distressed areas.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of new jobs created.	3,200 in FY 2005	3,500 in FY 2007 & 08.
Amount of new private investment in distressed communities.	\$67 Million in FY 2005.	\$79 Million in FY 2007 and 2008.

State Building Code Administration

This service area, State Building Code Administration (SBCA), focuses on the development, application, and interpretation of building regulations applicable to conventional buildings and structures as well as to manufactured homes and industrialized or modular buildings. Emphasizing uniformity in regulatory requirements and enforcement reduces building construction and maintenance costs while ensuring an appropriate level of safety in the built environment. Virginia is one of a limited number of states with a uniform set of building codes that are applicable statewide. These codes are adopted by the Board of Housing and Community Development and are enforced locally without amendments by local governments across the Commonwealth. In addition to providing for uniformity, special attention is paid to achieving appropriate levels of safety while keeping the costs of construction and maintenance of structures, especially housing, affordable. The Department emphasizes a systems approach including code development, training and interpretation. DHCD works collaboratively with a diversity of stakeholder organizations representing consumers, building owners and managers, local governments, design professionals, builders, trade organizations and members of the manufactured housing and modular building industries.

Additionally, this service area, through the Jack Proctor Virginia Building Code Academy, provides administrative, technical and code update training concerning the content, intent and application of the Uniform Statewide Building Code and other building and fire safety regulations adopted by the Board of Housing and Community Development. The funding of programs for training of code enforcement personnel and private sector clients are all supported by a statewide surcharge of 13/4% levied on all building permits issued by local building departments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,456,218	\$2,456,218	14.00	14.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$72,598	\$72,598	0.00	0.00
Total for Service Area	\$2,528,816	\$2,528,816	14.00	14.00

Objective: To ensure uniformity in the application and enforcement of the building and fire regulations

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of code enforcers certified within the mandated time frames.	Limited data in FY 2005 and full data base will be available during FY 2006.	Have 90% of code enforcers certified within the mandated time frames in FY 2007 and 97% in FY 2008.
Number of customers and code enforcers trained in the use of existing building codes.	It is anticipated that eight programs will be offered to at least 500 customers and code enforcers during FY 2006. Several have already been completed.	Conduct each year of 2007-2008 at least eight programs for 500 or more private sector customers and code enforcers. Conduct every three years customer survey to determine needs and the effectiveness of the programs.

Objective: Ensure the national model building and fire codes are coordinated with our statewide building and fire codes, with code changes submitted from our trade and advocacy groups and any enacted legislation thereby resulting in consensus based code changes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of the new editions of the international model codes adopted after publication.	During the last code cycle for the 2003 Edition, 90% of the International Codes were adopted within the 18 month cycle.	Complete review and adoption of 100% of the new editions of the International Codes within 18 months of publication.

Objective: Carry out administration of the Industrialized Building Safety Regulations for the construction, registration and use of industrialized buildings in a cost effective manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of newly constructed industrialized buildings found to be code compliant.	In FY 2005, 92% of industrialized buildings were in compliance with codes when delivered from the factory to the location for installation and code deficiencies were corrected within 60 days of discovery and notice to the manufacturer.	Feedback reports and inspections will result in at least 95% of newly constructed industrialized buildings be code compliant and any code deficiencies will be corrected within 60 days of discovery and notification to the manufacturer.

Objective: Carry out the terms of the Cooperative Agreement with HUD to act as the State Administrative Agency for manufactured housing in Virginia in accordance with the requirements in the Manufactured Home Safety Regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of manufactured home consumer complaints closed within 120 days of referral to the manufacturer.	In FY 2005, 85% manufacturer home consumer complaints were closed within 120 of referral to the manufacturer..	Ninety percent of manufactured home complaints will be closed within 120 days of referral to the manufacturer of all required documentation regarding the complaint.

State Fire Prevention Code Administration

The purpose of the State Fire Marshal's Office (SFMO) is to provide safety to life and property from the hazards of fire or explosion for the citizens of the Commonwealth. There are currently (36) FTEs and six P-14s assigned to this activity. The SFMO has authority to enforce the Statewide Fire Prevention Code (SFPC) in all areas of the Commonwealth and is mandated by the Code of Virginia (COV) to inspect state residential buildings, state owned or operated college dormitories, public schools (in areas without local fire prevention inspections), adult living facilities (in areas without local fire prevention inspections), and child care facilities with religious exemption from licensure by the Department of Social Services.

Also, as specified in the COV, the SFMO provides assistance, including both plans review and construction inspections, to the Department of General Services on state construction projects to insure conformance with the Uniform Statewide Building Code (USBC).

In addition, the SFMO is under contract to inspect Health Care Facilities, primarily nursing facilities and mental health buildings, for conformance with federal standards (Life Safety Code) and effective October 1, 2003, the SFMO began issuing permits for fireworks on state property.

Many local governments in the Commonwealth opt not to appoint a fire official. In these areas, the SFMO is the only available fire authority. In addition to the COV mandates for inspection of buildings in areas without a local fire official as listed above, the SFMO inspects childcare facilities and local correctional facilities and respond to requests or complaints under provisions of the SFPC. The Explosives Safety Program, including issuing permits for the storage, sale, and use of explosives in areas without local enforcement, are assigned to the SFMO.

The SFMO provides consultive assistance to building and fire officials, architects, engineers, contractors, and building owners and occupants on the provisions of the USBC, Statewide Fire Prevention Code and referenced standards. An extremely important function of the SFMO, 95% of this assistance is on the fire safety provisions of the USBC including referenced standards on automatic sprinkler systems, fire alarm systems, standpipe systems, and other fire suppression and protection systems. Without resources to staff their offices, many small local governments rely heavily on this assistance for the proper application of the USBC and to ensure initial conformance with the Code.

In addition to the above mentioned areas of responsibility, staff attend and provide training to client groups. Client groups include the Virginia Fire Prevention Association, State Fire Chiefs Association, State Firefighters Association, Virginia Building Officials Association and other fire and building organizations in the state as well as architects, engineers, local government officials, state agencies and officials, building owners, builders, and the general public.

Direct immediate and long-term benefits from this activity include reduction in the loss of life and property from the hazards of fire or explosion and a safer environment in which to live and work. Inspection programs described above insure fire protection and fire safety systems are maintained to standards under which they were constructed and insure safe storage and use of hazardous materials and provide for emergency planning and training for staff and occupants. Technical assistance and training programs for code officials, design professionals, contractors, building owners and other clients described above enhance the uniform and accurate application of codes and standards statewide providing increased safety statewide.

For those citizens for whom the SFMO does not have direct contact or are not in buildings subject to inspection programs, public education and information programs make citizens aware of unsafe activities both in the work place and in the home, increasing their safety. Another direct benefit that has been recognized is the economic impact on a community. Fires in businesses, health care facilities, manufacturing facilities, schools, and other facilities not only can result in loss of life and property but also in jobs and tax bases. Inspection, technical assistance, and educational programs all decrease the possibility of this occurrence.

This service area also seeks to enhance efficiency and effectiveness of the SFMO by implementing a SFMO Program Management System. A funding request is being submitted to realize cost-savings by developing and implementing a new integrated, automated, Web-enabled electronic field inspection and management reporting system for the State Fire Marshal's Office (SFMO) with Geographic Information Systems (GIS) capability. The cost would be a one time GF appropriation of \$145,000.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,605,499	\$2,605,499	36.00	36.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$185,832	\$185,832	0.00	0.00
<i>Provide additional funding for State Fire Marshal's Office program management system</i>	\$175,000	\$0	0.00	0.00
Total for Service Area	\$2,966,331	\$2,791,331	36.00	36.00

Objective: Provide a safe environment for people working and residing in private, state-owned and institutional buildings where the State Fire Marshal's Office provides inspections.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of inspected mandated buildings that will be brought into compliance with the Virginia Statewide Fire Prevention Code or the Life Safety Code within a specified time frame.	In FY 2005, 99.6% of the mandated buildings were brought into compliance within the specified time frame.	Achieve 100% compliance rate, for inspections of mandated buildings, with the Virginia Statewide Fire Prevention Code and the Life Safety Code within a specified time frame after the initial inspection.

Objective: To minimize the potential hazards caused by the improper use, storage, and selling of explosives and fireworks.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of permits issued each year.	The SFMO issued an average of 439 permits per year in fiscal years 2004 and 2005.	Issue 400 permits annually for 2007 and 2008.

Intergovernmental Relations

The Commission on Local Government's activities are focused in four principal areas: (a) reviews and assists the resolution of proposed boundary change and transition issues as well as inter-local agreements that settle such actions; (b) analyses and reports on the comparative fiscal condition of Virginia's counties and cities; (c) examines proposed state legislation for its fiscal impact on the Commonwealth's local governments; and (d) oversees and reports on all state and federal mandates imposed on Virginia localities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$334,000	\$334,000	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$20,392	\$20,392	0.00	0.00
Total for Service Area	\$354,392	\$354,392	4.00	4.00

Objective: Assist the Commonwealth in promoting and preserving the viability of its local governments.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Commission's reports on Inter-local issues published within 6 months of a complete filing of requested materials.	75% of the Commission's reports on inter-local issues were issued within six months following a completed filing of the requisite materials	80% of the Commission's reports on inter-local cases will be issued within six months following a complete filing of the requisite materials by the initiating party,

Administrative and Support Services

The purpose of this service area is to provide overall direction and support of all services and programs provided by the other service areas within the agency. Provide a high quality of administrative services and technical support to all agency employees. Provide analytical resources needed for the development, implementation, and evaluation of agency and administration policies for housing and community development through legislative, regulatory, and administrative processes. Provide administrative services and support over all the agencies services related to fiscal operations and financial management, federal grant draws and payments, the reconciliation of agency records to the Department of Account's records, procurement; human resource functions including implementation of policies and directives, recruitment, selection, benefits, classification and compensation, and various other employee programs; public relations programs and website functions; computer and information processing activities including the local area network, database development and support for the entire agency located in Richmond and five field offices. All agency administrative functions are directed by this service area

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,484,702	\$2,484,702	26.00	26.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$120,976	\$120,976	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$35,661	\$35,897	0.00	0.00
Total for Service Area	\$2,641,339	\$2,641,575	26.00	26.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	100 % in FY 2005.	100% in FY 2007 and 2008.

Department of Labor and Industry

Mission Statement

It is the mission of the Virginia Department of Labor and Industry to make Virginia a better place in which to work, live and conduct business. We will achieve this goal by promoting safe, healthful workplaces, best employment practices, job training opportunities through registered apprenticeship, the protection of children from hazardous employment, and safe operation of boiler and pressure vessel devices.

Agency Goals:

- Provide for safe, healthy, and productive workplaces for Virginia workers, businesses, and general public.
- Enhance the development of highly skilled workers for Virginia economy.
- Protect children from serious injury or death while employed.
- Provide efficient resolution of wage issues.
- Provide excellent customer service through the effective performance of DOLI personnel.

Customers Served:

- Apprentices
- Employer Sponsors
- Related Instruction Coordinators
- Trade Associations
- Labor Organizations
- Parents
- Minors working in Virginia
- Employers
- Issuing Officers
- Employees
- Attorneys
- Asbestos and Lead Removal Contractors
- Public
- Other governmental agencies
- Agency Employees and Volunteers
- Virginia Apprenticeship Council
- Safety and Health Codes Board

Customers Served:

- Owners/Users of boilers and pressure vessels
- Inspection Companies
- Agency Vendors
- Users of Agency Website, Publications, Notices
- News Organizations
- Potential Vendors and SWAM Contacts
- Non-English Speaking Media Organizations
- Volunteer Organizations

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$6,567,286	\$5,127,692	\$11,694,978	\$10,080,795	\$1,614,183	172.00
FY 2004	\$6,439,983	\$5,895,579	\$12,335,562	\$9,786,582	\$2,548,980	177.00
FY 2005	\$6,745,668	\$5,246,020	\$11,991,688	\$9,629,266	\$2,362,422	181.00
FY 2006	\$6,870,186	\$5,378,737	\$12,248,923	\$9,871,681	\$2,377,242	180.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$6,870,186	\$5,378,737	\$12,248,923	\$9,888,913	\$2,360,010	180.00
FY 2007 Addenda	\$552,425	\$584,425	\$1,136,850	\$662,119	\$474,731	3.00
FY 2007 TOTAL	\$7,422,611	\$5,963,162	\$13,385,773	\$10,551,032	\$2,834,741	183.00
FY 2008 Base Budget	\$6,870,186	\$5,378,737	\$12,248,923	\$9,888,913	\$2,360,010	180.00
FY 2008 Addenda	\$545,447	\$583,525	\$1,128,972	\$662,119	\$466,853	3.00
FY 2008 TOTAL	\$7,415,633	\$5,962,262	\$13,377,895	\$10,551,032	\$2,826,863	183.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$285,367 (GF) and \$547,975 (NGF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$94,508 (GF). For 2008, \$92,480 (GF).

► Provide management staff for registered apprenticeship program

Funds an Assistant Director of Administration in the Registered Apprenticeship program. The position will research new and emerging industries, work with other government agencies, as well as corporate, trade and labor associations, assist apprenticeship representatives with registering new sponsors and apprentices, and participate in workforce development activities. For 2007, \$67,825 (GF) and one position. For 2008, \$66,025 (GF).

► Resolve employer and employee wage disputes

Funds a litigation and alternative dispute resolution attorney position to work with labor and employment law cases. The position will be dedicated to resolving disputes between employers and employees under the Virginia Payment of Wage Act. Prompt case resolution reduces costs for both the Commonwealth and employers. For 2007, \$68,275 (GF) and one position. For 2008, \$66,025 (GF).

► **Provide legal review for health and safety compliance program**

Funds a litigation and alternative dispute resolution attorney position to support the Virginia Occupational Safety and Health program. The position will be dedicated to litigation of safety and health contested cases, with a focus on providing alternative dispute resolution to quickly resolve cases. This should reduce the time it takes to decide cases. For 2007, \$36,450 (GF), \$36,450 (NGF), and one position. For 2008, \$35,550 (GF) and \$35,550 (NGF).

Agency Service Areas:

Apprenticeship Program

This service area oversees Virginia's Registered Apprenticeship Program, implements the Virginia Voluntary Apprenticeship laws, and provides staffing for the Virginia Apprenticeship Council. Products and services include:

- Register apprenticeship programs that meet standards.
- Assist private employers, state government, and local governments in establishing and maintaining apprenticeship programs.
- Provide educational programs and materials to promote apprenticeship as an effective workplace program.
- Issue Certificates of Completion to apprentices that successfully complete their apprenticeship.
- Implement program according to direction received from the Virginia Apprenticeship Council.
- Protect the safety and well-being of apprentices.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$868,901	\$868,901	16.00	16.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$18,156	\$18,156	0.00	0.00
<i>Provide management staff for registered apprenticeship program</i>	\$67,825	\$66,025	1.00	1.00
Total for Service Area	\$954,882	\$953,082	17.00	17.00

Objective: To increase the numbers of apprentices enrolled in Virginia's Registered Apprenticeship Programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of apprentices participating in Registered Apprenticeship training programs.	Baseline reflects number of registered apprentices recorded for FY 2004.	Increase by 6% the number of registered apprentices by fiscal year 2008.

Labor Law Services

This service area implements the laws of the Commonwealth governing payment of wages, minimum wage, garnishee rights, discharge for work-related injuries, other conditions of employment, and employment of children. Products and services include:

- **Inspection and Enforcement:**

Thorough and consistent inspection and enforcement of the laws and regulations governing child labor. Assessing corporate or individual responsibility as appropriate. Investigating complaints of violations of child labor or payment of wage laws.

- **Permitting:**

Training, assisting and providing oversight to officials of local schools who issue permits for 14 and 15 year olds who are to be employed. Providing supplies to issuing officers. Issuing theatrical and solicitation permits for minors.

- **Hearings and Conferences:**

Initiating informal conferences to settle disputes between employers and employees regarding wages. Planning, setting and providing notice of administrative hearings in payment of wage cases. Under authorization of Office of the Attorney General (OAG), lawsuits are filed in General District Court in payment of wage cases. As approved by the OGA, litigating child labor cases and criminal matters regarding payment of wages.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$708,093	\$708,093	13.00	13.00
<i>Transfer centrally funded amounts to agency budgets</i>	<i>(\$11,008)</i>	<i>(\$11,008)</i>	<i>0.00</i>	<i>0.00</i>
<i>Resolve employer and employee wage disputes</i>	<i>\$68,275</i>	<i>\$66,025</i>	<i>1.00</i>	<i>1.00</i>
Total for Service Area	\$765,360	\$763,110	14.00	14.00

Objective: To reduce the number of children working in hazardous or unhealthy occupations in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Revocation of Employment Certificates Issued to Minors	The measure baseline is the number (119) of revoked employment certificates or permits for 2004.	To reduce by 10% the number of permits revoked because of hazardous employment.

Objective: To advance the fair and efficient investigation of wage complaints.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Length Of Time To Investigate A Payment of Wage Claim	The baseline is from 2004. The average number of days required to complete an investigation of a valid wage claim was 116.	To reduce by 5 business days the length of time required for completion of an investigation of a valid wage claim.

Virginia Occupational Safety and Health Services

This service area administers occupational safety and health activities in Virginia (the Virginia State Plan agreement with federal OSHA as required by § 40.1-1 of the Code of Virginia) for general industry, agriculture, construction and the public sector. The federal Occupational Safety and Health Act of 1970 requires federal OSHA to enforce its regulations throughout the country, except in states that apply and receive approval for a State Plan for occupational safety and health. Virginia received its approval as a State Plan state in 1988. Products and services include:

- Customer service, such as training and technical assistance;
- Investigation of worker occupational safety and health complaints in construction and general industry companies.
- Investigating workplace fatalities.
- Inspection and enforcement of the occupational safety and health laws and regulations in the construction industry and general industry in the public and private sectors, with the exception of employers covered by federal agencies under § 4(b)(1) of the OSH Act of 1970.
- Regulatory development to establish minimum requirements for worker and public safety.
- Safety and health consultation to private and public sector employers with priority given to high-hazard companies with 250 or fewer employees.
- Certification of qualified high-hazard companies with 250 employees or less as SHARP (Safety and Health Achievement Recognition Program) sites.
- Certifying companies with 250 or more employees with exemplary safety and health programs under the Voluntary Protection Program (VPP) using the STAR and MERIT designations.
- Operation of the Voluntary Protection Program (VPP) to recognize and promote effective occupational safety and health management for companies with 250 or more employees, and certification of qualified companies as STAR and MERIT worksites under the VPP program.
- Annual Virginia Occupational Safety and Health (VOSH) Conference to provide training and information to Virginia employers, employees and safety and health professionals.
- Conducting the Annual Survey of Occupational Injuries and Illnesses and the Census of Fatal Occupational Injuries (CFOI) under cooperative agreements with the US Bureau of Labor Statistics.
- Assure compliance with the Virginia Overhead High Voltage Line Safety Act.
- Participation in the OSHA Data Initiative in high-hazard industries.
- Economic development support by ensuring safe and healthy workplaces in Virginia companies.
- Legal support from the Office of Legal Support (OLS) to VOSH compliance divisions under the guidance and direction of the Office of the Attorney General.
- The Office of Planning and Evaluation (OPE) provides support to the VOSH divisions in the areas of development, coordination, and issuance of plans, policies, procedures, program directives, operational manuals, regulations, and other related documents.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,400,704	\$7,400,704	102.30	102.30
<i>Transfer centrally funded amounts to agency budgets</i>	\$539,713	\$539,713	0.90	0.90
<i>Provide legal review for health and safety compliance program</i>	\$72,900	\$71,100	1.00	1.00
Total for Service Area	\$8,013,317	\$8,011,517	104.20	104.20

Objective: Work toward reducing workplace fatalities in the high-hazard construction industry.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Workplace fatalities in the high-hazard construction industry.	The Measure Baseline is taken from the USDOL tables for 2002. The rate is 14.12 fatalities per 100,000 workers.	By 2008, reduce the rate of fatality by 5% among workers in the high-hazard construction industry.

Objective: Work toward reducing workplace injuries and illnesses in the high-hazard construction industry.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of workplace injuries in the high-hazard construction industry.	The Measure Baseline is taken from the USDOL tables for 2001. The rate is 7.10 injuries/illnesses per 100 workers.	By 2008, reduce the rate of injuries/illnesses by 30% per 100 workers in the high-hazard construction industry.

Objective: Respond quickly to all safety and health complaints.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of health/safety complaints initiated within 1 business day of receipt and/or conduct on-site investigation within 5 business days.	94%- FY 2004	Percentage of health/safety complaints initiated within 1 business day of receipt and/or conduct on-site investigation within 5 business days. 95 % of complaints will be initiated within targets.
Number of occupational safety and health hazards identified.	This is a new performance measure. Baseline data will be established in FY 2006.	This is a new performance measure. Baseline data will be established in FY 2006.

Asbestos and Lead Safety Services

This service area implements the laws and regulations regarding asbestos and lead removal projects and the Virginia Asbestos NESHAP Act. Regulation of asbestos and lead removal projects involves issues of occupational safety and health, as well as issues of public safety. Products and services include:

- Customer service by providing technical assistance;
- Issuance of asbestos and lead project permits to abatement contractors;
- Conducting an on-site unannounced inspection of each asbestos and lead removal contractor at least once a year;
- Assurance of contractor adherence to the National Emission Standard for Hazardous Air Pollutants (NESHAP) to protect the general public and the environment from asbestos emissions during renovation and demolition activities;
- Assurance of safe work practices during installation, removal, and encapsulation of asbestos and lead;
- Regulatory development to establish minimum requirements for worker and public safety during installation, removal, and encapsulation of asbestos and lead; and
- Economic development support through helping ensure older buildings can be safely rehabilitated by the removal of asbestos and lead.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$324,697	\$324,697	5.66	5.66
<i>Transfer centrally funded amounts to agency budgets</i>	\$603	\$603	-0.50	-0.50
Total for Service Area	\$325,300	\$325,300	5.16	5.16

Objective: Work toward reducing workplace injuries and illness in the asbestos and lead abatement industry.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Inspections of asbestos and lead removal contractors.	Number of asbestos and lead contractors inspected at least once in the previous fiscal year.	Inspect each asbestos and lead contractor once per year.

Objective: Respond quickly to health and safety complaints involving asbestos and lead.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of responses to health/safety complaints initiated within targets.	94%- FY 2004	Begin investigations in health/safety complaints within one business day of receipt and/or conduct on-site inspections within 5 business days. 95% of complaints will be initiated within targets.

Boiler and Pressure Vessel Safety Services

This service area implements the Boiler and Pressure Vessel Safety Act. Products and services include:

- Customer service, such as training and technical assistance.
- Issuance of certificates for properly inspected boiler and pressure vessels.
- Commission of owners/users inspection personnel to inspect their own boilers and pressure vessels.
- Identification of unregistered boilers and pressure vessels.
- Issuance of interpretations and technical letters on processes.
- Examination and issuance of inspector certificates to qualified private boiler and pressure vessel inspectors.
- Regulatory development to establish requirements for the construction, installation, operation, maintenance, and registration of boiler and pressure vessels; and examination of private boiler and pressure vessel inspectors.
- Quality control review and surveys.
- Economic development support through the assurance that boilers and pressure vessels are constructed, inspected and maintained in a safe manner to protect life and property.

Boiler Safety has a unique public-private partnership with insurance companies that insure boiler and pressure vessels and contract fee inspection companies for uninsured companies. The previously described Boiler and Pressure Vessel Safety Act and the Safety and Health Codes Board's Boiler and Pressure Vessel rules and regulations permit these DOLI certified inspectors, acting on behalf of the Commissioner of Labor and Industry to conduct inspections of these objects and for these inspections to serve as a basis for Boiler Safety's issuance of a Certificate of Inspection.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$489,749	\$489,749	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$49,485	\$49,485	0.00	0.00
Total for Service Area	\$539,234	\$539,234	9.00	9.00

Objective: To eliminate, or mitigate, injuries, fatalities, and property damage through increasing the numbers of operational certificates issued for pressurized, temperature controlled boilers and pressure vessels.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of first inspection reports of objects for each company given 30 day notices	880 represents the number of unregistered pressure vessel objects inspected during FY 2005.	A 5% target is established, with emphasis on compliance visits on automobile related services and apartment buildings.
Number operational certificates issued for high pressure, high temperature boilers/pressure vessel devices.	8,582 Certificates issued during the fourth quarter of FY 2005. Three and ten year average is 32,000.	Increase the number of boiler and pressure vessel inspections by 15 % by 2008.

Administrative and Support Services

Administrative and Support Services for the Department of Labor and Industry include the Office of the Commissioner; Human Resources; and Administration and Finance. This service area is responsible for the following agency-wide functions: executive management and direction; agency human resource services which includes staff recruitment and retention, training, benefit administration, dispute resolution, implementation and evaluation of fair employment practices; and resource administration that includes accounting, budgeting, financial management and compliance (including grants), IT and management information services, records management, regulatory promulgation, legislative coordination, policy management, asset management, risk management, contract management, purchasing, facilities management, general service support, and telecommunications. Service partners include Virginia's central support agencies; federal grantor agencies; non-English language radio stations, newspapers, and chamber of commerce groups; media groups; senior citizen worker placement organizations; vendors; and minority and women owned businesses.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,456,779	\$2,456,779	34.04	34.04
<i>Transfer centrally funded amounts to agency budgets</i>	\$236,393	\$236,393	-0.40	-0.40
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$94,508	\$92,480	0.00	0.00
Total for Service Area	\$2,787,680	\$2,785,652	33.64	33.64

Objective: To ensure the efficient utilization and management of resources in the performance of the agency mission.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
External Audit/Evaluation Report Results (Department of Accounts Decentralization, Auditor of Public Accounts, U.S. Department of Labor, Management Scorecard)	Department of Labor and Industry has not received any written findings in the last APA, DOA, and U. S. Department of Labor Audit Reports and meets expectations of Management Scorecard Objectives at last update.	No audit findings, management letter comments or material internal control weaknesses reported in the most recent external audit reports. Meets Expectations of Management Scorecard Objectives in most recent reporting period.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Management Scorecard	100%- The 2005 percentage calculated based on the agency scorecard.	Maintain 100%

Department of Mines, Minerals and Energy

Mission Statement

It is the mission of the Department of Mines, Minerals and Energy (DMME) to enhance the development and conservation of energy and mineral resources in a safe and environmentally sound manner to support a more productive economy.

Agency Goals:

- Provide for safe and environmentally sound mineral and fossil fuel extraction.
- Encourage economic development through our customers' wise management of Virginia's energy, mineral, land, and water resources.
- Provide for the effective performance of DMME personnel.

Customers Served:

- Mineral extraction operators
- Mineral extraction workers
- Public affected by mineral extraction operations
- Affiliated mineral extraction business interests
- Other governmental agencies
- General public and businesses

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$10,184,789	\$15,323,723	\$25,508,512	\$15,615,436	\$9,893,076	244.00
FY 2004	\$9,110,114	\$16,159,582	\$25,269,696	\$14,643,309	\$10,626,387	237.00
FY 2005	\$9,545,182	\$17,845,337	\$27,390,519	\$15,597,710	\$11,792,809	237.00
FY 2006	\$9,545,201	\$17,845,337	\$27,390,538	\$15,597,710	\$11,792,828	235.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$9,545,201	\$17,845,337	\$27,390,538	\$14,589,235	\$12,801,303	235.00
FY 2007 Addenda	\$2,141,848	\$756,631	\$2,898,479	\$1,746,835	\$1,151,644	4.00
FY 2007 TOTAL	\$11,687,049	\$18,601,968	\$30,289,017	\$16,336,070	\$13,952,947	239.00
FY 2008 Base Budget	\$9,545,201	\$17,845,337	\$27,390,538	\$14,589,235	\$12,801,303	235.00
FY 2008 Addenda	\$2,161,896	\$756,631	\$2,918,527	\$1,765,577	\$1,152,950	4.00
FY 2008 TOTAL	\$11,707,097	\$18,601,968	\$30,309,065	\$16,354,812	\$13,954,253	239.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$683,038 (GF) and \$756,631 (NGF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$103,774 (GF). For 2008, \$105,080 (GF).

► Provide funding and positions for three minerals specialists (inspectors)

Funds three mineral specialist (inspector) positions to provide mandated services in the gas and oil and mineral mining service areas. Due to customer growth in gas and oil and mineral mining, the agency's current inspection staff is not able to adequately meet the increased workload. The three additional positions will ensure that public safety and health are not further threatened by the increased activity. For 2007, \$246,860 (GF) and three positions. For 2008, \$265,602 (GF).

► **Enhance assistance to agencies to execute additional energy savings contracts**

Funds a position to help agencies identify potential energy savings projects and assist agencies in executing energy savings contracts in order to fund these projects. Currently, agencies are hesitant to enter into energy savings contracts because they lack the expertise to execute them. This position will provide the expertise necessary to execute the contracts and will result in additional energy savings for the Commonwealth. For 2007, \$116,400 (GF) and one position. For 2008, \$116,400 (GF).

► **Provide additional funding to address an increased workload in energy and mineral extraction programs**

Provides funding for department operations and equipment replacements in the Minerals Management and Administrative and Support Services programs. These programs contain six of the department’s eight service areas. The agency is faced with a workload increase caused by expansions in coal, gas, and mineral extraction due to high energy prices and growing housing and infrastructure development. The additional funding will replace depleted permit and license fee cash balances, which will be substantially depleted in 2006 and will not be available to cover agency expenses. For each year, \$991,776 (GF).

► **Provide appropriation authority for a manufacturing incentive for alternative fuels manufacturers**

Authorizes the Governor to appropriate up to \$3.0 million from the unappropriated balance to provide incentive payments of up to \$0.20 per gallon to manufacturers of alternative fuels that begin production or expand production of alternative fuels on or after July 1, 2006.

Agency Service Areas:

Geologic and Mineral Resource Investigations, Mapping, and Utilization

This service area provides information on Virginia’s geology and mineral resources. Geologic maps, reports, commodity information, and consultations are used by mineral producers, local, state, and federal agencies, developers, consultants, and other. They use this information for land use planning, environmental assessments, identification of mineral deposits needed for manufacturing, highway, and infrastructure construction, locating producible groundwater resources, and other uses. The Director of DMME’s geologic service area is designated as the State Geologist. Many activities in this service area are coordinated with the United States Geological Survey (USGS). Products and services include:

- Customer assistance, such as examination of the state’s geology, geologic and topographic mapping, geologic reports, technical assistance, information on mineral and energy reserves, identification of natural hazards, assistance with mine and public safety concerns, mineral industry statistics, and information on geology and mineral resources on state-owned lands.
- Assistance with regulatory development through providing geologic information about mining areas.
- Identification, investigation, and cataloging of abandoned/orphaned mine lands.
- Providing information in support of economic development, such as site geology, mineral availability, and on-site sources of groundwater.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,871,020	\$1,871,020	25.00	25.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$125,382	\$125,382	0.00	0.00
<i>Provide additional funding to address an increased workload in energy and mineral extraction programs</i>	\$53,850	\$53,850	0.00	0.00
Total for Service Area	\$2,050,252	\$2,050,252	25.00	25.00

Objective: To improve customer capabilities in the wise use of mineral, land, and water resources and energy technologies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Annual percent increase in the Virginia Geospatial Data Index.	8% (avg. FY 2001 - FY 2005)	>= 4% (FY 2007 - FY 2008)

Objective: To improve availability of and generate new targeted commodity information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer satisfaction rating.	3.2 (first half of FY 2005)	>=3.0 (FY 2007 - FY 2008)

Mineral Mining Environmental Protection, Worker Safety and Land Reclamation

This service area implements the Virginia Mineral Mine Safety Act and Virginia's mineral mining reclamation laws. The laws and regulations protect workers on mineral mines and other public affected by the operations from risks due to unsafe conditions and unsafe acts on the operations, and protect the public safety and health from the possible harmful environmental effects of mineral mining operations. Products and services include:

- Customer service, such as training, technical assistance, and risk assessment.
- Inspection and enforcement of the mine safety and reclamation laws and regulations.
- Certification of general mineral mine workers and miners performing specialized mineral mining tasks.
- Permitting and licensing of mineral mine sites.
- Regulatory development to establish minimum requirements for worker and public safety and operation and reclamation of mineral mine sites.
- Land reclamation through use of financial guarantees to ensure proper reclamation on permitted sites and reclamation of orphaned (abandoned) mineral mine lands.
- Economic development support through helping ensure adequate supplies of non-fuel mineral products are available to support Virginia's economic needs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,133,635	\$2,133,635	21.00	21.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$108,490	\$108,490	0.00	0.00
<i>Provide funding and positions for three minerals specialists (inspectors)</i>	\$84,337	\$90,984	1.00	1.00
<i>Provide additional funding to address an increased workload in energy and mineral extraction programs</i>	\$165,468	\$165,468	0.00	0.00
Total for Service Area	\$2,491,930	\$2,498,577	22.00	22.00

Objective: To eliminate injuries and fatalities at mineral mine sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Serious personal injury-fatality rate on mineral mine sites.	0.14 (avg. CY 2000 - CY 2004)	<0.14 (avg. CY 2002 - CY 2006)
Percentage of safety violations successfully eliminated by the violations' due dates.	91.7% (avg. FY 2003 - FY 2005)	>=95% (FY 2007 - FY 2008)

Objective: To eliminate adverse environmental conditions and public safety hazards at mineral mine sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of mineral mine sites with no adverse off-site environmental damage or public safety hazards.	98.4% (avg. FY 2003 - FY 2005)	>=95% (avg. FY 2005 - FY 2007)
Percentage of environmental violations successfully eliminated by the violations' due dates.	81.4% (avg. FY 2003 - FY 2005)	>= 80% (FY 2007 - FY 2008)

Objective: To eliminate environmental and public safety hazards associated with orphaned mineral mines and bond forfeiture sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of orphaned mineral mine sites assessed with data entered into the orphaned mineral mine inventory.	52.4% (FY 2005)	>52.4% (FY 2007 - FY 2008; subject to available funding).
Percentage of orphaned mineral mine sites on which safety and health hazards have been eliminated.	2.8% (FY 2005)	>2.8% (FY 2007 - FY 2008; subject to available funding).

Gas and Oil Environmental Protection, Worker Safety and Land Reclamation

This service area implements the Virginia Gas and Oil Act and gas and oil regulations promulgated by the Virginia Gas and Oil Board and the Department of Mines, Minerals and Energy. The law and regulations protect the property ownership interests of persons owning gas and oil rights around gas and oil wells, and protect the public safety and health from possible environmental effects of gas and oil wells and gas gathering pipelines. Products and services include:

- Customer service, such as training, technical assistance, and information sharing.
- Inspection and enforcement of the gas and oil laws and regulations.
- Permitting gas and oil exploration and development wells, and gathering pipelines.
- Protection of property interests around gas and oil wells through pooling and unitization of property interests, and establishment of escrow accounts for unknown or unlocatable owners or where ownership of coalbed methane is contested.
- Regulatory development to establish minimum requirements for protection of correlative rights of gas and oil owners and operations, plugging and reclamation of gas and oil wells, and gathering pipeline sites.
- Land reclamation through use of financial guarantees to ensure proper reclamation on permitted sites and orphaned (abandoned) wells.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$831,931	\$831,931	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$33,196	\$33,196	0.00	0.00
<i>Provide funding and positions for three minerals specialists (inspectors)</i>	\$162,523	\$174,618	2.00	2.00
<i>Provide additional funding to address an increased workload in energy and mineral extraction programs</i>	\$72,996	\$72,996	0.00	0.00
Total for Service Area	\$1,100,646	\$1,112,741	11.00	11.00

Objective: To eliminate dangers to workers on gas and oil operations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of inspections finding unsafe acts on permitted gas and oil operations.	1.6% (FY 2005)	<= 2% (FY 2007 - FY 2008)

Objective: To eliminate adverse environmental conditions and public safety hazards resulting from gas and oil operations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of gas and oil sites with no adverse off-site environmental damage or public safety hazards.	99.9% (avg. FY 2001 - FY 2005)	>=95% (avg. FY 2003 - FY 2007)
Percentage of environmental violations successfully eliminated by the violations' due dates.	66.2% (avg. FY 2001 - FY 2005)	>=80% (avg. FY 2004 - FY 2008)

Objective: To provide effective and efficient services to the Virginia Gas and Oil Board and the Board's customers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent timely recordation and distribution of Virginia Gas and Oil Board orders.	100% (avg. FY 2003 - FY 2005)	100% (FY 2007 - FY 2008)

Coal Environmental Protection and Land Reclamation

This service area implements the Virginia Coal Surface Mining Control and Reclamation Act and attendant regulations. Virginia operates the coal surface mining regulatory program under approval (primacy) of the federal Office of Surface Mining. The law and regulations protect the public safety and health from the possible harmful environmental effects of coal mining operations. Products and services include:

- Customer service, such as training, technical assistance, and information sharing.
- Inspection and enforcement of the coal mine reclamation laws and regulations.
- Certification of blasters on surface coal mines.
- Permitting of coal mine sites and point-source pollution discharges to surface waters.
- Regulatory development to establish minimum requirements for operations on and reclamation of surface coal mine sites.
- Land reclamation through use of financial guarantees to ensure proper reclamation of permitted sites and use of the Abandoned Mine Land Program for coal mine lands abandoned before reclamation was required under the mining laws.
- Economic development support through assessing reclaimed mine land for residential, commercial, or industrial use and identification of coalfield resources (water, land, infrastructure) available for economic development uses.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,854,093	\$14,854,093	95.80	95.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$739,211	\$739,211	0.00	0.00
<i>Provide additional funding to address an increased workload in energy and mineral extraction programs</i>	\$205,528	\$205,528	0.00	0.00
Total for Service Area	\$15,798,832	\$15,798,832	95.80	95.80

Objective: To eliminate adverse environmental impacts and unsafe conditions related to permitted coal mine sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of coal mine sites with no adverse off-site environmental damage or public safety hazards.	95.1% (avg. FY 2001 - FY 2005)	>=95% (avg. FY 2003 - FY 2007)
Percentage of environmental violations successfully eliminated by the violations' due dates.	86.7% (avg. FY 2001 - FY 2005)	>= 80% (FY 2007 - FY 2008)

Objective: To eliminate public safety hazards and adverse environmental conditions from abandoned coal sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Funds added to Virginia's Abandoned Mined Land program through partnerships annually.	\$41,334 (avg. FY 2004 - FY 2005)	>= \$30,000 (FY 2007 - FY 2008)

Coal Worker Safety

This service area implements the Virginia Coal Mine Safety Act and attendant regulations. The coal mine safety laws and regulations protect workers on coal mines and other public affected by the operations from risks due to unsafe conditions and unsafe acts on the operations. Products and services include:

- Customer service, such as training, technical assistance, job safety analysis, and risk assessment.
- Inspection and enforcement of the coal mine safety laws and regulations.
- Certification of general coal mine workers and miners performing specialized coal mining tasks.
- Licensing of and approval of mining plans on coal mine sites.
- Regulatory development to establish minimum requirements for worker and public safety on coal mine sites.
- Emergency response to mine accidents.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,001,790	\$4,001,790	48.90	48.90
<i>Transfer centrally funded amounts to agency budgets</i>	\$186,450	\$186,450	0.00	0.00
<i>Provide additional funding to address an increased workload in energy and mineral extraction programs</i>	\$348,181	\$348,181	0.00	0.00
Total for Service Area	\$4,536,421	\$4,536,421	48.90	48.90

Objective: To eliminate unsafe practices and conditions, which contribute to accidents, injuries, and fatalities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Serious personal injury-fatality rate on coal mine sites.	0.46 (avg. CY 2000 - 2004)	<0.46 (avg. CY 2002 - CY 2006)
Percentage of safety violations eliminated by their due date.	96.2% (avg. FY 2001 - FY 2005)	>=95% (FY 2007 - FY 2008)

Objective: To improve the knowledge and skills of coal mine workers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of coal miners satisfied with DMME coal mine safety training.	70.2% (avg. FY 2004 - FY 2005).	>=70% (FY 2007 - FY 2008).

Objective: To improve the quality of emergency preparedness and emergency responses.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Violation rate of emergency response provisions of the Coal Mine Safety Act.	1.49 (avg. FY 2001 - FY 2005)	<= 1.5 (avg. FY 2003 - FY 2007)

Energy Conservation and Alternative Energy Supply Programs

This service area works to increase the use of alternative energy products and services, increase energy efficiency in state government operations, and improve other customers' ability to make informed choices related to energy efficiency and alternative energy uses, environment, and economic development activities. Products and services include:

- Customer service, such as training, technical assistance, education, helping with state government centralized electric, natural gas, and fuel oil purchasing, and emergency fuel supply management.
- Managing economic development incentives for solar industry development and providing information needed for new energy business development.
- Assisting energy extraction operators in developing new markets for their products and assisting mineral extraction operators reduce energy costs to improve productivity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,038,362	\$1,038,362	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$100,000	\$100,000	0.00	0.00
<i>Enhance assistance to agencies to execute additional energy savings contracts</i>	\$116,400	\$116,400	1.00	1.00
Total for Service Area	\$1,254,762	\$1,254,762	7.00	7.00

Objective: To increase the use of alternative energy products and services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent hybrid and alternative fueled vehicles used by participating governments in Virginia.	New measure. Baseline not yet established.	2% (FY 2007)

Objective: To increase energy efficiency in state government operations by 10% through June 30, 2006, when compared to 2002 baseline.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent decrease in energy use per square foot in state facilities.	8.9% (FY 2004)	10% (FY 2007)

General Management and Direction

This service area provides management direction and administrative support to the Department of Mines, Minerals and Energy’s other service areas. Products and services include:

- Customer assistance to other DMME staff, energy and mineral businesses, vendors, other federal, state and local agencies, and the general public.
- Regulatory development to establish minimum requirements for worker and public safety and operation and reclamation of mineral mine sites.
- Fee collection for permits, licenses, certifications, bonding, and land reclamation.
- Management and administrative support to ensure compliance with mandates and effective and efficient delivery of service to DMME’s customers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,659,707	\$2,659,707	29.30	29.30
<i>Transfer centrally funded amounts to agency budgets</i>	\$146,940	\$146,940	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$103,774	\$105,080	0.00	0.00
<i>Provide additional funding to address an increased workload in energy and mineral extraction programs</i>	\$145,753	\$145,753	0.00	0.00
Total for Service Area	\$3,056,174	\$3,057,480	29.30	29.30

Objective: To perform administrative functions in compliance with externally mandated and internal performance standards.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Findings in external audits.	0 (avg. FY 2001 - FY 2005)	0 (FY 2007 - FY 2008)

Objective: To provide for the most efficient and effective application of DMME’s resources.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Prompt pay compliance.	99.75% (FY 2005)	>=95% (FY 2007 - FY 2008)
Payroll processing accuracy.	98.8% (FY 2004)	>=98% (FY 2007 - FY 2008)
Vehicle maintenance time.	73% (FY 2004)	>=70% (FY 2007 - FY 2008)
Purchase order timeliness.	97.8% (FY 2004)	>=95% (FY 2007 - FY 2008)

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	100%, FY 2005	100%, 2006-2008 biennium.

Department of Minority Business Enterprise

Mission Statement

The Virginia Department of Minority Business Enterprise (DMBE) is dedicated to the establishment, preservation, and strengthening of minority-owned businesses. The DMBE was established to promote the growth and development of the Commonwealth's minority and disadvantaged business sectors by promoting a diverse business base that is profitable, efficient, and competitive, and that maximizes the opportunity for job creation. The DMBE is responsible for administering the Commonwealth's Small, Women, and Minority (SWAM) and disadvantaged business policies and programs and is empowered to certify SWAM and disadvantaged businesses. As part of the Commonwealth's Commerce and Trade Secretariat team, it is committed to assuring that Virginia is attractive to business leaders from around the world.

Agency Goals:

- The Agency's goal for P.A.C.E. is to successfully administration and management of the Capital Access Fund for Disadvantaged Businesses in a manner that results in 4 or more sound loans per year.
- The goal for Certification is to increase the number certification of Small, Woman, and Minority (SWAM) Businesses and Disadvantaged Businesses (DBE) by 25%.
- The goal for Outreach is to provide assistance to SWAM firms that would produce greater participation in State procurement with SWAM certified firms.
- The goal for Procurement Reporting and Coordination is to produce the SWAM Quarterly Reports within 30 day of the end of the quarter as a tool, along with the Procurement Advocate, to assist agencies in meeting their SWAM goals.

Customers Served:

- Small Business Enterprises
- Women-owned Business Enterprises
- Minority-Owned Business Enterprises
- Disadvantaged Business Enterprises (DBE)
- State Agencies
- Federal Agencies
- Local Governments
- Voluntary Organizations/Trade Associations
- Colleges and Universities, HBCU
- Private Contractors
- Legislators
- Governor

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$325,744	\$926,151	\$1,251,895	\$1,129,345	\$122,550	19.00
FY 2004	\$319,322	\$923,302	\$1,242,624	\$946,807	\$295,817	19.00
FY 2005	\$435,013	\$0	\$435,013	\$1,450,069	(\$1,015,056)	7.50
FY 2006	\$463,163	\$0	\$463,163	\$1,478,216	(\$1,015,053)	7.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$463,163	\$0	\$463,163	\$410,339	\$52,824	7.50
FY 2007 Addenda	\$231,532	\$1,380,354	\$1,611,886	\$1,357,241	\$254,645	21.50
FY 2007 TOTAL	\$694,695	\$1,380,354	\$2,075,049	\$1,767,580	\$307,469	29.00
FY 2008 Base Budget	\$463,163	\$0	\$463,163	\$410,339	\$52,824	7.50
FY 2008 Addenda	\$231,323	\$1,380,354	\$1,611,677	\$1,357,241	\$254,436	21.50
FY 2008 TOTAL	\$694,486	\$1,380,354	\$2,074,840	\$1,767,580	\$307,260	29.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$12,972 (GF) and \$42,111 (NGF).

► **Reflect the transfer of amounts between agencies**

Transfers funding and positions from the Department of Business Assistance to reflect the Department of Minority Business Enterprise's independent status and from the Department of Transportation to implement the U.S. Department of Transportation's disadvantaged business enterprise certification process. For 2007, \$200,408 (GF), \$1.3 million (NGF), and 21.5 positions. For 2008, \$200,408 (GF) and \$1.3 million (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$18,152 (GF). For 2008, \$17,943 (GF).

Agency Service Areas:

Minority Business Enterprise Procurement Reporting and Coordination

The Department works closely with the Department of Accounts and the Department of Information Technology to obtain and provide information regarding the Commonwealth's procurement of goods and services from SWAM firms.

The annual Procurement Report summarizes the amount of purchasing dollars state agencies spent with SWAM businesses, related to total agency dollars spent on procurement for the year. In the past, the Procurement Reports only report upon purchases from ethnic minorities. Ethnic minorities are highly visible and extremely important groups that must be tracked and measured by a number of measures: year-over-year growth, the number of contracts obtained, the size of the contracts, the number of solicitations, and number of different firms contacted in each of the aforementioned categories. The Governor's Executive Order 029 established a quarterly reporting cycle for the Agencies and required the data on Small business enterprises, Women-owned business enterprise, And Minority business enterprises (SWAM). The Department is the focal point for collecting and reporting this information to the Governor.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$235,203	\$235,203	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$9,629	\$9,629	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	\$162,170	\$162,170	2.00	2.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$18,152	\$17,943	0.00	0.00
Total for Service Area	\$425,154	\$424,945	6.00	6.00

Objective: Produce quarterly small, women, and minority-business (SWAM) reports for Secretarial and Governor use.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of executive branch agencies filing quarterly reports.	100% Executive Branch agencies participation.	100% of Executive Branch agencies reporting quarterly on SWAM procurement.

Minority Business Enterprise Outreach

Outreach to the SWAM and DBE communities is a matter of reaching those whom the Department was created to help. The primary reason for Outreach is to improve the citizens of the Commonwealth's knowledge of the agency's programs and services, the Agency's visibility, and customer perception. By implementing an effective marketing strategy and customer feedback mechanism targeted to state government partners and SWAM and DBE businesses; local, county and federal procurement officers; corporate MBE program directors; the Agency's personnel will educate agency customers on ways to access and utilize agency services. The overall advocacy mission of the Department will be shared with stakeholders through marketing presentations at conferences and seminars. The Office of the Director is the primary point of contact for coordinating all agency media relations, and developing print and broadcast materials for effective public relation campaigns.

The Outreach staff seeks to identify SWAM businesses for the agency's certification program. It also works with MBEs, WBEs and DBEs in its capacity as a partner with VDOT, Metropolitan Washington Airport Authority, (MWAA), and other recipients of U.S. Transportation funds, under the Unified Certification Program, which has certain obligations to assure participation of all MWD/BEs in federally, funded I transportation programs. The Department also works with state, local, federal and private entities that see the Department's assistance with establishing an affirmative outreach program or identification of SWAM and DBE firms to provide goods or services.

As part of its outreach efforts, the Department provides a number of discrete services. They are as follows:

- Certified Businesses and Specialized Vendor Lists

The Department's primary publication is the VDMBE Minority Vendors List. The requests for this publication come from various places: state and local governments, private firms seeking to incorporate minority firms in their bids, and procurement officers seeking to assure that minorities know about an IFB or RFP. There are enormous requests for Specialized Vendor Lists of Certified Businesses from the state and local governments as well as private firms. The Department's has made the list available on its website for downloading and has provided user with a means to search the list of Certified Businesses.

- Management Assistance and Technical Assistance to SWAM and DBE firms

The Department conducts business assessments of SWAM and DBE firms to determine the type of management assistance needed. The assessment determines the sufficiency of the firm's organizational structure, management team, business model, market and/or distribution area, and their business capacity to create value.

The Department's technical assistance range from engaging select firms in a core curriculum designed to improve business operation to providing highly specialized direct services to assess internal controls, manufacturing and processing, estimating, bidding, cost analysis, and distribution.

The management assistance and technical assistance are extended to the field, when possible, where the assistance is applied to the project.

- Other Services

Mentoring, Marketing, Financial Assistance, and Training directly or through Workshops, Seminars, Conferences and one on one counseling and access to the Department's Procurement Opportunities Database and Plans Room.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Transfer centrally funded amounts to agency budgets</i>	\$28,330	\$28,330	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	\$1,078,071	\$1,078,071	14.00	14.00
Total for Service Area	\$1,106,401	\$1,106,401	14.00	14.00

Objective: Provide assistance to certified small, women, and minority-owned businesses.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of businesses assisted	Number of firms assisted in FY 2005 (33,800 firms)	35,000 of firms assisted in FY 2007.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	The 2005 percentage calculated based on the agency scorecard: 60%	100% FY 2007

Minority Business Enterprise Certification

Certification of SWAM firms and the certification of DBE firms

Certification of SWAM firms and DBE certification, Lists of certified businesses, and a declaration of the certification process are the most sought after products the agency delivers to its customers. The Department is the primary agency for the Commonwealth's SWAM certification. The agency assist DBE firms in establishing validation of their business capacity through certification with the Commonwealth of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$201,869	\$201,869	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$15,882	\$15,882	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	\$272,319	\$272,319	5.00	5.00
Total for Service Area	\$490,070	\$490,070	8.00	8.00

Objective: To provide state certification to minority-owned, women-owned, small and disadvantaged business enterprises in order to increase their opportunities to do business with the state.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of certified businesses	The number of certified firms at the end of FY05 (4769).	The number of certified firms at the end of FY07 (greater than 6000).

Capital Access Fund for Disadvantaged Businesses

In accordance with the legislative mandate, the Virginia Department of Minority Business Enterprise has aggressively focused on the development of the Capital Access Fund for Disadvantaged Businesses. This is the foundation of the Department's Providing Access to Capital for Entrepreneurs Program. (P.A.C.E). The goal of the P.A.C.E. program is to expand the purview of the Department of Minority Business Enterprise through the provision of critically important financial resources for disadvantaged entrepreneurs. The Department has leveraged the current funding of \$200,000 for loan guarantees into loans totaling over \$500,000 from the Program's lenders. The successful implementation of the PACE Program is facilitated through building and maintaining effective partnerships with a committed network of lenders, as well as with funding of the Capital Access Fund for Disadvantaged Businesses to the \$1,000,000 level, as indicated at the inception of the Fund.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$26,091	\$26,091	0.50	0.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,242	\$1,242	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	\$26,091	\$26,091	0.50	0.50
Total for Service Area	\$53,424	\$53,424	1.00	1.00

Objective: To provide means for individuals with diminished capital and credit opportunities to compete in a competitive market area.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Total number of new loans	One loan achieved in FY 2005	The measure target is two new loans in FY 2007.

Department of Professional and Occupational Regulation

Mission Statement

The Department of Professional and Occupational Regulation's mission is to protect the health, safety and welfare of Virginians, while promoting a competent workforce, productive economy and fair housing opportunities.

Agency Goals:

- Promote a positive business climate by helping citizens succeed in their chosen professions and ensuring a competent workforce through the issuance of licenses, certifications and registrations for the authorized practice of regulated professions.
- Protect the public and promote fair housing opportunities by preventing statutory and regulatory violations and resolving complaints against regulated professionals who fail to comply with minimal standards of practice.
- Enhance organizational effectiveness and improve the quality of customer service in all programs through efficient delivery of administrative support for agency functions while increasing awareness of DPOR's mission, activities and services.

Customers Served:

- Regulators (individuals/businesses holding licenses, certifications, registrations, and other authorizations)
- Applicants (potential licensees)
- Board Members
- Local, state and federal government offices and agencies
- Affiliated trade and professional organizations
- Complainants
- Employees

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$10,687,711	\$10,687,711	\$7,876,261	\$2,811,450	136.00
FY 2004	\$0	\$10,920,608	\$10,920,608	\$7,884,276	\$3,036,332	137.00
FY 2005	\$0	\$11,472,485	\$11,472,485	\$8,210,202	\$3,262,283	137.00
FY 2006	\$0	\$13,286,379	\$13,286,379	\$8,625,005	\$4,661,374	144.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$13,286,379	\$13,286,379	\$8,954,784	\$4,331,595	144.00
FY 2007 Addenda	\$0	\$2,405,197	\$2,405,197	\$878,197	\$1,527,000	3.00
FY 2007 TOTAL	\$0	\$15,691,576	\$15,691,576	\$9,832,981	\$5,858,595	147.00
FY 2008 Base Budget	\$0	\$13,286,379	\$13,286,379	\$8,954,784	\$4,331,595	144.00
FY 2008 Addenda	\$0	\$2,407,070	\$2,407,070	\$895,070	\$1,512,000	3.00
FY 2008 TOTAL	\$0	\$15,693,449	\$15,693,449	\$9,849,854	\$5,843,595	147.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$691,680 (NGF).

► Adjust appropriation for increased fee revenue

Adjusts the agency budget to reflect increased fee revenue estimates. For each year, \$1.5 million (NGF).

► **Appropriate revenue from increases in applications and licensees**

Adds positions and funding to address increases in the number of individuals and businesses regulated by the department and increases in the volume of license applications the department receives. For 2007, \$213,517 (NGF) and three positions. For 2008, \$215,390 (NGF).

Agency Service Areas:

Licensure, Certification, and Registration of Professions and Occupations

The licensure, certification and registration service area maintains clear licensure requirements and standards, and issues licenses, certifications and registrations for the authorized practice of regulated professions and occupations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,179,861	\$4,179,861	55.00	55.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$232,404	\$232,404	0.00	0.00
<i>Adjust appropriation for increased fee revenue</i>	\$394,191	\$394,191	0.00	0.00
Total for Service Area	\$4,806,456	\$4,806,456	55.00	55.00

Objective: Issue licenses, certifications, registrations and other authorizations to individuals and businesses in an efficient manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cost per regulant	\$74.22 per licensee for the 2002-04 biennium.	Maximum of 8.6% increase for the 2004-06 biennium. (Based on 75% of average biennial expenditure increases, adjusted for one-time or non-discretionary costs.)

Objective: Regulate professions and occupations in an effective manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Frequency of regulation review	Per Executive Order 21, all regulations must be reviewed once every four years	At least once every four years

Enforcement of Licensing, Regulating and Certifying Professions and Occupations

The enforcement of licensing, regulating and certifying service area investigates, ascertains probable cause, and processes complaints of violations of statutory and regulatory requirements including possible violations of fair housing laws that prohibit discriminatory practices in residential housing.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,255,459	\$4,255,459	51.00	51.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$261,455	\$261,455	0.00	0.00
<i>Adjust appropriation for increased fee revenue</i>	\$182,152	\$182,152	0.00	0.00
Total for Service Area	\$4,699,066	\$4,699,066	51.00	51.00

Objective: Investigate and resolve complaints efficiently to bring regulants and non-licensed practitioners into compliance.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of regulatory and unlicensed activity complaint respondents brought into compliance	In FY05, 24% of regulatory and unlicensed activity complaint respondents were brought into compliance.	Increase regulatory and unlicensed cases ending in compliance by 2% annually.

Objective: Investigate and resolve fair housing complaints to enforce fair housing laws effectively.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of fair housing cases closed within 150 days	In 2004, 45% of all fair housing cases were closed within 150 days.	In FY06, 50% of all fair housing cases closed within 150 days

Administrative Services

The administrative services area conducts efficient and effective business and administrative support functions in support of functional activities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,851,059	\$4,851,059	38.00	38.00
Transfer centrally funded amounts to agency budgets	\$197,821	\$197,821	0.00	0.00
Adjust appropriation for increased fee revenue	\$923,657	\$923,657	0.00	0.00
Appropriate revenue from increases in applications and licensees	\$213,517	\$215,390	3.00	3.00
Total for Service Area	\$6,186,054	\$6,187,927	41.00	41.00

Objective: Manage resources effectively and comply with legal, state and operational requirements to achieve agency goals.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Auditor of Public Accounts and Department of Accounts audit results	No repeat findings (audit points)	No repeat findings (audit points)

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Governor's Management Scorecard	100% based on DPOR's score on the 2005 Governor's Management Scorecard	100% score on all scorecard measures

Virginia Economic Development Partnership

Mission Statement

To enhance the quality of life and raise the standard of living for all Virginians, in collaboration with Virginia communities through aggressive business recruitment, expansion assistance, and trade development, thereby building the tax base and creating higher income employment opportunities.

Agency Goals:

- To recruit new and expanding businesses to invest dollars and create jobs in Virginia and promote Virginia products and services.

Customers Served:

- Virginia Communities
- A. VEDP's customer base is so large and diverse and the VEDP serves its customers in such a variety of ways, it is not practical to assign numerical values to its potential or served customers.
- Virginia, U.S., and International Businesses

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$14,341,758	\$0	\$14,341,758	\$0	\$14,341,758	0.00
FY 2004	\$14,486,241	\$0	\$14,486,241	\$0	\$14,486,241	0.00
FY 2005	\$15,933,880	\$0	\$15,933,880	\$0	\$15,933,880	0.00
FY 2006	\$15,616,939	\$0	\$15,616,939	\$0	\$15,616,939	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$15,616,939	\$0	\$15,616,939	\$0	\$15,616,939	0.00
FY 2007 Addenda	\$2,260,762	\$0	\$2,260,762	\$0	\$2,260,762	0.00
FY 2007 TOTAL	\$17,877,701	\$0	\$17,877,701	\$0	\$17,877,701	0.00
FY 2008 Base Budget	\$15,616,939	\$0	\$15,616,939	\$0	\$15,616,939	0.00
FY 2008 Addenda	\$1,060,762	\$0	\$1,060,762	\$0	\$1,060,762	0.00
FY 2008 TOTAL	\$16,677,701	\$0	\$16,677,701	\$0	\$16,677,701	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$681,888 (GF).
- ▶ **Eliminate funding for the Virginia Commission on Military Bases**
Eliminates funding for the Virginia Commission on Military Bases. The Commission's work will be completed by the end of 2006. For each year, a reduction of \$303,000 (GF).
- ▶ **Reflect the transfer of amounts between agencies**
Transfers funding from the Virginia Tourism Authority to attract motor sports-related businesses to Virginia and from Central Appropriations for Virginia Modeling and Simulation Center marketing and for the Hampton Roads Partnership. For each year, \$475,000 (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For each year, \$6,874 (GF).
- ▶ **Provide additional funding for advertising**
Provides additional funding for advertising. The funding would be used for research, media strategy, and message development; advertising production; and media placement. For 2007, \$1.0 million (GF).
- ▶ **Provide additional funding to develop business development international markets**
Provides additional funding for the Partnership to work with local and regional economic development offices, other state agencies, universities, and private sector partners to establish a physical presence in both China and India. Of the funding provided, \$100,000 will be used for research to identify business sectors and individual companies in those sectors that are ready to consider expanding operations outside their own countries. The other \$100,000 will be used for marketing activities, such as direct contact trips, seminars, events, and print materials to communicate Virginia's many business-ready assets. For 2007, \$200,000 (GF).
- ▶ **Provide additional funding to offset foreign currency losses**
Provides additional funding to offset foreign currency losses. Because of the Partnership's considerable presence in world markets, it is impacted by currency fluctuations associated with world economic conditions. Since 2003 the value of the dollar compared to the Euro, Yen, and Won has fallen almost 30 percent. For each year, \$200,000 (GF).

Agency Service Areas:

Financial Assistance for Economic Development

This area is used exclusively to disburse pass-through type funding. VEDP disburses funds to the recipients as directed by the Appropriations Act. For example, VEDP disburses \$100,000 to the Virginia Commercial Space Flight Authority in 4 equal quarterly installments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$100,000	\$100,000	0.00	0.00
Total for Service Area	\$100,000	\$100,000	0.00	0.00

Objective: Pass through State funds to other economic development entities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Make periodic payments to other State economic development entities in a timely and accurate manner	25% of funds paid each quarter of FY05	25% of funds paid each quarter in FY07

Economic Development Services

VEDP has one significant service area, Economic Development Services. The other service area, Financial Assistance for Economic Development, is only funded with pass-through funds over which VEDP has no control. All narrative entries that follow are consistent with the "Agency Strategic Plan Structure."

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,516,939	\$15,516,939	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$681,888	\$681,888	0.00	0.00
<i>Eliminate funding for the Virginia Commission on Military Bases</i>	(\$303,000)	(\$303,000)	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	\$475,000	\$475,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$6,874	\$6,874	0.00	0.00
<i>Provide additional funding for advertising</i>	\$1,000,000	\$0	0.00	0.00
<i>Provide additional funding to develop business development international markets</i>	\$200,000	\$0	0.00	0.00
<i>Provide additional funding to offset foreign currency losses</i>	\$200,000	\$200,000	0.00	0.00
Total for Service Area	\$17,777,701	\$16,577,701	0.00	0.00

Objective: Assist new and existing companies in making investments in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Dollars invested by new and existing companies	Average goal for years FY2001 through FY2005 = \$2.2 billion	\$2.75 billion invested by new and existing companies in FY2007.

Objective: Assist new and existing companies in creating jobs in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Jobs created by new and existing Companies	Average goal for years FY2001 through FY2005 = 24,000 jobs	28,000 jobs created by new and existing companies in FY2007

Objective: Assist Virginia companies in increasing international sales of their products and services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Companies actively counseled or that have participated in a Trade event	Average goal for years FY2001 through FY2005 = 227 Companies	250 companies counseled or have participated in a Trade event in FY2007

Objective: Engage Virginia companies to participate in the Virginia Leaders in Export Trade (VALET) Program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Companies participating in the Virginia Leaders in Export Trade (VALET) program	Average goals for years FY2004 and FY2005 = 30	30 companies participating in the VALET program for FY2007

Objective: Engage Virginia companies, particularly in economically distressed communities, to participate in the Accessing International Markets (AIM) program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Companies participating in the Accessing International Markets (AIM) program	The baseline is set by program capacity, which is currently 10 companies annually.	10 companies participating in the AIM program for FY2007

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as "Meets Expectations" for VEDP	100% of "Meets Expectations" achieved by VEDP in the criteria of the Governor's Management Scorecard for FY05.	100% of the Governor's Management Scorecard criteria designated as "Meets Expectations in FY07."

Virginia Employment Commission

Mission Statement

The Virginia Employment Commission's mission is to promote economic growth and stability by delivering and coordinating workforce services to include:

- Policy development
- Job placement services
- Temporary income support
- Workforce information
- Transition and training services

To accomplish our mission, we will:

- Partner with our stakeholders
- Develop and empower staff
- Improve our processes
- Embrace innovative solutions and technologies
- Continually renew our organization

Agency Goals:

- Lead the development and implementation of the state workforce system.
- Develop a high performance and customer focused agency workforce.
- Strengthen and expand the agency's internal and external communications.
- Create efficient and aligned business processes and service delivery systems.

Customers Served:

- Employers
- Job Seekers and Workers
- Federal, State, and Local Government Entities
- Workforce Investment Act Participants

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$80,689	\$481,105,600	\$481,186,289	\$60,082,719	\$421,103,570	1,001.00
FY 2004	\$79,807	\$483,424,954	\$483,504,761	\$60,082,719	\$423,422,042	1,001.00
FY 2005	\$180,637	\$597,067,403	\$597,248,040	\$68,433,107	\$528,814,933	1,068.50
FY 2006	\$80,637	\$571,774,099	\$571,854,736	\$68,663,803	\$503,190,933	1,042.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$80,637	\$571,774,099	\$571,854,736	\$66,535,371	\$505,319,365	1,042.50
FY 2007 Addenda	\$1,530	\$40,816,368	\$40,817,898	(\$6,738,968)	\$47,556,866	-5.00
FY 2007 TOTAL	\$82,167	\$612,590,467	\$612,672,634	\$59,796,403	\$552,876,231	1,037.50
FY 2008 Base Budget	\$80,637	\$571,774,099	\$571,854,736	\$66,535,371	\$505,319,365	1,042.50
FY 2008 Addenda	\$1,530	\$52,948,502	\$52,950,032	(\$6,738,968)	\$59,689,000	-5.00
FY 2008 TOTAL	\$82,167	\$624,722,601	\$624,804,768	\$59,796,403	\$565,008,365	1,037.50

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1,530 (GF) and \$4.9 million (NGF).
- ▶ **Decrease federal appropriation to reflect reductions in federal grant funding**
Reduces agency appropriation to reflect reductions in federal grant funding. For each year, a reduction of \$15.4 million (NGF).
- ▶ **Transfer five positions to the Department of Rehabilitative Services**
Transfers five positions to the Department of Rehabilitative Services (DRS) to implement the Disability Navigator Program, which is designed to address the needs of individuals with disabilities who seek training and employment opportunities through the One-Stop Center system established by the Workforce Investment Act. For 2007, a reduction of five positions.
- ▶ **Increase nongeneral fund appropriation for unemployment insurance benefits**
Adjusts the agency's nongeneral fund appropriation to reflect the projected 2007 and 2008 unemployment insurance benefit payments. The commission routinely projects the effect that changes in Virginia's economy and workforce will have on unemployment insurance benefit payments. For 2007, \$12.9 million (NGF). For 2008, \$29.6 million (NGF).
- ▶ **Appropriate Special Reed Act funding to upgrade unemployment insurance systems**
Provides a Special Reed Act Fund appropriation to upgrade the agency's unemployment insurance systems. The current systems that the agency operates for benefits, tax, and wage records are antiquated and expensive to maintain. By modernizing the unemployment insurance systems, the agency will be able to respond to new legislative requirements on a more timely basis and the agency would be in a position to mitigate business risks associated with operating the antiquated and inflexible systems. For 2007, \$25.0 million (NGF). For 2008, \$20.0 million (NGF).
- ▶ **Appropriate Special Reed Act funding for procurement of a web based financial/accounting system**
Provides a Special Reed Act Fund appropriation to procure a web based financial/ accounting system. The agency's existing accounting system is complex, inflexible, fragile, and not user friendly. Due to the system's age and the number of changes made over the years, the agency has been experiencing an increased frequency of system problems and delays. An upgraded system will meet federal reporting requirements and interface with the Commonwealth's Accounting and Reporting System. For 2007, \$2.5 million (NGF). For 2008, \$500,000 (NGF).

- ▶ **Appropriate Special Reed Act funding to replace the existing Virginia Workforce Network Information System**
Provides a Special Reed Act Fund appropriation to replace the existing Virginia Workforce Network Information System (VWNIS) with a modern state-of-the-art workforce management information system. The current management information system has become the limiting factor in moving the vision of a unified workforce system forward within the Commonwealth. A new workforce management information system will provide the Virginia Workforce Network with the ability to integrate the Workforce Investment Act (WIA), Wagner-Peyser Trade Act, Virginia Initiative for Employment not Welfare (VIEW) and Labor Market Information (LMI) programs and other essential workforce system programs and components under a common information system. For 2007, \$3.1 million (NGF).
- ▶ **Appropriate Special Unemployment Compensation Administrative funding and Special Reed Act funding for administration of the Unemployment Insurance Program**
Appropriates Special Unemployment Compensation Administrative funding and Special Reed Act funding for administration of the Unemployment Insurance Program. The U.S. Department of Labor has reduced the funding available to the states. Due to these reductions, the agency anticipates a \$13.4 million shortfall in its Unemployment Insurance Program during the biennium. Along with internal cost saving measures, the recommended appropriation will reduce the projected deficit. For 2007, \$4.1 million (NGF). For 2008, \$7.6 million (NGF).
- ▶ **Appropriate Special Reed Act funding for administration of the Job Services Program**
Provides a Special Reed Act Fund appropriation for administration of the Job Services Program. The U.S. Department of Labor has reduced the funding available to the states. Due to these reductions, the agency anticipates a \$7.9 million shortfall in its Job Services Program during the biennium. Along with internal cost saving measures, the recommended appropriation will reduce the projected deficit. For 2007, \$3.7 million (NGF). For 2008, \$5.7 million (NGF).

Agency Service Areas:

Job Placement Services

This service area implements programs and processes that provide assistance to employers, who are seeking to hire qualified workers and to workers who are seeking employment. The Employment Service (or Job Service), established by the Wagner-Peyser Act of 1933, makes available job search assistance to individuals, and recruiting and referral services to employers. Services to employers include screening and referring applicants for job vacancies, and providing critical labor market information for business and economic planning. Employers may participate in local Employer Advisory Committees in order to become aligned closer with VEC and give feedback on the delivery of services. Services to workers include job referral and placement, referral to training, and job search skills building activities. Services are available universally to anyone eligible to work in the United States.

Special programs and services administered by VEC on behalf of job seekers and employers that provide job placement services for special groups include:

- Case management, placement assistance, and transition services for veterans of military service, regardless of when the service occurred. Veterans of the U.S. military receive priority of service, in accordance with Federal law and regulations, in all of the job placement services.
- Certification of agricultural and non-agricultural foreign workers.
- Rapid response assistance for displaced workers from businesses who are downsizing a significant number of workers, or who are going out of business. Support is also provided for the impacted business as well.
- Provision of services to migrant and seasonal farm workers.
- Job placement and unemployment assistance to workers and businesses who are impacted by US import/export policies that result in downsizing a workforce or going out of business.
- Also, included are the administrative and support services necessary to support the functions of this service area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$36,114,767	\$36,114,767	372.50	372.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,768,180	\$1,768,180	0.00	0.00
<i>Decrease federal appropriation to reflect reductions in federal grant funding</i>	(\$3,339,523)	(\$3,339,523)	0.00	0.00
<i>Transfer five positions to the Department of Rehabilitative Services</i>	\$0	\$0	-5.00	-5.00
Total for Service Area	\$34,543,424	\$34,543,424	367.50	367.50

Objective: 1. Measure and report the number of job seekers, who successfully find new employment after receiving job placement services from the VEC.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Entered Employment rate	New Measure; baseline will be established using FY06 data.	Meet or exceed FY06 baseline for each quarter of FY07

Unemployment Insurance Services

This Service Area implements programs and processes that provide temporary income assistance to qualified individuals that become unemployed or are faced with reduced employment. The main objectives for this Service Area are to alleviate hardship for the unemployed, prevent unemployment, promote reemployment and provide stability to the economy. The Unemployment Insurance System was created by the Social Security Act of 1935 in response to chaotic economic conditions created by the “Great Depression.” The program was established and continues today as a joint partnership between the states and the federal government. It is administered by states with oversight by the U.S. Department of Labor. The federal government collects the Federal Unemployment Tax (FUTA) to administer the state-run Employment Security Programs nationwide. The states are required to collect state unemployment taxes that are placed in a Trust Fund from which benefits are paid to eligible unemployed workers. Federal law provides certain requirements and guidelines but individual states determine many requirements related to eligibility, benefit levels, and tax rates for employers.

In addition to the state Unemployment Insurance Program this Service Area administers the following federal temporary income assistance programs:

- UCFE – Unemployment Compensation for Former Federal Employees.
- UCX – Unemployment Compensation for Ex-Military Personnel
- DUA – Disaster Unemployment Assistance
- TRA/TAA – Unemployment Assistance to workers impacted by U.S. import/export policies that result in downsizing and business closures.
- Federal Extended Benefits – Federal legislated programs that provide additional income assistance to individuals unemployed for long periods due to severe economic conditions.
- Administratively this Service Area is organized into three components:
- Tax – This component establishes employer liability for state UI taxes used to fund the benefits paid to eligible claimants, collects UI taxes when due, monitors employer accounts through a program of audits, and follows up on delinquent accounts for collection.
- Benefits – This component determines eligibility for unemployment insurance benefits when claims are filed, adjudicates eligibility issues, and pays benefits when due.
- Appeals – This component handles resolution of disputed UI claims through a two-tiered appeals process (First Level Appeals and Commission Appeals). The Office of Commission Appeals is the final administrative adjudicative authority in disputed benefit and tax liability cases.

Additionally, this Service Area operates several programs to maximize integrity, detect fraud, and determine over/under payments:

- Benefit Payment Control Program
- Eligibility Review Program
- Benefit Accuracy Measure Program
- Also, included are the administrative and support services necessary to support the functions of this service area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$485,299,535	\$485,299,535	543.00	543.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,577,103	\$2,577,103	0.00	0.00
<i>Decrease federal appropriation to reflect reductions in federal grant funding</i>	(\$19,585,532)	(\$19,585,532)	0.00	0.00
<i>Increase nongeneral fund appropriation for unemployment insurance benefits</i>	\$12,888,570	\$29,588,570	0.00	0.00
<i>Appropriate Special Reed Act funding to upgrade unemployment insurance systems</i>	\$25,000,000	\$20,000,000	0.00	0.00
<i>Appropriate Special Reed Act funding for procurement of a web based financial/accounting system</i>	\$2,500,000	\$500,000	0.00	0.00
<i>Appropriate Special Reed Act funding to replace the existing Virginia Workforce Network Information System</i>	\$3,067,866	\$0	0.00	0.00
<i>Appropriate Special Unemployment Compensation Administrative funding and Special Reed Act funding for administration of the Unemployment Insurance Program</i>	\$4,100,000	\$7,600,000	0.00	0.00
<i>Appropriate Special Reed Act funding for administration of the Job Services Program</i>	\$3,700,000	\$5,700,000	0.00	0.00
Total for Service Area	\$519,547,542	\$531,679,676	543.00	543.00

Objective: Meet or exceed the United States Department of Labor standard of 87 percent for first payments of unemployment insurance benefits made within 14 days of the first compensable week.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
First payment time lapse. Payments were made within 14 days of the first compensable week.	86.7% (CY2004)	Equal to or greater than 87% for CY2006 & CY2007

Workforce Development Services

The Workforce Development Services Area includes intensive and training services for the employers, job seekers and workers of Virginia delivered through a one-stop delivery system known as the Virginia Workforce Network. Internally, they are combined with the services of the Job Placement, Unemployment Insurance and Economic Development areas. The network is present in 17 geographically based local workforce areas that cover all of Virginia, with approximately 40 comprehensive service center locations.

This service area includes the Adult, Dislocated Worker and Youth activities of the Workforce Investment Act, as well as the Trade and Veterans Programs. Combined, these programs represent 7 of the 14 workforce programs that are administered by various State agencies and required by the Workforce Investment Act to be present and participate in a one-stop delivery system. By leveraging services and resources through unified planning for these 7 programs within a single agency, the Virginia Employment Commission is well positioned to be Virginia's first choice in workforce services as stated in the agency vision.

Beyond program service provision, this Service Area is responsible for building the integrated delivery system that coordinates the various programs delivered by other State agencies through the Virginia WORKforce Network. In addition, the Service Area provides staff assistance to the Virginia Workforce Council in order to allow that body to meet its charge to act as the principal advisor to the Governor regarding the workforce development system and its efforts to create a strong workforce aligned with employer needs.

Also, included are the administrative and support services necessary to support the functions of this service area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$41,240,772	\$41,240,772	40.00	40.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$189,785	\$189,785	0.00	0.00
<i>Decrease federal appropriation to reflect reductions in federal grant funding</i>	\$6,155,160	\$6,155,160	0.00	0.00
Total for Service Area	\$47,585,717	\$47,585,717	40.00	40.00

Objective: To match citizen job seekers and workers with the jobs available and in demand in the employer community by providing a well-trained workforce through the collaborative efforts of a state workforce system.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Employment Retention Rate. Retention rate for adult customers that enter employment after completion of a program and remain employed for at least 6 months.	80% (FY2005)	Equal to or greater than 80%

Workforce System Organization Services

This service area implements the demand-driven workforce development system that produces a workforce with the required skills to maintain and enhance the state and regional economies. Products and services include:

- Single point of entry for workforce and career services for employers, workers and job seekers (one stop workforce service delivery system).
- Timely data collection and analysis of state and workforce area demographic, economic and educational trends.
- Capacity building for all partners, such as training, technical assistance, professional certification and conferences.
- Linking workforce development strategies with economic development initiatives.
- Linkages with mandatory and optional workforce service delivery partners, such as other state/local agencies, education providers, and local government officials
- Strategic planning to create systems change to better meet the workforce development needs of employers and other customers.
- Workforce systems policy development for statewide strategic direction, consistency and efficiency.
- Support the Office of the Governor's Special Advisor for Workforce Development.
- Workforce Information Services
- Also, included are the administrative and support services necessary to support the functions of this service area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,575,447	\$6,575,447	39.00	39.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$185,041	\$185,041	0.00	0.00
<i>Decrease federal appropriation to reflect reductions in federal grant funding</i>	\$1,775,992	\$1,775,992	0.00	0.00
Total for Service Area	\$8,536,480	\$8,536,480	39.00	39.00

Objective: Integrate workforce services at the state level and workforce service delivery at the local level.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of comprehensive Virginia Workforce Centers in VEC facilities which have integrated services.	New Measure. Baseline data not available. Baseline will be established using FY2007 data.	Exceed FY07 baseline by 10%

Objective: Identify, obtain, and leverage resources to promote economic growth and provide quality workforce services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer satisfaction rate with Virginia Workforce Network System.	New measure baseline data not available. Baseline will be established using FY06 data.	Exceed FY06 baseline by 1% in FY07

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	80%, FY 2005	100%, 2006-2008 biennium.

Economic Information Services

Virginia's labor market information system is an essential part of its economic infrastructure, providing information about employment, jobs, and workers to a wide range of users. In cooperation with the Bureau of Labor Statistics and other federal agencies, the VEC produces this information.

VEC's EIS Division collects, analyzes and publishes data relating to all aspects of Virginia's labor market. The many users of this information include employers, jobseekers, policy makers and analysts, economic developers, economists, and planners. The data collected and reported by the EIS Division includes Current Employment Statistics; Covered Employment and Wages; Local Area Unemployment Statistics; Occupational Employment Statistics and Wages; and Mass Layoff Statistics. The State Data Center, which develops Virginia's population projections and is a repository of census information, is another of the VEC's economic information programs.

VEC economists prepare economic forecasts and analyze recent trends for inclusion in various agency publications. Two capabilities of the EIS Division are economic impact analyses using the Impact Analysis for Planning Model and Geographic Information Systems mapping. Staff provides economic and demographic information and analysis on request, or customers may access labor market information through Virginia's Electronic Labor Market Access System on the VEC's website (<http://www.VaEmploy.Com/>). The EIS Division is also responsible for the statewide employment statistics system under the Workforce Investment Act of 1998. Also, included are the administrative and support services necessary to support the functions of this service area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,624,215	\$2,624,215	48.00	48.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$227,748	\$227,748	0.00	0.00
<i>Decrease federal appropriation to reflect reductions in federal grant funding</i>	(\$392,492)	(\$392,492)	0.00	0.00
Total for Service Area	\$2,459,471	\$2,459,471	48.00	48.00

Objective: To compute and release to the public the statewide unemployment rate and the rates for all Virginia cities and counties, according to the schedule established by USDOL.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Data is released in agreement with schedule established by DOL.	100% (FY05)	100% in F07 & FY08

Virginia Racing Commission

Mission Statement

The Virginia Racing Commission's mission is to grow, sustain, and control a native horse racing industry with pari-mutuel wagering by prescribing regulations and conditions that command and promote excellence and complete honesty and integrity in racing and wagering.

Agency Goals:

- Maintain horse racing in the Commonwealth of Virginia of the highest quality, free of corrupt, incompetent, dishonest or unprincipled practices by maintaining complete honesty and integrity in racing.
- Assist in the growth of the pari-mutuel horse racing industry in Virginia.
- Provide Financial Incentives to Owners and Breeders of Virginia Bred Horses.
- Increase the Awareness of the Equine Industry in Virginia.

Customers Served:

- Racetrack Owners and Operators
- Horsemen and other participants
- Governments

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$2,963,801	\$2,963,801	\$868,396	\$2,095,405	10.00
FY 2004	\$0	\$2,994,901	\$2,994,901	\$706,196	\$2,288,705	10.00
FY 2005	\$0	\$3,796,130	\$3,796,130	\$723,200	\$3,072,930	10.00
FY 2006	\$0	\$4,208,130	\$4,208,130	\$723,200	\$3,484,930	10.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$4,208,130	\$4,208,130	\$1,012,491	\$3,195,639	10.00
FY 2007 Addenda	\$0	\$523,422	\$523,422	\$197,718	\$325,704	0.00
FY 2007 TOTAL	\$0	\$4,731,552	\$4,731,552	\$1,210,209	\$3,521,343	10.00
FY 2008 Base Budget	\$0	\$4,208,130	\$4,208,130	\$1,012,491	\$3,195,639	10.00
FY 2008 Addenda	\$0	\$523,422	\$523,422	\$197,718	\$325,704	0.00
FY 2008 TOTAL	\$0	\$4,731,552	\$4,731,552	\$1,210,209	\$3,521,343	10.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$37,718 (NGF).
- ▶ **Increase live race days**
Provides additional funds to allow the agency to cover the additional costs associated with increasing the number of race days for the 2007 and 2008 thoroughbred and harness racing seasons. The additional costs include laboratory testing and seasonal staff. For each year, \$200,000 (NGF).
- ▶ **Increase appropriation for the Breeder's Fund**
Provides additional appropriation in the Breeder's Fund for anticipated increased revenue from pari-mutuel wagering. The Code of Virginia requires that one percent of all money generated from wagering be placed in the Breeder's Fund to support awards to owners and breeders of Virginia bred horses. For each year, \$180,000 (NGF).
- ▶ **Replace the license application system**
Provides additional funding to upgrade the agency's data management system using the master equipment lease purchase program. The upgrades will be financed over a three year period. The existing system will no longer be supported after the end of calendar year 2006. For each year, \$105,704 (NGF).

Agency Service Areas:

Financial Assistance to the Horse Breeding Industry

This service area provides funds to breeders and owners of Virginia-bred horses.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,920,000	\$1,920,000	0.00	0.00
<i>Increase appropriation for the Breeder's Fund</i>	\$180,000	\$180,000	0.00	0.00
Total for Service Area	\$2,100,000	\$2,100,000	0.00	0.00

Objective: Increase and sustain the horse breeding industry in Virginia by awarding financial incentives to Virginia bred horses.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Breeders Awards	The number of awards issued in 2004 is the base measurement for this objective. In 2004, 914 awards were issued to breeders and owners of Virginia bred horses.	Increase the number of awards by 5% by 2007.
Dollar Amount of Breeders Awards	The total dollars in awards issued in 2004 is the base measurement for this objective. In 2004, \$1,271,148 in awards was issued to breeders and owners of Virginia bred horses.	Increase the dollar amount of awards by 25% by 2007.

License and Regulate Horse Racing and Pari-mutuel Wagering

This service area regulates and oversees all aspects of pari-mutuel wagering and live racing. It conducts proceedings for issuing licenses to racetracks and wagering facilities. It also issues permits to all participants of live horse racing and employees at racetracks and wagering facilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,788,130	\$1,788,130	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$37,718	\$37,718	0.00	0.00
<i>Increase live race days</i>	\$200,000	\$200,000	0.00	0.00
<i>Replace the license application system</i>	\$105,704	\$105,704	0.00	0.00
Total for Service Area	\$2,131,552	\$2,131,552	10.00	10.00

Objective: Ensure that all participants in racing are licensed.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Licenses Issued and Renewed	The number of licenses issued in 2004 is the base measurement for this objective. In 2004, 4,500 licenses were issued and renewed.	Increase by 1% the number of licenses issued to participants by 2007.

Objective: Ensure that all horses are free of substances that could affect the outcome of a race.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Samples Taken and Submitted to the Laboratory for Analysis	In 2004, there were 1,480 samples taken and tested.	Increase the number of samples tested by 10% by the end of 2007.

Objective: Ensure that all participants in horse racing, especially those directly involved in the sport, are free of illegal substances and alcohol.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Random Drug Tests Performed on Individuals During Live Horse Racing Meets	In 2004, 3,680 alcohol and drug tests were performed.	Increase the number of drug and alcohol tests by 10% by the end of 2007.

Objective: Increase the number of live race days.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of live race days	There were 66 live race days in 2004.	An increase of 20% in the number of live race days by the end of 2007

Objective: Increase the tax revenue to the Commonwealth and local governments from pari-mutuel wagering.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of pari-mutuel tax revenue received by the Commonwealth and localities	In 2004, \$3.8 million in tax revenue was distributed to the Commonwealth and localities.	An increase of 10% in the amount of tax revenue by the end of 2007

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	100%	100%

Promote the Horse Industry

A Marketing Committee was established for the purpose of distributing grants to qualified equine related entities to promote the Virginia horse industry. The report of the Virginia Racing Commission's Marketing Advisory Committee recommended that the Commission use anticipated marketing funds to form the Virginia Horse Partnership (the "Partnership"). The Partnership is a public-private partnership that will lead a statewide marketing initiative and form a network for marking and promoting Virginia's horse racing and breeding industry. The Partnership seeks to maximize the full marketing and economic development potential of all of the stakeholders in Virginia's horse industry. The Partnership shall establish priorities and recommend to the Commission proposals for the marketing and promotion of Virginia's horse industry.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$500,000	\$500,000	0.00	0.00
Total for Service Area	\$500,000	\$500,000	0.00	0.00

Objective: Make grants available to qualified equine related entities that will grow the Virginia horse industry.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The total amount of funds distributed to individuals and organizations for the promotion of the horse industry in Virginia.	This is a new service area and as a result a baseline cannot be determined.	To fully fund the service area by the end of 2007.

Virginia Tourism Authority

Mission Statement

The Virginia Tourism Authority, doing business as the Virginia Tourism Corporation, serves the broader interests of the economy of Virginia by supporting, maintaining and expanding the Commonwealth's domestic and international travel market and motion picture production, thereby generating increased visitor expenditures, tax revenues and employment. The Corporation develops and implements programs beneficial to Virginia travel-related and motion picture production-related businesses and/or consumers that no industry component or organization would be expected to carry out on its own.

In summation: It is the mission of the Authority to bring More People (visitors) to the Commonwealth; get them Staying Longer; and Spending More Money.

Agency Goals:

- Strengthen awareness of the Virginia brand.
- Develop and execute collaborative statewide marketing programs.
- Educate elected officials and key opinion leaders on the economic importance of tourism and encourage investment in the industry.
- Advance the use of technology in tourism marketing.
- Expand hospitality workforce training.
- Improve infrastructure that supports tourism.
- Support existing tourism products of all sizes, including high revenue generating destinations, and support the development of new tourism product.
- Promote Virginia's existing and expanding meeting and convention facilities.
- Increase the economic impact of the film and video industry throughout the Commonwealth.
- Provide leadership, management and direction for the VTC.

Customers Served:

- Website Visitors - Consumers
- Welcome Centers Visitors
- Directors, Producers, Location Managers, Production Designers
- Requestors of Travel Information
- Tour Operators, Receptive Operators, Travel agents, Travel Planners, etc
- Convention and Meeting Centers
- Travel Writers, Journalists, and Media
- Advertising Partners
- Website Visitors - Industry
- Public Media, News Releases, Articles, Editorials
- Financial Assistance Entities

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$13,285,857	\$0	\$13,285,857	\$0	\$13,285,857	0.00
FY 2004	\$10,351,258	\$0	\$10,351,258	\$0	\$10,351,258	0.00
FY 2005	\$11,744,914	\$0	\$11,744,914	\$0	\$11,744,914	0.00
FY 2006	\$14,130,098	\$0	\$14,130,098	\$0	\$14,130,098	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$14,130,098	\$0	\$14,130,098	\$0	\$14,130,098	0.00
FY 2007 Addenda	\$2,469,951	\$0	\$2,469,951	\$0	\$2,469,951	0.00
FY 2007 TOTAL	\$16,600,049	\$0	\$16,600,049	\$0	\$16,600,049	0.00
FY 2008 Base Budget	\$14,130,098	\$0	\$14,130,098	\$0	\$14,130,098	0.00
FY 2008 Addenda	\$619,844	\$0	\$619,844	\$0	\$619,844	0.00
FY 2008 TOTAL	\$14,749,942	\$0	\$14,749,942	\$0	\$14,749,942	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$313,674 (GF).

► **Remove one-time spending amounts from agency budget**

Removes one-time spending amounts from the Authority's budget. For 2007, a decrease of \$400,000 (GF). For 2008, a decrease of \$900,000 (GF).

► **Reflect the transfer of amounts between agencies**

Transfers funding to the Virginia Economic Development Partnership to attract motor sports-related businesses to Virginia and transfers funding from Central Appropriations associated with the Virginia Works initiative. This funding will be used for a Virginia Artisan Trail, tourism development support, and the Virginia Trails program. For each year, \$450,000 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$6,277 (GF). For 2008, \$6,170 (GF).

► **Provide additional marketing funds for Jamestown 2007 Commemoration**

Provides additional funds to advertise and market the statewide commemorative events marking the 400th anniversary of the founding of Jamestown in 1607, the first permanent English settlement in the United States. Statewide events are planned beginning in 2006 and continuing through calendar year 2007. For 2007, \$1.5 million (GF). For 2008, \$250,000 (GF).

► **Provide additional funding to leverage advertising and marketing funds**

Increases funding for the Authority's partnership leveraging program, which is designed to leverage state marketing dollars with a two-to-one match or better by public and private partnerships. The partnership leveraging program provides a matching grant, paid quarterly, for partnership advertising proposals. This program allows the Authority to extend its core messaging reach while at the same time allowing public and private sector participants to pool funds and advertise in venues that they would not otherwise be able to afford. The program is narrowly defined for advertising (brochures, fulfillment, print, broadcast, and Internet). For each year, \$500,000 (GF).

► **Provide funding support for the Danville Welcome Center**

Increases funds for support for the Danville Welcome Center. For 2007, \$100,000 (GF).

Agency Service Areas:

Financial Assistance for Tourist Promotion

This area represents those financial resources provided by General Assembly action to fund specific entities in support of tourism or film production in the Commonwealth. They are generally tourism related entities, advertising and marketing entities, entities that assist in the development or management of tourism product, tourist destinations or film production enterprises.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$700,000	\$700,000	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$100,000)	(\$100,000)	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	(\$250,000)	(\$250,000)	0.00	0.00
<i>Provide funding support for the Danville Welcome Center</i>	\$100,000	\$0	0.00	0.00
Total for Service Area	\$450,000	\$350,000	0.00	0.00

Objective: Make timely payments to recipients.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of payments made on a timely basis.	100% timely in FY05	100% timely in FY07

Tourist Promotion Services

The Marketing and Promotions section is responsible for planning, implementing and evaluating VTC's advertising, public relations, sales, Internet marketing and research activities. It accomplishes this through five service areas having targeted purposes and objectives to promote Virginia as a travel destination. This section also works collaboratively with industry members to market the Commonwealth in targeted markets.

The Customer Service and Industry Relations section manages programs aimed at providing superior customer service, establishing continuing education opportunities for the industry, evaluating and improving customer fulfillment programs, cultivating community outreach, and assisting the industry in business development and expansion with a goal of repeat visitation. The section works cooperatively with Virginia Department of Transportation in the operations of the state's ten Welcome Centers and Rest Areas to promote and encourage the traveler to visit Virginia. This unit also serves as a resource for the industry in seeking and securing grants to supplement marketing and product development programs.

The Film Office is committed to attracting film and video production to Virginia and supporting the indigenous production industry, with an ultimate goal of bringing economic and employment benefits to the Commonwealth. Film, video and multi-media production is a growth industry worldwide and in Virginia, and the economic benefits to the state have grown significantly. The Virginia Film Office pursues its goals through the creation and implementation of aggressive marketing and development programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,430,098	\$13,430,098	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$313,674	\$313,674	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$300,000)	(\$800,000)	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	\$700,000	\$700,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$6,277	\$6,170	0.00	0.00
<i>Provide additional marketing funds for Jamestown 2007 Commemoration</i>	\$1,500,000	\$250,000	0.00	0.00
<i>Provide additional funding to leverage advertising and marketing funds</i>	\$500,000	\$500,000	0.00	0.00
Total for Service Area	\$16,150,049	\$14,399,942	0.00	0.00

Objective: To increase the number of consumer inquiries for travel and destination information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of consumer inquiries.	4 million Inquiries in FY05	4.2 million inquiries in FY07.

Objective: To increase film and video production economic impact.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Economic impact of film and video production.	\$192 million of production economic value in calendar year 2004	\$197 million of production economic value in calendar year 2006.

Objective: To increase meeting and convention business in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Economic impact of conventions and meetings	\$15.5 million economic impact of business and convention meetings in FY05.	\$16 million economic impact of business and convention meetings in FY07.

Objective: To leverage the Authority's partnership advertising funds.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount leveraged for every dollar invested.	\$2.20 for every dollar invested in FY05.	\$2 for every dollar invested in FY07.

Objective: To increase reservation assistance at Welcome Centers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of assisted reservation bookings.	6,872 assisted reservations in FY05.	7,080 assisted reservations in FY07.

Objective: To increase the number of annual contacts with producers, script writers, production companies, studios, etc. of film and video.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of industry contacts.	928 contacts made in FY05.	955 contacts to be made in FY07.

Objective: To increase the number of unique users of websites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of unique Website users	1.8 million in FY05.	2 million in FY07.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the Authority.	100% in FY05	100% in FY07



Office of Education

The agencies and institutions in the Education secretariat address the educational and cultural needs of the Commonwealth. These agencies support public education from kindergarten through grade 12; offer vocational and technical training; and provide instruction for Virginians pursuing undergraduate, graduate, or professional degrees. The secretariat also includes the Library of Virginia, museums and cultural attractions, and medical schools in Richmond, Charlottesville, and Hampton Roads.

During the 2005 General Assembly Session, the Governor and the General Assembly crafted groundbreaking legislation giving greater autonomy to higher education institutions, while holding the schools accountable for performance in a number of areas. For the first time, the Commonwealth has specified in statute eleven basic goals that each institution is expected to meet. The eleven goals include:

- 1) Ensuring access to higher education;
- 2) Ensuring affordability;
- 3) Providing a broad range of academic programs;
- 4) Maintaining high academic standards;
- 5) Improving student retention and progress toward timely award of degrees;
- 6) Developing uniform articulation agreements with junior and community colleges;
- 7) Stimulating economic development;
- 8) Where appropriate, increasing externally funded research and improving technology transfer;
- 9) Working actively with K-12 schools to improve student achievement;
- 10) Preparing a six-year plan; and
- 11) Meeting financial and administrative management standards.

Institutions which meet the state's expectation are eligible to receive financial incentives, including interest earnings on tuition and fees held in the state treasury, rebates on state charge card programs, and automatic reappropriation of unexpended balances.

The State Council of Higher Education is charged with assessing whether an institution has met the state's expectations. That assessment is based on institutional performance against a number of benchmarks which are proposed in the Appropriation Act. The benchmarks which are included in the introduced budget bill are summarized below.

A. Access

1. Institution meets at least 99 percent of its approved biennial projection of total in-state student enrollment.
2. Institution maintains acceptable progress towards increasing enrollment of under-represented populations, including low income, first-generation college attendees, geographic origin within Virginia, race, and ethnicity.
3. Institution meets at least 95 percent of its approved estimates of degrees awarded.

B. Affordability

4. Institution's in-state undergraduate tuition and fees, both gross and net of need-based gift aid, as a percentage of the institution's student family income, remain within an acceptable range, within the context of the institution's six-year academic, financial, and enrollment plans, family income, and other relevant factors.
5. Institution reports annually on loans as a percent of all financial aid for need-based in-state undergraduate students.
6. Institution conducts a biennial assessment of the impact of tuition and fee levels net of financial aid on applications, enrollment, and student indebtedness incurred for the payment of tuition and fees and provides a copy of this study upon its completion and makes appropriate reference to its use within the required six-year plans.

C. Breadth of Academic Programs

7. Institution maintains acceptable progress toward a mutually agreed target for the total number and percentage of graduates in high-need areas.

D. Academic Standards

8. Institution reports on total programs reviewed under Southern Association of Colleges and Schools assessment of student learning outcomes criteria within the institution's established assessment cycle in which continuous improvement plans addressing recommended policy and program changes were implemented.
9. Institution reports annually on the number of required introductory courses and the number of students on waiting lists for required introductory courses.

E. Student Retention and Timely Graduation

10. Institution maintains acceptable progress towards a mutually agreed target for the average annual retention and progression rates of degree-seeking undergraduate students.
11. Institution maintains acceptable progress towards a mutually agreed target for the average time to degree for undergraduate students, including transfer students.

F. Articulation Agreements and Dual Enrollment

12. Institution maintains acceptable progress toward a mutually agreed target for the number of undergraduate programs or schools for which the institution has established a uniform articulation agreement by program or school for associate degree graduates transferring from all colleges of the Virginia Community College System and Richard Bland College.
13. Institution maintains acceptable progress towards a mutually agreed target for the total number of associate degree graduates enrolled from the Virginia Community College System and Richard Bland College and for which general education credits earned from those institutions apply toward general education baccalaureate degree requirements.

14. Virginia Community College System and Richard Bland College maintain acceptable progress towards a mutually agreed target for the number of students involved in dual enrollment programs.

G. Economic Development

15. Institution develops a specific set of actions to help address local and/or regional economic development needs consisting of specific partners, activities, fiscal support, and desired outcomes. Institution will receive positive feedback on an annual standardized survey of local and regional leaders, and the economic development partners identified in its plans, regarding the success of its local and regional economic development plans.

H. Research, Patents, and Licenses

16. Institution maintains acceptable progress towards a mutually agreed target that maintains or increases the total expenditures in grants and contracts for research.

17. Institution maintains acceptable progress towards a mutually agreed target that maintains or increases the annual number of new patent awards and licenses.

I. Elementary and Secondary Education

18. Institution develops a specific set of actions with schools or school district administrations with specific goals to improve student achievement, upgrade the knowledge and skills of teachers, or strengthen the leadership skills of school administrators. Institution will receive positive feedback on an annual standardized survey of the superintendents, principals, and appropriate other parties.

J. Six-Year Plan

19. Institution prepares six-year financial plan.

K. Financial and Administrative Standards

20. Institution completes no less than 75 percent of all non-exempt purchase transactions through the Commonwealth's enterprise-wide Internet procurement system (eVA) and makes no less than 75 percent of dollar purchases from vendors and suppliers who are registered in eVA.

21. Institution completes no less than 75 percent of dollar purchases from leveraged cooperative contracts, when such a contract is available for a particular commodity, except when the institution can demonstrate that the cost of the purchase was less than the cost under all available leveraged cooperative contracts.

22. Institution complies with a comprehensive policy, as approved by its governing board, which governs the procurement of leased office, classroom, and other space both inside and outside the institution's primary campus, and specifies the following:

- a. Use of competitive solicitations to the maximum practicable degree in the procurement of leases.
- b. The option to engage a tenant broker to represent the interests of the institution if such services are available under contract with the Department of General Services or other agencies or institutions of statewide application.
- c. Space standards consistent with State Council of Higher Education guidelines for institutions of higher education.
- d. Filing of executed copies of completed leases with the Department of General Services, Division of Real Estate Services.

23. Institution adopts an annual SWAM Procurement Plan that specifies purchasing goals for doing business with certified small, women-owned, and minority-owned business enterprises.

24. Institution complies with a debt management policy approved by its governing board that defines the

maximum percent of institutional resources that can be used to pay debt service in a fiscal year, and the maximum amount of debt that can be prudently issued within a specified period.

25. Institution makes acceptable progress toward compliance with current applicable Commonwealth information technology policies, standards, and guidelines in information technology strategic planning, infrastructure, architecture, ongoing operations, and security, consistent with the institution's information technology strategic plan.

26. Institution takes all appropriate actions to meet the following financial and administrative standards:

- a. An unqualified opinion from the Auditor of Public Accounts upon the audit of the public institution's financial statements;
- b. No significant audit deficiencies attested to by the Auditor of Public Accounts;
- c. Substantial compliance with all financial reporting standards approved by the State Comptroller;
- d. Substantial attainment of accounts receivable standards approved by the State Comptroller, including but not limited to, any standards for outstanding receivables and bad debts; and
- e. Substantial attainment of accounts payable standards approved by the State Comptroller including, but not limited to, any standards for accounts payable past due.

The State Council of Higher Education will annually assess and certify the degree to which each individual public institution of higher education has met the performance benchmarks associated with these measures and goals. Future financial benefits provided to each institution will be evaluated in light of that institution's performance.

Customers for Higher Education:

To reduce duplication in the higher education section of this document, the customers for institutions of higher education are listed below.

- Students
- Parents of students
- Alumni and donors
- Faculty and staff
- Neighbors and community
- Businesses and other employers
- Public schools
- Governmental agencies
- For Cooperative Extension agencies: local farmers
- Boards of Visitors
- Citizens of the Commonwealth

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$5,389,810,210	\$4,163,055,489	\$9,552,865,699	\$2,853,469,230	\$6,699,396,469	47,046.59
FY 2004	\$5,453,982,346	\$4,515,813,947	\$9,969,796,293	\$2,909,597,031	\$7,060,199,262	47,195.78
FY 2005	\$6,193,442,346	\$5,011,154,147	\$11,204,596,493	\$3,059,422,612	\$8,145,173,881	48,969.39
FY 2006	\$6,667,836,163	\$5,381,703,318	\$12,049,539,481	\$3,136,356,424	\$8,913,183,057	49,793.33
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$6,667,836,163	\$5,381,703,318	\$12,049,539,481	\$3,356,858,841	\$8,692,680,640	49,793.33
FY 2007 Addenda	\$994,075,537	\$636,186,235	\$1,630,261,772	\$205,606,427	\$1,424,655,345	1,703.47
FY 2007 TOTAL	\$7,661,911,700	\$6,017,889,553	\$13,679,801,253	\$3,562,465,268	\$10,117,335,985	51,496.80
FY 2008 Base Budget	\$6,667,836,163	\$5,381,703,318	\$12,049,539,481	\$3,356,858,841	\$8,692,680,640	49,793.33
FY 2008 Addenda	\$1,077,544,522	\$857,685,605	\$1,935,230,127	\$257,690,234	\$1,677,539,893	2,045.99
FY 2008 TOTAL	\$7,745,380,685	\$6,239,388,923	\$13,984,769,608	\$3,614,549,075	\$10,370,220,533	51,839.32
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$451,668,000	\$1,007,490,000	\$1,459,158,000	\$0	\$1,459,158,000	0.00
FY 2008 Capital	\$209,544,000	\$6,300,000	\$215,844,000	\$0	\$215,844,000	0.00

Secretary of Education

Mission Statement

The Secretary of Education is appointed by the Governor and assists the Governor in the management and direction of the state's education policy. The secretary provides guidance to 17 colleges and universities, the Department of Education, the state-supported museums, and other agencies in the Education secretariat.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Advance efforts for formation of partnerships between agencies and institutions and the private sector to integrate resource utilization, facilitate innovation and communication and enhance educational outcomes for Virginia's citizens.
- Champion efforts to ensure continuous improvement geared toward high standards and accountability across the spectrum for educational agencies and institutions of the secretariat.
- Provide leadership for a high quality, appropriately integrated and effectively coordinated system of education that bolsters the economic viability of the Commonwealth.
- Work to ensure that Virginia's cultural and historical agencies have appropriate capacity and resources to fulfill their mission and educational obligations to the general public and the students and teachers of the Commonwealth.

Customers Served:

- All citizens of the Commonwealth

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$561,422	\$0	\$561,422	\$570,200	(\$8,778)	5.00
FY 2004	\$353,499	\$188,971	\$542,470	\$522,429	\$20,041	5.00
FY 2005	\$1,505,662	\$188,971	\$1,694,633	\$549,297	\$1,145,336	5.00
FY 2006	\$672,385	\$50,700	\$723,085	\$608,824	\$114,261	6.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$672,385	\$50,700	\$723,085	\$608,824	\$114,261	6.00
FY 2007 Addenda	\$40,168	(\$50,700)	(\$10,532)	\$43,049	(\$53,581)	0.00
FY 2007 TOTAL	\$712,553	\$0	\$712,553	\$651,873	\$60,680	6.00
FY 2008 Base Budget	\$672,385	\$50,700	\$723,085	\$608,824	\$114,261	6.00
FY 2008 Addenda	\$40,354	(\$50,700)	(\$10,346)	\$43,049	(\$53,395)	0.00
FY 2008 TOTAL	\$712,739	\$0	\$712,739	\$651,873	\$60,866	6.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjust agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$43,858 (GF).

► Remove nongeneral fund appropriation to establish the Virginia Cancer Research Fund

Adjust agency budget to eliminate the nongeneral fund appropriation for the Virginia Cancer Research Fund. For each year, a reduction of \$50,000 (NGF).

► Remove nongeneral fund amounts from agency budget

Adjusts agency budget to eliminate the nongeneral fund appropriation for agency operations. These funds will not materialize in the 2006-2008 biennium. For each year, a reduction of \$700 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, a decrease of \$3,690 (GF). For 2008, a decrease of \$3,504 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$723,085	\$723,085	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$43,858	\$43,858	0.00	0.00
<i>Remove nongeneral fund appropriation to establish the Virginia Cancer Research Fund</i>	(\$50,000)	(\$50,000)	0.00	0.00
<i>Remove nongeneral fund amounts from agency budget</i>	(\$700)	(\$700)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	(\$3,690)	(\$3,504)	0.00	0.00
Total for Service Area	\$712,553	\$712,739	6.00	6.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	72%	100%

Department Of Education, Central Office Operations

Mission Statement

The mission of the Department of Education is to lead and facilitate the development and implementation of a quality public education system that meets the needs of students and assists them in becoming educated, productive, and responsible citizens.

Agency Goals:

- To improve the quality standards for all public schools in Virginia.
- To provide leadership to help schools and school divisions close the achievement gap and increase the academic success of all students.
- To work to ensure meaningful, on-going professional development for teachers and administrators.
- To support accountability for all schools, with a focus on assisting chronically low-performing schools and school divisions.
- To work cooperatively with partners to help ensure that young children are ready for school.
- To assist teachers to improve the reading skills of all students, kindergarten through grade 12.
- To continue efforts to enhance the training, recruitment, and retention of highly qualified teachers, educational support personnel, and administrators, with a focus on the needs of "hard to staff" schools.
- To provide leadership for implementing the provisions of state and federal laws and regulations smoothly and with minimal disruption to local divisions.

Customers Served:

Customers Served:

- Board of Education
- General Assembly members (and staff)
- Governor (and staff)
- Internal agency employees (FTEs)
- Local school division superintendents
- Local school principals
- Public school students (and their parents)
- Statewide professional education organizations
- Virginia Schools for the Deaf and Blind
- US Department of Education

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$44,871,517	\$33,071,983	\$77,943,500	\$23,912,996	\$54,030,504	299.00
FY 2004	\$46,909,850	\$49,758,789	\$96,668,639	\$22,865,230	\$73,803,409	314.00
FY 2005	\$53,921,136	\$53,476,774	\$107,397,910	\$22,184,867	\$85,213,043	321.00
FY 2006	\$61,264,986	\$50,768,498	\$112,033,484	\$22,355,695	\$89,677,789	337.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$61,264,986	\$50,768,498	\$112,033,484	\$24,001,431	\$88,032,053	337.00
FY 2007 Addenda	\$2,566,540	\$10,970,627	\$13,537,167	\$1,919,607	\$11,617,560	0.00
FY 2007 TOTAL	\$63,831,526	\$61,739,125	\$125,570,651	\$25,921,038	\$99,649,613	337.00
FY 2008 Base Budget	\$61,264,986	\$50,768,498	\$112,033,484	\$24,001,431	\$88,032,053	337.00
FY 2008 Addenda	\$2,569,412	\$10,970,627	\$13,540,039	\$1,919,607	\$11,620,432	0.00
FY 2008 TOTAL	\$63,834,398	\$61,739,125	\$125,573,523	\$25,921,038	\$99,652,485	337.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Transfers amounts from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$952,796 (GF) and \$810,627 (NGF).
- ▶ **Remove one-time spending**
Removes one-time spending from the agency budget. For each year, a reduction of \$81,000 (GF).
- ▶ **Remove one-time spending**
Removes one-time spending from the agency budget. For each year, a reduction of \$148,650 (GF).
- ▶ **Increase nongeneral fund appropriation**
Increases nongeneral fund appropriation to reflect an increase in federal funds for teacher certification, conference activities, and the No Child Left Behind program. For each year, \$10.2 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$171,150 (GF). For 2008, \$165,896 (GF).

► **Increase funding for the National Board Certification program**

Provides funding to support the current level of teacher bonuses for all teachers receiving the initial award prior to July 1, 2006, and additional funding to support awards for the latest estimate of new teachers who will become certified in 2007 and 2008. For each year, \$245,875 (GF).

► **Increase funding for the No Child Left Behind and Education for a Lifetime programs**

Provides additional funding for the No Child Left Behind and Education for a Lifetime programs. This adjustment includes funding for the continued implementation of the Educational Information Management System (EIMS) and the Student Career Planning System (Kuder®). It also provides additional general fund support for Race to GED and turnaround specialists to supplant expiring federal grants. For 2007, \$1.4 million (GF). For 2008, \$1.4 million (GF).

Agency Service Areas:

Public Education Instructional Services

The Public Education Instructional Services service area:

Provides technical assistance in setting and reviewing academic learning standards and career and technical education competencies;

Provides technical assistance in the development and review of the state assessment program;

Provides assistance for schools and divisions failing to meet targeted levels of student achievement;

Provides instructional resources and training to school division personnel to assist them in delivering high-quality educational programs in an effective manner;

Develops programs and materials and serves as a clearinghouse of information to promote best practices and professional development;

and

Provides a limited number of programs and opportunities at the student level.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$18,504,449	\$18,504,449	70.00	70.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$377,044	\$377,044	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$2,164,750	\$2,164,750	0.00	0.00
<i>Increase funding for the No Child Left Behind and Education for a Lifetime programs</i>	\$559,044	\$559,044	0.00	0.00
Total for Service Area	\$21,605,287	\$21,605,287	70.00	70.00

Objective: Review, revise, and/or develop Standards of Learning (SOL) and Career and Technical Education (CTE) competencies to ensure their relevance to and alignment with the commonwealth’s educational needs and strategic directions.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Review process for the scheduled Standards of Learning	The Department of Education has reviewed 100% of all Standards of Learning and CTE competencies over the last ten years as scheduled.	The Department of Education will complete 100% of all standards and/or competencies reviews (or development) each year as scheduled.

Objective: Offer technical assistance to all school divisions to support the Standards of Learning and Career and Technical Education core competencies, with the express purpose of increasing their capacity to assist their schools and teachers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Technical assistance and professional development opportunities	At least four general education and CTE professional development opportunities will be offered in fiscal year 2006.	The Department of Education will offer and deliver 100% of all technical assistance and high-quality professional development opportunities scheduled in each fiscal year.

Objective: Provide targeted technical assistance to school divisions that have schools with the greatest needs and student subgroups at risk, based on indicators established by the Department of Education.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Targeted technical assistance and professional development opportunities for school divisions with the greatest needs	The Department of Education currently offers and provides technical assistance and professional development opportunities to all school divisions each year.	The Department of Education will offer and deliver technical assistance and targeted professional development on remediation and intervention strategies to 100 percent of all critical need school divisions identified by the department each year.

Program Administration and Assistance for Instructional Services

The Program Administration and Assistance for Instructional Services service area is responsible for interpreting and administering federal and state grants and policies related to general instruction, and providing technical assistance in the implementation of these grants and policies to all school divisions in the commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,554,949	\$5,554,949	21.00	21.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$105,766	\$105,766	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$550,738	\$550,738	0.00	0.00
Total for Service Area	\$6,211,453	\$6,211,453	21.00	21.00

Objective: Interpret and communicate informational, administrative, and regulatory content related to instructional services in an accurate, clear, and concise manner to a wide audience.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The Department of Education will communicate to appropriate stakeholders information received on new and revised federal and state guidelines, policies, regulations and law within 30 working days of receipt.	The department will begin tracking the required information to develop a baseline in fiscal year 2006.	The Department of Education will provide 100% of all new and revised federal and state guidelines, policies, regulations and law to school divisions within 30 working days of receipt.

Objective: Administer contracts, grants, and other formal agreements related to instructional services for teachers and students to ensure efficient and effective implementation of programs and initiatives.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Federal program area staff who work with formula grant programs in the No Child Left Behind Act (NCLB) will complete the grant review process within 45 working days from the date a complete application is received from a school division.	The department will begin tracking the required information to develop a baseline in fiscal year 2006.	Federal program area staff who work with formula grant programs in the No Child Left Behind Act (NCLB) will complete 100% of the grant review processes within 45 working days from the date a complete application is received from a school division.
Federal program area staff who work with competitive grant programs in the No Child Left Behind Act (NCLB) will complete the grant review process within 30 working days from the due date of submitted applications.	The department will begin tracking the required information to develop a baseline in fiscal year 2006.	Federal program area staff who work with competitive grant programs in the No Child Left Behind Act (NCLB) will complete 100% of the grant review processes within 30 working days from the due date of submitted applications.
Announcement of formula grant awards and the results of grant competitions within 10 working days.	The department will begin tracking the required information to develop a baseline in fiscal year 2006.	Federal program area staff who work with grant programs in the NCLB will announce 100% of the formula grant awards and the results of grant competitions within 10 working days of receipt of confirmed allocations or awards from the Division of Finance.

Compliance and Monitoring of Instructional Services

The Compliance and Monitoring of Instructional Services service area is responsible for ensuring that all school divisions in the commonwealth comply with federal and state laws, regulations, and policies in implementing educational programs, particularly the No Child Left Behind Act of 2001, and the Carl D. Perkins Act of 1998. DOE staff collaborates with school divisions and personnel to interpret policy and monitor compliance with requirements of laws and regulations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,500	\$13,500	0.00	0.00
Total for Service Area	\$13,500	\$13,500	0.00	0.00

Objective: Implement the programmatic, regulatory, and fiscal requirements of federal and state programs related to instructional services in accordance with applicable laws, policies, and regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
80% Compliance on the federal program monitoring report.	No baseline exists for federal program monitoring under the No Child Left Behind Act of 2001, to be determined in FY 2006.	Receive future federal program monitoring (FPM) reports from USED federal monitoring visits with less than 10 percent of areas cited as in need of improvement.
80% Compliance with the USED's federal program progress monitoring report.	The Department of Education received the first Reading First program progress monitoring report in 2004. Of the 19 areas monitored, three areas needed correction or improvement. That resulted in 84 percent compliance on the areas monitored.	The Department of Education will maintain or exceed 80 percent compliance for areas monitored on the annual Reading First federal monitoring visits.
80% Compliance with the USED's federal program monitoring of the Carl D. Perkins Act of 1998.	The department will receive a federal program monitoring assessment from USED for the Carl D. Perkins Act of 1998 in fiscal year 2006.	Receive future federal program monitoring (FPM) reports from USED federal monitoring assessments with less than 10 percent of areas cited as in need of improvement.

Adult Education and Literacy

The Adult Education and Literacy service area supports workforce development by implementing educational programs that improve adult literacy levels and increase basic education attainment in the adult population (ages 18 and older). This service area oversees educational programs for adults without a secondary education; youth, ages 16-18, who require an alternative educational program to maintain their participation in secondary education; and non-native adults for whom English is a second language.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,413,565	\$1,413,565	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$51,761	\$51,761	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$243,443	\$243,443	0.00	0.00
<i>Increase funding for the No Child Left Behind and Education for a Lifetime programs</i>	\$204,795	\$204,795	0.00	0.00
Total for Service Area	\$1,913,564	\$1,913,564	11.00	11.00

Objective: Administer Title II of the federal Workforce Investment Act (WIA) and insure that Virginia utilizes all funds granted for adult education and family literacy during the 27 months of availability for each grant award.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
USDOE National Reporting System state management indicators	During FY2003-2004, the Department of Education met 100 percent of the indicators, reaching the exemplary level of performance.	DOE will meet 100 percent of the state management indicators, reaching the exemplary level of performance. DOE will meet 100 percent of the state management indicators, reaching the exemplary level of performance.

Objective: Administer the General Educational Development (GED) testing program for the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The schedule of GED testing will reflect testing opportunities in 80 percent of the school divisions.	During FY2004-2005, there were testing centers in only 61 school divisions. The schedule of GED testing reflected testing opportunities in 46 percent of the school divisions.	The testing schedule will reflect testing opportunities in 100% of the school divisions.
GED certificates and transcripts will be issued within two weeks of the request being received by DOE.	During FY2004-2005, certificates and transcripts were issued within eight weeks of the request being received.	GED certificates and transcripts will be issued within 10 working days of the request being received by DOE.

Objective: Administer the state GED Option Program, known as Individual Student Alternative Education Plan Program (ISAEP).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
DOE will provide training and technical assistance to 100 percent of ISAEP programs regarding new options for meeting the career and technical education component of the program.	The Department of Education provided training and technical assistance to 100 percent of all ISAEP programs regarding new options for meeting the career and technical education component of the program in fiscal year 2005.	DOE will provide technical assistance in the form of information or training on options for meeting the career and technical education component of the program to 100 percent of ISAEP programs.

Special Education Instructional Services

The special education instructional services area plans and implements technical assistance and professional development for the provision of special education and related services to students with disabilities age 2 through 21.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,020,422	\$5,020,422	15.00	15.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$72,072	\$72,072	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$458,030	\$458,030	0.00	0.00
Total for Service Area	\$5,550,524	\$5,550,524	15.00	15.00

Objective: The special education instructional services area will offer a comprehensive system of technical assistance and personnel development accessible to school personnel.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Professional development/technical assistance to schools in NCLB "improvement" status	The department will determine this baseline for the first time in fiscal year 2006.	Provide professional development/technical assistance to 100 percent of schools in "improvement" status under NCLB or accredited with warning; to divisions whose data indicates that the performance of students with disabilities does not meet criteria.

Special Education Administration and Assistance Services

The Special Education Administration and Assistance Services service area implements the federal and state data collection/reporting requirements and the requirements for management and disbursement of federal and state dollars for special education programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$469,045	\$469,045	5.00	5.00
Transfer centrally funded amounts to agency budgets	\$22,662	\$22,662	0.00	0.00
Increase nongeneral fund appropriation	\$14,467	\$14,467	0.00	0.00
Total for Service Area	\$506,174	\$506,174	5.00	5.00

Objective: Process all subgrant awards, VDOE budgets and external contracts by required timelines.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The Special Education Administration and Assistance Services service area will process all school division and state operated program federal grant awards by required timelines, on an annual basis.	The Special Education Administration and Assistance Services service area processed 100 percent of all school division and state operated program federal grant awards by required timelines in fiscal year 2005.	The Special Education Administration and Assistance Services service area will process 100 percent of all school division and state operated program federal grant awards by required timelines, on an annual basis.
Process all internal budgets for the Office of Special Education and Student Services and external contracts and Memorandums of Agreement by required timelines, on an annual basis.	Special Education Administration and Assistance Services processed 100 percent of all internal budgets for the Office of Special Education and Student Services and external contracts and Memorandums of Agreement by required timelines in FY 2005.	Special Education Administration and Assistance Services will annually process 100 percent of all internal budgets for the Office of Special Education and Student Services and external contracts and Memorandums of Agreement by required timelines.

Objective: Submit all required data reports by required dates.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The Special Education Administration and Assistance Services service area will submit all required data reports by the required reporting date, on an annual basis.	The Special Education Administration and Assistance Services service area submitted 100 percent of all required data reports by the required reporting date in fiscal year 2005.	The Special Education Administration and Assistance Services service area will submit 100 percent of all required data reports by the required reporting date, on an annual basis.

Special Education Compliance and Monitoring Services

The Special Education Compliance and Monitoring Services service area monitors the implementation of the Individuals with Disabilities Education Act and the Regulations Governing Special Education Programs for Children with Disabilities in Virginia. Products and services include:

Customer service such as professional development, training, and technical assistance

Regulatory development to establish requirements for implementing the Individuals with Disabilities Education Act (IDEA)
Development of guidance documents to implement the Regulations Governing Special Education Programs for Children with Disabilities in Virginia

Approval of local annual plans for providing special education and related services

Procedures and mechanisms as dispute resolution, due process hearings, and mediation to resolve disagreements between a parent and a local educational agency

Monitoring systems to ensure compliance with the federal and state requirements in school divisions, state-operated programs and private schools for children with disabilities

Application approvals for private schools for children with disabilities

Licensing of private special education day schools and children's residential facilities

State plan for implementing Section 504 of the Rehabilitation Act of 1973

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,758,842	\$1,758,842	15.00	15.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$72,378	\$72,378	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$79,785	\$79,785	0.00	0.00
Total for Service Area	\$1,911,005	\$1,911,005	15.00	15.00

Objective: Enhance the quality of services provided to students with disabilities through monitoring and complaint investigations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The correction of all identified noncompliance findings with the federal and state requirements regarding special education.	The baseline is 95 percent for the year 2003-2004.	The Special Education Compliance and Monitoring Services service area will correct 100 percent of all identified noncompliance findings with the federal and state special education requirements.
The completion of complaint investigations within 60 calendar days.	The baseline is 95 percent for 2003-2004.	The Special Education Compliance and Monitoring Services service area will complete 100 percent of complaint investigations within 60 calendar days.

Student Assistance and Guidance Services

The Student Assistance and Guidance Services service area provides information, training, and technical assistance for the promotion of student physical and mental health and safety and the removal of barriers to learning for all students, including those with disabilities. Barriers to learning can include unsafe or unhealthy school environments, risky behaviors, truancy, inappropriate or unlawful student behavior at school, physical and mental health problems, and learning difficulties related to social environments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,213,555	\$5,213,555	12.00	12.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$60,513	\$60,513	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$590,817	\$590,817	0.00	0.00
Total for Service Area	\$5,864,885	\$5,864,885	12.00	12.00

Objective: To provide technical support and information to school divisions, parent resource centers, state operated programs, and parents in response to identified.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of institutes/training or workshops offered and provided in each area based on needs criteria as determined by the department.	The Office of Student Services provided 60 workshops/trainings/institutes in its various content areas in fiscal year 2005.	The department will provide a minimum of one statewide institute in identified need areas per year and a minimum of one Regional workshop provided to each of the eight regions in fiscal year 2006.
Development of internal reports to track progress of projects and completion on a timely basis of 100 percent of required reports.	The Student Assistance and Guidance Services service area completed 100 percent of its required federal and state reports in fiscal year 2005 within established deadlines.	The Student Assistance and Guidance Services service area will complete 100 percent of its required federal and state reports in fiscal year 2006 within established deadlines.

Test Development and Administration

The Test Development and Administration service area coordinates the development and administration of the tests that comprise the Virginia Assessment Program and that are administered to public school students across the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$43,093,811	\$43,093,811	30.00	30.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$174,600	\$174,600	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$4,077,182	\$4,077,182	0.00	0.00
Total for Service Area	\$47,345,593	\$47,345,593	30.00	30.00

Objective: Increase the number of Standards of Learning (SOL) tests taken by students via a web-based system. Web-based delivery of SOL tests decreases administrative burden on school division personnel and allows for more timely return of scores to students.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of SOL tests taken by students using a web-based delivery system	As of June 30, 2005, there were 704,217 SOL tests taken by students via the online delivery method in the 2004-2005 testing cycle (summer 2004, fall 2004, and spring 2005 test administrations).	Annual increase of 10 percent in the number of SOL tests taken by students via an online delivery system.

School Improvement

The School Improvement service area assists schools and school divisions in meeting the academic requirements of the Regulations Establishing Standards for Accrediting Public Schools in Virginia and the requirements of the No Child Left Behind (NCLB) Act of 2001. Technical assistance is provided through the academic review process, division-level review process, and the Partnership for Achieving Successful Schools (PASS) initiative. The Regulations Establishing Standards for Accrediting Public Schools in Virginia (8 VAC 20-131-300.C.4) require a school to be rated "accredited with warning" (in specified academic area or areas) if its pass rate on any Standards of Learning (SOL) assessment does not meet required benchmarks. Any school rated "accredited with warning" must undergo an academic review in accordance with the guidelines adopted by the Board of Education (8 VAC 20-131-340). The service area provides on-going technical assistance throughout the school year to schools in developing and implementing a school improvement plan. House Bill 1294, passed by the General Assembly and signed into law on April 15, 2004, authorizes the Board of Education to require division-level academic reviews in school divisions where findings of school-level academic review show that the failure of the school to reach full accreditation is related to the local school board's failure to meet its responsibilities under the Standards of Quality. The process by which division-level reviews are to be conducted has been established in 8 VAC 20-700-10 et seq., Emergency Regulations for Conducting Division-Level Academic Reviews. Divisions meeting the criteria for division-level reviews are provided with technical assistance from the service area to develop and implement corrective action plans. The PASS initiative provides technical assistance to the lowest-performing schools that have been identified as schools in improvement under NCLB. Schools and their respective divisions receive technical assistance in the area of academic improvement, parental involvement, and community support.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,488,172	\$2,488,172	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$53,140	\$53,140	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$22,358	\$22,358	0.00	0.00
Total for Service Area	\$2,563,670	\$2,563,670	10.00	10.00

Objective: Provide technical assistance to schools that do not meet the standards of accreditation in order to support the agency's mission to develop and implement a quality public education system for all students.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of schools rated "accredited with warning" in the areas of English or mathematics that received technical assistance from the service delivery area (academic review or PASS model) will reduce the failure rate in the areas warned by at least 10%.	Percentage of schools rated "accredited with warning" in the areas of English or mathematics that received technical assistance in 2004-2005 that reduced the failure rate in the areas warned by at least 10 percent.	Forty percent of the schools rated "accredited with warning" in the areas of English or mathematics that received technical assistance will reduce the failure rate in the areas warned by at least 10 percent.
Percentage of the schools rated "accredited with warning" will receive technical assistance from the service delivery area through an academic review or the PASS model.	One hundred percent (100%) of the schools rated "accredited with warning" in 2004-2005 received technical assistance from the service delivery area through an academic review or the PASS model.	One hundred percent (100%) of the schools rated "accredited with warning" will receive technical assistance from the service delivery area through an academic review or the PASS model.

School Nutrition

The School Nutrition service area provides oversight and technical assistance to public school divisions and public residential child care institutions (RCCI) by administering the regulatory requirements of the Richard B. Russell National School Lunch Act, the Child Nutrition Act of 1966 and Board of Education regulations intended to establish and maintain high quality, nutritious, accessible, cost effective school nutrition programs. The service area conducts Coordinated Review Effort (CRE) and School Meals Initiative (SMI) reviews to ensure compliance with federal and state regulations; develops and implements professional development initiatives for school nutrition managers, school nutrition directors, and division staff to support the nutritional and educational goals of the school nutrition programs; provides technical assistance to schools and RCCI in the implementation of the school nutrition programs; and administers an electronic system to collect operational and financial data, provide data reports for program analysis, and facilitate payment of federal and state reimbursement to school divisions and RCCI. Approximately 10 percent of the funding for this service area is derived from state funds while the remaining 90 percent is from federal sources. A minimum state funding requirement is mandated by federal regulation for participating states.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,298,539	\$1,298,539	13.00	13.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$60,211	\$60,211	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$36,996	\$36,996	0.00	0.00
Total for Service Area	\$1,395,746	\$1,395,746	13.00	13.00

Objective: Monitor local school division compliance and provide technical assistance to ensure local school nutrition programs in Virginia meet federal and state laws and regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The school nutrition service area will complete required federal CRE and SMI reviews annually in at least 24 SFAs in order to complete reviews in 100% of the SFAs on a five year cycle.	CRE and SMI reviews were conducted in 100% of the scheduled SFAs during the 2004-2005 school year. A 5 year review cycle is in place.	The annual target for CRE and SMI review completion is 100% of the scheduled SFAs.
The department will provide technical assistance to 100% of the participating SFAs annually, through regional directors meetings, summer managers' workshops, CRE/SMI orientation, new school nutrition directors orientation, and on-site needs assessments.	During the 2004-2005 school year, 132 public school divisions and 9 public residential child care institutions were provided technical assistance.	The annual performance target is technical assistance will be provided to 100% of the participating SFAs.

Objective: Provide technical assistance to school divisions to assist them in increasing the number of students that participate in the USDA breakfast and lunch programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The increase in the number of breakfast meals served and the percentage increase in the number of breakfast meals served compared to the base year.	The total number of breakfast meals claimed by school divisions in the School Nutrition Program Web System during the 2003-2004 school year was 113,684,095.	A 5 percent increase in the number of breakfast meals claimed each year.
The increase in the number of lunch meals served and the percentage increase in the number of lunch meals served compared to the base year.	The total number of lunch meals claimed by school divisions in the SNPWeb system during the 2003-2004 school year was 28,786,741.	A 2 percent increase in the number of lunch meals claimed each year is desired.

Pupil Transportation

The pupil transportation service area is responsible for developing and implementing services to school divisions that support and promote: interpretation and application of state and federal laws and regulations relative to pupil transportation; approved standards and practices for transporting students; a well-trained cadre of school bus drivers; and high quality school bus maintenance procedures. These services are designed with the purpose of promoting high quality, safe, and efficient transportation of public school students to and from school and school-related activities. These goals are met through training and technical assistance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$148,579	\$148,579	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$9,866	\$9,866	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$25,000	\$25,000	0.00	0.00
Total for Service Area	\$183,445	\$183,445	2.00	2.00

Objective: Implement a pupil transportation service that informs school division transportation personnel of federal and state requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The pupil transportation service area will annually provide training to all school bus driver trainers whose certification is expiring and who need to attend recertification training.	In 2003-04, 80 individuals were trained to train school bus drivers. This represented 100 percent of the individuals who presented requests for recertification training.	Training will be provided to 100 percent of the individuals seeking recertification as a school bus driver trainer.

Instructional Technology

The Instructional Technology service area functions as a unit in the Technology Division. It provides leadership, consultation, and technical assistance to K-12 schools to improve teaching and learning through the appropriate use of technology. In this capacity, the office: provides training in the integration of technology in teaching, learning and management; disseminates information on emerging educational technologies to school division personnel; recommends methods and measures to evaluate technology programs and applications; assists schools in planning and implementing network solutions and developing infrastructure standards; and identifies research-based best practices of technology integration and training. This service area administers the process for the development of the state educational technology plan and facilitates local school division development of technology plans. The service area provides assistance to school divisions in the implementation of the Computer/Technology Standards for Students and the Technology Standards for Instructional Personnel, represents the Department of Education on the Regional Schools Contract Planning Committee (RSCPC), and is responsible for oversight of services to schools through the instructional television contracts. This area administers the administration, application process, and reimbursement of federal and state technology grants and initiatives. It provides assistance to school division personnel with the development of an Acceptable Use Policy (AUP) that governs the use of the Internet and the division's network resources.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$981,964	\$981,964	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$59,846	\$59,846	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$10,630	\$10,630	0.00	0.00
Total for Service Area	\$1,052,440	\$1,052,440	11.00	11.00

Objective: Teaching and learning are enhanced when teachers are competent in the application of technology tools to instruction, and students have basic computer literacy skills to use those technology tools to access and use information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number and quality of high-quality professional development opportunities offered by the department that focus on integrating technology in the content areas.	The department offered 126 high-quality professional development activities in fiscal year 2005 (average of 15 per specialist). Ninety percent of the participants rated the activities as being focused, appropriate, relevant, and research-based.	The department will offer 140 professional development activities in fiscal year 2006 (average of 20 per specialist). Ninety-nine percent of the participants will rate the activities as being focused, appropriate, relevant, and research-based.

Objective: Coordinate the development, implementation, and revision of the Six Year Educational Technology Plan for Virginia 2003-09.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of school division technology plans that are fully aligned with the state plan.	In fiscal year 2005, 119 of the 132 school divisions submitted technology plans that were fully aligned with the state plan.	In fiscal year 2006, the department will provide the necessary technical assistance to help 100 percent of the school division technology plans to fully align with the state plan.

Distance Learning and Electronic Classroom

The Distance Learning and Electronic Classroom service area manages the Department of Education's Virginia Virtual initiative. Virginia Virtual includes the Virtual Advanced Placement (AP) School, televised and online staff development programs, enrichment programs for teachers and students, online remediation, and Web-based multimedia presentations for Department divisions. The Virtual Advanced Placement school delivers distance learning courses to students throughout Virginia. Staff development offerings include content courses and instructional video segments related to Department focus areas. Enrichment programs include virtual field trips, fine arts programs such as dance, music, and theater, and Standards of Learning based instructional materials for teachers. Online remediation provides students with online lessons targeted to specific student academic needs associated with Standards of Learning end-of-course assessments. Web-based multimedia presentations enhance Department informational Web pages with audio and video presentations to augment text-based sites.

The Distance Learning and Electronic Classroom service area also provides technical expertise to DOE departments, schools and other agencies with television production for staff development and public information. This service area maintains a fully functional television studio capable of state and nationwide broadcasts, two video edit suites, a building-wide closed circuit cable system serving several agencies and an equipment loan inventory for state agency use. Video duplication and video loans are available to schools and state agencies. This service area is also the contact for statewide information on the E-Rate program

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$778,995	\$778,995	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$29,738	\$29,738	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$75,000	\$75,000	0.00	0.00
Total for Service Area	\$883,733	\$883,733	6.00	6.00

Objective: Provide distance learning opportunities to students, teachers, and administrators through the Virginia Virtual Initiative.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of students enrolled, number of school divisions and number of schools enrolling in distance learning courses.	In fiscal year 2005, 1,500 students, 35 school divisions, and 95 schools enrolled in distance learning courses.	In fiscal year 2006, the department's goal is to have 2,500 students, 70 school divisions, and 150 schools enrolled in distance learning courses.
Number of students successfully completing distance learning classes.	In fiscal year 2005, 82.5 percent of the enrolled students successfully completed the courses offered through the Virtual Advanced Placement school.	In fiscal year 2006, the department's goal is to have 85 percent of the enrolled students successfully complete courses offered through the Virtual Advanced Placement school.
Number of staff development offerings.	Four college courses for educators and 60 hours of staff development sessions (2004-05).	Six college courses for educators and 100 hours of staff development sessions.

Objective: Provide statewide E-Rate support to school divisions and private schools.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of school divisions successfully applying for E-Rate funding.	Approximately 97 percent of school divisions successfully applied for E-Rate discounts in fiscal year 2005.	The department's goal is to have 100 percent of school divisions successfully submitting applications in fiscal year 2006.

Objective: Provide teleproduction assistance to the Department of Education service areas, the Superintendent of Public Instruction and the Board of Education.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of staff development video productions delivered.	The department produced 25 staff development video presentations in fiscal year 2005.	The department's goal is to produce 30 staff development video presentations in fiscal year 2006.

Objective: Provide schools with access to Standards of Learning based instructional videos.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of archived videos available via streaming video.	In fiscal year 2005, there were no archived videos available via streaming video.	In fiscal year 2006, the department's goal is to catalog and digitize 100 percent of all SOL based archived instructional videos.

Teacher Licensure and Certification

The Teacher Licensure and Certification service area is responsible for the process of licensing school personnel required by the Board of Education and the federal government. The process is intended to establish and maintain a high quality workforce for the public schools in Virginia. The service area issues initial licenses; renews licenses; evaluates credentials; develops endorsements; coordinates the Superintendent's Investigative Panel; assists citizens seeking information on the requirements for a teaching license; implements the testing requirements for licensure in Virginia; coordinates the work of the licensure committee of the Advisory Board on Teacher Education and Licensure; and conducts teacher quality and recruitment initiatives. The administration of the statewide National Board Certification program is the responsibility of this unit. Licensure fees support personnel and operations in the unit. The state has a high level of control over this service area and its outcomes because of its regulatory authority over the teacher licensure process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,911,631	\$1,911,631	13.00	13.00
Transfer centrally funded amounts to agency budgets	\$53,340	\$53,340	0.00	0.00
Increase nongeneral fund appropriation	\$525,000	\$525,000	0.00	0.00
Increase funding for the National Board Certification program	\$245,875	\$245,875	0.00	0.00
Total for Service Area	\$2,735,846	\$2,735,846	13.00	13.00

Objective: To issue licenses for instructional personnel and assist school divisions in complying with federal and state requirements for personnel to be licensed and highly qualified.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The department will provide technical assistance to all school divisions that do not have 100 percent of classes taught by highly qualified teachers.	The department provided technical assistance to all school divisions that did not have 100 percent of classes taught by highly qualified teachers in fiscal year 2005.	The department will provide technical assistance to all school divisions that do not have 100 percent of classes taught by highly qualified teachers in fiscal year 2006.

Objective: Enhance the quality of Virginia's teaching force by promoting and encouraging teachers to seek National Board Certification (NBC).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of teachers who become nationally board certified each year.	Fiscal Year 2004: 182 individuals became nationally board certified	Five percent annual increase in the number of individuals that become nationally board certified

Teacher Education and Assistance

The Teacher Education and Assistance service area has oversight responsibility for entry-level preparation and training programs for school personnel. This responsibility includes implementation of state and federal regulations assuring high quality preparation of teachers, administrators, central office personnel, and other educators required by regulation to hold a license to practice in the preK-12 schools. The service area works with the 37 colleges and universities in Virginia and other entities with defined education programs approved by the Board of Education to prepare school personnel in teaching and leadership areas approved for licensure by the board. This responsibility is fulfilled by offering technical assistance to the 37 institutions with teacher preparation programs, coordinating requirements for alternative routes to teacher education and licensure; development and implementation of initiatives to attract and retain high quality educational personnel; and coordination of national and Board of Education accreditation procedures.

Additionally, the office administers the Virginia Teaching Scholarship Loan Program (VTSLP), the Clinical Faculty Program, the Mentor Teacher Program for beginning teachers, and the Career Switcher Alternative Route to Licensure Program. Also, the service area provides leadership for teacher recognition programs including the Virginia Teacher of the Year, the Milken Family Foundation Educator Awards Program, and Commonwealth Talent Pool. Additionally, the service area provides leadership in the area of special education personnel development through the coordination and administration of federal and state funds available to address critical shortages in special education by providing technical assistance to approved special education preparation programs and to school divisions.

In the annual administration of these responsibilities, the Teacher Education and Assistance Service area coordinates and implements programs for client groups including the Advisory Board on Teacher Education and Licensure, the Virginia Community College System, the State Council of Higher Education for Virginia, Virginia Association for Colleges of Teacher Education, and the Virginia Association of Teacher Educators. The area is mostly supported by funds generated from fees for the licensure of school personnel.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,319,458	\$7,319,458	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$47,192	\$47,192	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$576,119	\$576,119	0.00	0.00
Total for Service Area	\$7,942,769	\$7,942,769	10.00	10.00

Objective: Increase the pool of teachers entering the profession through the career switcher program to teach in general and critical shortage areas.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of individuals enrolled in and who have completed the career switcher programs each year, including the number of individuals preparing to teach in the critical shortage areas identified annually by the department.	561 individuals enrolled in career switcher programs for 2005; 174 individuals completed career switcher programs in 2005.	The Teacher Education and Assistance service area will increase career switcher enrollment by 5 percent a year and increase the number of individuals completing the career switcher program by 5 percent each year.

Administrative and Support Services

The Administrative and Support Services are intended to provide the management and services necessary for the Superintendent of Public Instruction, the Board of Education, and the Department of Education to carry out constitutional, statutory, and regulatory responsibilities. The Administrative and Support Services provided by the agency consist of four service areas: General Management and Direction; Accounting and Budgeting Services; Policy, Planning, and Evaluation Services; and Information Technology Services. Within the Department of Education, the following administrative divisions and units are included in the Administration and Support Services area:

- Agency Head: Superintendent of Public Instruction
 - Agency management and oversight
 - Internal Audit
- Division of Finance (in part)
- Office of Accounting
- Office of Budget
 - Facilities
 - Procurement and Purchasing
- Division of Policy and Communications
 - Policy
 - Communications
 - Board Relations
- Division of Technology (in part)
 - Information Management
- Office of Human Resources

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,064,008	\$16,064,008	93.00	93.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$513,294	\$513,294	0.00	0.00
<i>Remove one-time spending</i>	(\$81,000)	(\$81,000)	0.00	0.00
<i>Remove one-time spending</i>	(\$148,650)	(\$148,650)	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$709,685	\$709,685	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$171,150	\$165,896	0.00	0.00
<i>Increase funding for the No Child Left Behind and Education for a Lifetime programs</i>	\$662,530	\$670,656	0.00	0.00
Total for Service Area	\$17,891,017	\$17,893,889	93.00	93.00

Objective: To ensure agency internal control framework and procedures safeguard against the loss or inefficient use of commonwealth assets.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To receive an unqualified external audit from the Auditor of Public Accounts (agency audit).	The Department of Education has received no written findings in the past Auditor of Public Accounts reports.	No written findings in FY 2006 through FY 2008.
To conduct procurements using advanced technology by: 1) completing agency purchases through the eVA portal; 2) posting notices of business opportunities on the eVA website; and 3) making purchases from vendors and suppliers who are registered in eVA.	In FY 2005, 100 percent of eVA-eligible procurements are completed using eVA procurement procedures.	At least 100 percent of eVA eligible agency procurements are with eVA registered vendors in FY 2006 through FY 2008.
To ensure timely and efficient processing of agency payments.	For FY 2004, 99.6 percent of the payments and 99.8 percent of the dollars paid have been paid on-time and in compliance with prompt payment provisions of Section 2.2-4350, Code of Virginia (Prompt Payment Act).	100 percent compliance with the prompt payment requirements in FY 2005 through FY 2008.

Objective: To provide technical assistance, data, and information to the Board of Education to enable it to meet its constitutional and statutory obligations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To report to the Governor, General Assembly, and other customers the condition and needs of the public schools in Virginia, as required by the constitution and Code of Virginia.	Annual reports on the condition and needs of the public schools have been adopted by the Board of Education since 1971.	Production, adoption, and dissemination of the Board of Education's annual report on the condition and needs of the public schools

Objective: To deliver effective, timely communication and information about agency priorities to internal and external customers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To develop and document priorities for the agency and to disseminate the priorities to internal and external customers in a strategic plan for the agency and the strategic plan for the Board of Education.	The agency's strategic plan is evaluated and updated annually. The update is communicated to customers electronically and posted on the agency's Web site.	The strategic plan will be evaluated and revised annually. It will be distributed to customers annually and posted on the agency Web site.
To increase the dissemination and availability of useful information and its accessibility to the agency's customers.	Superintendent and Principal Memos are distributed weekly (except legal holidays). Board of Education meeting information is available prior to each regularly scheduled business meeting. Information is disseminated via e-mail and Web site.	Weekly for Superintendent Memos and Principal Memos (except legal holidays); monthly for Board of Education meeting materials (for months in which the Board meets). The documents are posted on the agency Web site and disseminated via e-mail.

Objective: To attract and retain a qualified workforce by strategically using existing human resource management flexibilities, pay practices, and benefits.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To ensure positions are recruited and filled with qualified candidates and in a timely manner.	10/25/03 - 10/24/04 - 100 positions recruited; 98 positions filled.	Recruitments published within two workdays of final approval. Screened applications referred to hiring unit within five workdays of closing/screening date. Employment offers extended within two workdays of hiring recommendations being approved.
To provide excellent employee performance management by maintaining and monitoring an employee performance system.	10/25/03 - 10/25/04 278 due - 258 prepared; 92.8 percent compliance; work profiles (EWPs) completed within 30-days of hire.	100 percent of work profiles (EWPs) completed within 30 days of hire in FY 2006 through FY 2008.

Direct Aid to Public Education

Mission Statement

This agency serves as a holding account for pass-through funds to local school divisions for public education. It is administered by the Department of Education.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$3,923,268,185	\$743,358,321	\$4,666,626,506	\$0	\$4,666,626,506	0.00
FY 2004	\$4,069,907,268	\$746,119,833	\$4,816,027,101	\$0	\$4,816,027,101	0.00
FY 2005	\$4,653,203,619	\$795,555,500	\$5,448,759,119	\$0	\$5,448,759,119	0.00
FY 2006	\$4,993,736,525	\$787,123,625	\$5,780,860,150	\$0	\$5,780,860,150	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$4,993,736,525	\$787,123,625	\$5,780,860,150	\$0	\$5,780,860,150	0.00
FY 2007 Addenda	\$687,350,960	\$138,683,629	\$826,034,589	\$0	\$826,034,589	0.00
FY 2007 TOTAL	\$5,681,087,485	\$925,807,254	\$6,606,894,739	\$0	\$6,606,894,739	0.00
FY 2008 Base Budget	\$4,993,736,525	\$787,123,625	\$5,780,860,150	\$0	\$5,780,860,150	0.00
FY 2008 Addenda	\$816,014,877	\$139,979,192	\$955,994,069	\$0	\$955,994,069	0.00
FY 2008 TOTAL	\$5,809,751,402	\$927,102,817	\$6,736,854,219	\$0	\$6,736,854,219	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Remove one-time spending**
Removes one-time spending from the agency budget. For each year, a reduction of \$650,000 (GF).
- ▶ **Increase nongeneral fund appropriation**
Increases nongeneral fund appropriation to reflect an increase in federal funds for No Child Left Behind and school nutrition programs. For each year, \$118.0 million (NGF).
- ▶ **Transfer funds for school breakfast reimbursement initiative**
Transfers funds from Central Appropriations to Direct Aid to Public Education. (Net zero adjustment). For each year, \$1.2 million (GF).
- ▶ **Increase nongeneral fund appropriation for school nutrition programs**
Adjusts agency budget to accommodate federal funds made available for school nutrition programs in addition to the amount included in the base adjustment. For each year, \$20.0 million (NGF).
- ▶ **Update costs of the Standards of Quality programs**
Provides for the biennial update of the Standards of Quality accounts based on fall membership, school instructional and support expenditures, funded instructional salaries, and other technical adjustments. It also reflects an increase of 10,758 in 2007 and 21,993 in 2008 in the average daily membership as projected by the Department of Education. These adjustments do not reflect any changes in policy, but adjusts the cost of continuing current programs with the required data revisions. For 2007, \$451.2 million (GF). For 2008, \$490.7 million (GF).
- ▶ **Update for 2005 Triennial School Census Count**
Updates funding for the Standards of Quality and incentive-based programs using the 2005 Triennial Census data. This data reflects an increase of 34,655 school-age children over the 2002 count of school-age population. For 2007, \$3.9 million (GF). For 2008, \$3.9 million (GF).
- ▶ **Update Lottery proceeds for public education**
Adjusts funding to reflect a decrease in the estimate of lottery proceeds by \$15.7 million in both 2007 and 2008. This adjustment is based on the estimated impact of a North Carolina Lottery being fully operational by 2007. For each year, a reduction of \$6.1 million (GF).

- ▶ **Update benefit contribution rates for Standards of Quality related positions**
Provides funding for fringe benefits based on a contribution rate of 9.20 percent for retirement and a retiree health care credit rate of 0.56 percent. The retirement rate reflects an average rate of return of 8 percent and realizes the gains and losses of the system over 30 years. The group life contribution rate holiday is no longer in effect. The employer rate for group life is .49 percent. For 2007, \$82.5 million (GF). For 2008, \$83.4 million (GF).
- ▶ **Adjust sales tax revenues for public education**
Provides additional funding to local school divisions based on the latest sales tax projections provided by the Department of Taxation. For 2007, \$77.1 million (GF). For 2008, \$107.9 million (GF).
- ▶ **Update Direct Aid programs based on the recalculation of the composite index**
Updates accounts for Direct Aid to Public Education based on a biennial recalculation of the composite index, a measure of local ability-to-pay used to distribute funding to local school divisions. For 2007, \$20.0 million (GF). For 2008, \$21.3 million (GF).
- ▶ **Update costs of incentive-based programs**
Adjusts funding for certain education programs exceeding the foundation of the Standards of Quality. These programs are designed to address educational needs of specific targeted student populations that require additional instructional support such as at-risk students. Funding for these programs is primarily formula-driven and subject to changes in fall membership, participation rates, and test scores. For 2007, a decrease of \$17.1 million (GF). For 2008, a decrease of \$9.7 million (GF).
- ▶ **Update costs of categorical programs**
Provides increased funding for education programs that exceed the foundation of the Standards of Quality. State or federal statutes or regulations mandate most categorical programs. These adjustments update the cost of continuing the current programs with the required data revisions, as well as an increase in the adult literacy program. For 2007, \$5.2 million (GF) and \$683,629 (NGF). For 2008, \$8.3 million (GF) and \$2.0 million (NGF).
- ▶ **Increase funding for No Child Left Behind and Education for a Lifetime programs**
Provides additional funding for the No Child Left Behind and Education for a Lifetime programs. For 2007, \$5.9 million (GF). For 2008, \$5.3 million (GF).
- ▶ **Increase salaries for public school employees**
Provides additional funding for the state's share of a three percent salary increase for all public school employees, including instructional and support staff, effective December 1, 2006. For 2007, \$61.4 million (GF). For 2008, \$106.2 million (GF).
- ▶ **Fund cost of competing adjustment**
Provides increased funds to support the cost of competing adjustment for certain localities. Additional funding is provided to recognize the common labor market in the Northern Virginia region and certain localities contiguous to Planning District 8. For 2007, \$1.4 million (GF). For 2008, \$3.5 million (GF).
- ▶ **Increase funding for supplemental education programs**
Provides additional funds for certain education programs that go beyond the foundation of the Standards of Quality. This funding supports an increase in Project Discovery and also provides a one-time match for the Communities in Schools program, which unites schools and communities to provide a network of support and resources to struggling students. For 2007, \$600,000 (GF). For 2008, \$100,000 (GF).

Agency Service Areas:

Financial Assistance for Supplemental Education

The Financial Assistance for Supplemental Education service area involves providing state financial support for entities such as regional education consortia, targeted education programs, and organizations providing resources in specific curriculum areas. These programs address specific educational needs or serve a unique purpose as stated in the appropriation act. While some of these programs are available to school divisions statewide, most of these programs target specific localities or regions of the state.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,497,750	\$2,497,750	0.00	0.00
<i>Remove one-time spending</i>	<i>(\$650,000)</i>	<i>(\$650,000)</i>	<i>0.00</i>	<i>0.00</i>
<i>Increase funding for supplemental education programs</i>	<i>\$600,000</i>	<i>\$100,000</i>	<i>0.00</i>	<i>0.00</i>
Total for Service Area	\$2,447,750	\$1,947,750	0.00	0.00

Objective: Provide state funding to eligible supplemental education entities as directed in the appropriation act. The state funding provided to supplemental education entities supports the agency mission and goals to provide quality public education services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of authorized supplemental education entities meeting reimbursement requirements.	100 percent	100 percent

Standards of Quality for Public Education (SOQ)

The Standards of Quality for Public Education service area involves providing state financial assistance to school divisions to meet the required standards. The Standards of Quality (SOQ) prescribe the minimum foundation program that all public schools in Virginia must meet. Funding for the SOQ is determined primarily by the instructional staffing ratios established in the SOQ as well as recognized support costs that are funded using standards and prevailing costs. The standards are established in the Constitution of Virginia and codified in the Code of Virginia. The Constitution states that the Board of Education shall prescribe the standards, "subject to revision only by the General Assembly." Localities must provide a required local funding match for SOQ programs based on their individual composite index of local ability-to-pay. The following accounts are included in the Standards of Quality:

1. Basic Aid
2. State Sales and Use Tax
3. Textbooks
4. Vocational Education
5. Gifted Education
6. Special Education
7. Prevention, Intervention, and Remediation
8. VRS Retirement
9. Social Security
10. Group Life
11. English as a Second Language
12. Remedial Summer School.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,255,511,811	\$4,255,511,811	0.00	0.00
<i>Update costs of the Standards of Quality programs</i>	\$451,234,961	\$490,700,980	0.00	0.00
<i>Update for 2005 Triennial School Census Count</i>	\$3,720,602	\$3,720,598	0.00	0.00
<i>Update Lottery proceeds for public education</i>	\$9,620,960	\$9,620,960	0.00	0.00
<i>Update benefit contribution rates for Standards of Quality related positions</i>	\$81,924,670	\$82,798,204	0.00	0.00
<i>Adjust sales tax revenues for public education</i>	\$77,397,231	\$108,293,770	0.00	0.00
<i>Update Direct Aid programs based on the recalculation of the composite index</i>	\$18,572,132	\$19,377,465	0.00	0.00
<i>Increase salaries for public school employees</i>	\$502,329	\$1,016,624	0.00	0.00
<i>Fund cost of competing adjustment</i>	\$1,292,877	\$3,258,125	0.00	0.00
Total for Service Area	\$4,899,777,573	\$4,974,298,537	0.00	0.00

Objective: To ensure that all school divisions comply with Standards of Quality requirements; specifically, that all school divisions spend local funds sufficient to meet Required Local Effort and that all school divisions comply with SOQ program requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of school divisions that met Required Local Effort in the prior fiscal year.	100 percent	100 percent
The percentage of school divisions that are in compliance with SOQ program and staffing requirements based on the SOQ compliance report filed by school divisions each year.	97 percent	100 percent

Financial Incentive Programs for Public Education

The Financial Incentive Programs for Public Education service area provides state financial support for optional education programs that go beyond the foundation program of the Standards of Quality. School divisions participate in these programs at their option and are usually required to agree to certain terms before state funding is received. For many of the programs, the percentage of students eligible to receive free lunch is used to determine the funding level of a locality. In order to receive state funds, school divisions must certify that they will offer the program, meet program requirements, and, in most cases, provide a local match of funds for the program. The following accounts are included as incentive programs:

1. Alternative Education
2. At-Risk Students
3. At-Risk Four-Year-Olds
4. Early Reading Intervention
5. Enrollment Loss
6. Governors' Schools
7. Individual Student Alternative Education Programs (ISAEP)
8. Mentor Teacher Program
9. Education for a Lifetime Programs
10. K-3 Primary Class Size Reduction Program
11. Project Graduation
12. School Breakfast Program
13. SOL Algebra Readiness
14. Special Education Programs (Regional Tuition, Vocational Education, Inservice)
15. Compensation Supplement

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$328,670,343	\$328,670,343	0.00	0.00
<i>Transfer funds for school breakfast reimbursement initiative</i>	\$1,172,020	\$1,172,020	0.00	0.00
<i>Transfer centrally-funded amounts to agency budget</i>	\$682,082	\$682,082	0.00	0.00
<i>Update for 2005 Triennial School Census Count</i>	\$185,066	\$180,796	0.00	0.00
<i>Update benefit contribution rates for Standards of Quality related positions</i>	\$608,296	\$606,492	0.00	0.00
<i>Adjust sales tax revenues for public education</i>	(\$278,598)	(\$384,631)	0.00	0.00
<i>Update Direct Aid programs based on the recalculation of the composite index</i>	\$1,371,543	\$1,871,680	0.00	0.00
<i>Update costs of incentive-based programs</i>	(\$17,086,929)	(\$9,675,440)	0.00	0.00
<i>Increase funding for No Child Left Behind and Education for a Lifetime programs</i>	\$5,877,798	\$5,316,316	0.00	0.00
<i>Increase salaries for public school employees</i>	\$60,933,541	\$105,163,104	0.00	0.00
<i>Fund cost of competing adjustment</i>	\$82,122	\$198,482	0.00	0.00
Total for Service Area	\$382,217,284	\$433,801,244	0.00	0.00

Objective: To maximize school division participation in incentive programs that are intended to help school

divisions meet the educational needs of students in Virginia's public schools.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of schools that participate in the K-3 Class Size Reduction Program at the maximum participation level.	99 percent	100 percent

Financial Assistance for Categorical Programs

The Financial Assistance for Categorical Programs service area involves providing state financial assistance for programs that go beyond the foundation program of the Standards of Quality (SOQ). Categorical programs focus on particular needs of special student populations or fulfill particular state obligations. Categorical programs are mandated by either state or federal statutes or regulations. The following accounts are included in the categorical programs service area: 1) Vocational Education; 2) Special Education; 3) Adult Education; 4) Foster Care; 5) Electronic Classroom; 6) School Lunch Program; 7) Adult Literacy; 8) Indian Children; and 9) debt service on Virginia Public School Authority (VPSA) Equipment Notes (NGF).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$128,788,149	\$128,788,149	0.00	0.00
<i>Update Direct Aid programs based on the recalculation of the composite index</i>	\$58,925	\$92,363	0.00	0.00
<i>Update costs of categorical programs</i>	\$5,912,963	\$10,234,072	0.00	0.00
Total for Service Area	\$134,760,037	\$139,114,584	0.00	0.00

Objective: Ensure school division compliance with requirements in the appropriation act and Code of Virginia for education services provided to foster care students.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percent of school divisions that receive state foster care reimbursements based on requirements in the appropriation act and the Code of Virginia.	100 percent	100 percent

Financial Assistance for School Facilities

The Financial Assistance for School Facilities service area involves providing state financial support for two programs, Lottery proceeds and the School Construction Grants Program. These programs provide state funding to school divisions to support school construction and other allowable "nonrecurring" costs. Nonrecurring costs that these funds may be used for include school construction, additions, infrastructure, site acquisition, renovations, technology, other expenditures related to modernizing classroom equipment, and debt service payments on school projects completed during the last ten years, payments to escrow accounts, and school safety equipment or school safety renovations (School Construction Grants Program only).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$469,299,997	\$469,299,997	0.00	0.00
<i>Update costs of the Standards of Quality programs</i>	(\$10)	\$8	0.00	0.00
<i>Update Lottery proceeds for public education</i>	(\$15,700,000)	(\$15,700,000)	0.00	0.00
<i>Update Direct Aid programs based on the recalculation of the composite index</i>	\$8	(\$1)	0.00	0.00
Total for Service Area	\$453,599,995	\$453,600,004	0.00	0.00

Objective: Ensure compliance with requirements of the School Construction Grants Program contained in the appropriation act and the Code of Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percent of school divisions that participated in the School Construction Grants Program in the prior year which met required local match and use of funds requirements.	100 percent	100 percent

Federal Assistance to Local Education Programs

The Federal Assistance to Local Education Programs service area involves providing federal funds to school divisions for reimbursement of qualifying expenses for federal programs. The Department of Education is responsible for state-level grant administration, monitoring, and payment of local allocations for most federal grant funding received by school divisions. School divisions operate federal programs according to approved program plans and receive reimbursement for approved program expenses.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$596,092,100	\$596,092,100	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$118,000,000	\$118,000,000	0.00	0.00
<i>Increase nongeneral fund appropriation for school nutrition programs</i>	\$20,000,000	\$20,000,000	0.00	0.00
Total for Service Area	\$734,092,100	\$734,092,100	0.00	0.00

Objective: Maximize the use of federal education funding in Virginia school divisions. Providing and maximizing the use of federal education funds supports the agency mission and goals to provide quality public education services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of school divisions that spend 100 percent of annual grant allocations within the allowable period for federal grants issued by the U.S. Department of Education.	Baseline data being developed by accounting office.	100 percent.

Virginia School for the Deaf, Blind and Multi-Disabled at Hampton

Mission Statement

The mission of the Virginia Schools for the Deaf and Blind is to assist in the provision of essential services for children with deafness, blindness or sensory-impaired multiple disabilities by providing quality day and residential programs to children referred by local school divisions and by serving as a resource for children with similar disabilities throughout the Commonwealth. The legal status of the Virginia School for the Deaf, Blind and Multi-Disabled at Hampton is derived from The Code of Virginia; Section 22.1-346 to 22.1-349. The Code charges the school with the provision of educational programs for children in preschool through grade twelve who are deaf, educational programs for children in preschool through grade twelve who are blind, educational programs for children in preschool through grade twelve with sensory-impaired multiple disabilities. Over the past decade the Hampton campus has increasingly focused its service provision to students with multiple disabilities in order to eliminate the duplication of academically focused services provided at the Virginia School for the Deaf and Blind in Staunton. The working mission of the Hampton facility has been to educate students with sensory-impaired multiple disabilities in a safe and nurturing environment and to serve as a resource for children with similar disabilities from throughout the Commonwealth of Virginia.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$6,174,536	\$462,025	\$6,636,561	\$5,565,229	\$1,071,332	129.00
FY 2004	\$5,926,825	\$462,025	\$6,388,850	\$5,230,989	\$1,157,861	129.00
FY 2005	\$6,139,263	\$462,625	\$6,601,888	\$5,079,027	\$1,522,861	129.00
FY 2006	\$6,138,320	\$462,625	\$6,600,945	\$5,079,027	\$1,521,918	128.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$6,138,320	\$462,625	\$6,600,945	\$5,746,757	\$854,188	128.00
FY 2007 Addenda	\$457,508	\$34,816	\$492,324	\$444,071	\$48,253	0.00
FY 2007 TOTAL	\$6,595,828	\$497,441	\$7,093,269	\$6,190,828	\$902,441	128.00
FY 2008 Base Budget	\$6,138,320	\$462,625	\$6,600,945	\$5,746,757	\$854,188	128.00
FY 2008 Addenda	\$498,637	\$34,816	\$533,453	\$470,890	\$62,563	0.00
FY 2008 TOTAL	\$6,636,957	\$497,441	\$7,134,398	\$6,217,647	\$916,751	128.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$377,559 (GF) and \$34,816 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$48,253 (GF). For 2008, \$62,563 (GF).

► **Provide pay parity increase for faculty**

Provides a 1.5 percent pay parity increase to school faculty. This increase will be in addition to the three percent raise that is scheduled effective November 25, 2006. The Code of Virginia (§ 22.1-349) requires that teacher salaries be competitive with those of localities in which the school resides. This additional increase is also to become effective November 25, 2006. For 2007, \$31,696 (GF). For 2008, \$58,515 (GF).

Agency Service Areas:

Classroom Instruction

Educational services for students are provided through classroom instruction, the provision of IEP designated related services and residential services. VSDBM-H serves children ages 2 through 21 who are deaf, hard of hearing, blind or visually impaired and have other disabilities.

Over the past three years VSDBM-H served a cumulative total of 260 residential and day students.

Year	Elementary	Middle	Secondary	Total	Residential	Day	Total
2002 – 2003	21	34	29	84*	58	26	84
2003 - 2004							
2004 - 2005							

*Does not include students served through Outreach Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,479,290	\$1,479,290	43.00	43.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$132,745	\$132,745	0.00	0.00
<i>Provide pay parity increase for faculty</i>	\$31,696	\$58,515	0.00	0.00
Total for Service Area	\$1,643,731	\$1,670,550	43.00	43.00

Objective: By June 2006, 100% of students IEP goals will be completed on an annual basis.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase IEP Goals Completed	To be set in June 2006.	By June 2006, 100% of students IEP goals will be completed on an annual basis

Objective: By June 2005, 100% of daily instructional and residential plans will include objectives of the adopted curriculum and assessments.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Implementation of Adopted Curriculum in Instructional and Residential Programs	To be set in June 2006.	By June 2005, 100% of daily instructional and residential plans will include objectives of the adopted curriculum and assessments.

Objective: The percentage of students with multiple disabilities employed after graduation will increase by 10% over June, 2005.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase Post Secondary Employment of Students	To be set in June 2006.	The percentage of students with multiple disabilities employed after graduation will increase by 10% over June, 2005

Objective: By June 2006, 100% of students participating in the VAAP will receive a passing score.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Improve Student's VAAP Passing Scores	To be set in June 2006.	By June 2006 100% of students participating in the VAAP will receive a passing score.

Objective: Student enrollment will increase by 10% each school year.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase Student Enrollment	To be set in June 2006.	Student enrollment will increase by 10% each school year.

Occupational-Vocational Instruction

The Student population requires additional specialized staff. We have difficulty recruiting and maintain qualified staff. The enrollment of children who have sensory impairments and other disabilities necessitates more clinicians, therapists and medically trained staff. In addition assistant teachers, support and residential staff require additional training and experience to effectively provide services to students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$512,861	\$512,861	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,709	\$23,709	0.00	0.00
Total for Service Area	\$536,570	\$536,570	6.00	6.00

Objective: Revise Annual Training Plan at the end of each school year for all agency employees.

Objective: By August 2004 establish partnerships with local colleges and universities to attract qualified teachers.

Food and Dietary Services

Three meals per day are served to residential students. Breakfast and lunch are served to day students. Boxed lunches are provided for off campus activities and home going transportation. Food service staff prepares meals for special diets prescribed by the personal physicians of students. They also prepare food for special student and family activities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$236,672	\$236,672	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$22,885	\$22,885	0.00	0.00
Total for Service Area	\$259,557	\$259,557	0.00	0.00

Medical and Clinical Services

Skilled nursing services are provided on a 24-hour basis whenever students are on campus. Registered nurses on staff and a contractual physician operate the school infirmary. Services provided by Health Services for students include: administration of medication; treatment for accidents and injuries; treatment for illnesses; monitoring of special diets prescribed by personal physicians of students; administration of special feedings; provision of health and hygiene education for students and staff on topics including HIV/AIDS and other blood borne pathogens. Services for staff members include first aid and CPR training; TB testing; diabetes and blood pressure screening; work related injury intervention; and other health related services. Satellite clinics are provided in the dormitories and the school building to decrease student travel to the health center during evening and night hours as well as in inclement weather. Approximately 20 trained medication technicians assist with the administration of medications during off-campus activities and weekend transportation. Skilled nursing procedures provided by the nursing staff have increased over the years due to the changing nature of students served by the agency. In addition, nurses provide outreach services related to unique medical needs of children with disabilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$354,737	\$354,737	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$25,798	\$25,798	0.00	0.00
Total for Service Area	\$380,535	\$380,535	0.00	0.00

Physical Plant Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,445,374	\$1,445,374	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$62,527	\$62,527	0.00	0.00
Total for Service Area	\$1,507,901	\$1,507,901	0.00	0.00

Residential Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,080,403	\$1,080,403	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$76,707	\$76,707	0.00	0.00
Total for Service Area	\$1,157,110	\$1,157,110	0.00	0.00

Transportation Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$180,785	\$180,785	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$5,591	\$5,591	0.00	0.00
Total for Service Area	\$186,376	\$186,376	0.00	0.00

General Management and Direction

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,310,823	\$1,310,823	79.00	79.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$62,413	\$62,413	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$48,253	\$62,563	0.00	0.00
Total for Service Area	\$1,421,489	\$1,435,799	79.00	79.00

Virginia School For The Deaf And The Blind At Staunton

Mission Statement

The mission of VSDB is to provide an all-inclusive day and residential educational program and atmosphere that will enable Deaf/Hard of Hearing and Blind/Visually Impaired students to maximize their potential for independence and make life-long contributions to society.

Agency Goals:

- VSDB-S will provide a safe educational environment for students with sensory impairments.
- VSDB-S will train interns in related fields that deal with deafness and blindness.
- VSDB-S provides residential living for students who live too far from campus to access the curriculum on a daily basis.
- VSDB-S will provide outreach services to local school divisions who have students with sensory impairments.

Customers Served:

- Deaf and blind students

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$6,175,716	\$688,287	\$6,864,003	\$6,013,263	\$850,740	146.00
FY 2004	\$6,376,090	\$691,401	\$7,067,491	\$5,634,761	\$1,432,730	144.00
FY 2005	\$6,435,865	\$928,102	\$7,363,967	\$5,994,378	\$1,369,589	144.00
FY 2006	\$6,434,906	\$928,102	\$7,363,008	\$5,994,378	\$1,368,630	143.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$6,434,906	\$928,102	\$7,363,008	\$6,443,550	\$919,458	143.00
FY 2007 Addenda	\$644,006	\$74,812	\$718,818	\$600,250	\$118,568	0.00
FY 2007 TOTAL	\$7,078,912	\$1,002,914	\$8,081,826	\$7,043,800	\$1,038,026	143.00
FY 2008 Base Budget	\$6,434,906	\$928,102	\$7,363,008	\$6,443,550	\$919,458	143.00
FY 2008 Addenda	\$695,863	\$74,812	\$770,675	\$632,516	\$138,159	0.00
FY 2008 TOTAL	\$7,130,769	\$1,002,914	\$8,133,683	\$7,076,066	\$1,057,617	143.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$487,306 (GF) and \$74,812 (NGF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$118,568 (GF). For 2008, \$138,159 (GF).

► Provide pay parity increase for faculty

Provides a 1.5 percent pay parity increase to school faculty. This increase will be in addition to the three percent raise that is scheduled effective November 25, 2006. The Code of Virginia (§ 22.1-349) requires that teacher salaries be competitive with those of localities in which the school resides. This additional increase is also to become effective November 25, 2006. For 2007, \$38,132 (GF). For 2008, \$70,398 (GF).

Agency Service Areas:

Classroom Instruction

Classroom instruction is provided to students ages 3 to 21 for students who are deaf or blind.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,083,580	\$3,083,580	61.00	61.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$251,753	\$251,753	0.00	0.00
<i>Provide pay parity increase for faculty</i>	\$38,132	\$70,398	0.00	0.00
Total for Service Area	\$3,373,465	\$3,405,731	61.00	61.00

Objective: By 2006, VSDB-S staff will meet the mandate that all staff are highly qualified.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
outcome	Of the 47 faculty at VSDB-S 11 are not highly qualified.	By 2006, all staff will have met the highly qualified status by taking course work or passing the Praxis II.

Objective: By 2006, all classrooms will be equipped with GTCO boards and ELMOs to enhance instruction.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Outcome	All teachers in the deaf department have GTCO boards and ELMOS except 3.	The equipment has been ordered for school year 2005-06.

Occupational-Vocational Instruction

Limited vocational classes are available on campus; however, students may attend a local vocational school that provides various opportunities for them.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$127,120	\$127,120	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$8,254	\$8,254	0.00	0.00
Total for Service Area	\$135,374	\$135,374	2.00	2.00

Objective: By 2010, more vocational options will be available to students.

Food and Dietary Services

Residential students are provided three nutritious meals that meet the USDA standards. Day students receive two meals a day.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$257,684	\$257,684	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,853	\$23,853	0.00	0.00
Total for Service Area	\$281,537	\$281,537	7.00	7.00

Objective: Three nutritious meals that meet the USDA standards will be served daily to students.

Medical and Clinical Services

Four full-time registered nurses and one clinical nursing assistant provides daily medical needs to the students. Doctors are contracted to provide direct medical assistance three mornings a week. The local hospital and emergency care is called when needed.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$256,142	\$256,142	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$10,224	\$10,224	0.00	0.00
Total for Service Area	\$266,366	\$266,366	3.00	3.00

Objective: Medical care will be administered to students on a daily basis by qualified medical personnel.

Physical Plant Services

The campus at VSDB-S is well maintained. A full-time maintenance and cleaning staff administer daily care to the buildings. Work orders are completed in a timely manner. A regulatory licensing board accesses the campus once annually. Care is given to following all environmental regulations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,144,349	\$1,144,349	18.20	18.20
<i>Transfer centrally funded amounts to agency budgets</i>	\$62,020	\$62,020	0.00	0.00
Total for Service Area	\$1,206,369	\$1,206,369	18.20	18.20

Objective: All buildings will be checked for safety hazards daily.

Residential Services

Residential living is available to students who live beyond a 35 mile radius to the school. Dormitory staff are trained in behavior management techniques and provide a nurturing environment to all students. VSDB-S adheres to Standards for Interdepartmental Regulation of Children's Residential Facilities. VSDB-S currently has a three year license from this licensing board.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,515,965	\$1,515,965	41.00	41.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$169,209	\$169,209	0.00	0.00
Total for Service Area	\$1,685,174	\$1,685,174	41.00	41.00

Objective: Qualified staff will provide a nurturing environment for students who stay in the dormitories.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
outcome	This will be based on each individual child.	Measured by goals in the child's IEP.

Transportation Services

Daily transportation is available for students who travel off campus for vocational programs, extra curricular activities, support services or leisure activities. VSDB-S contracts with a charter bus service to provide weekly transportation to residential students who live throughout the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$234,787	\$234,787	0.80	0.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,727	\$2,727	0.00	0.00
Total for Service Area	\$237,514	\$237,514	0.80	0.80

Objective: VSDB-S will provide 73 bus trips to transport students to and from school.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
outcome	0	73

General Management and Direction

Qualified staff oversee the daily management of all programs at VSDB-S. A superintendent is the head of the agency that consists of a human resource director, business manager, director of student life, director of student health, cafeteria manager, principal and assistant principal.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$743,381	\$743,381	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$34,078	\$34,078	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$118,568	\$138,159	0.00	0.00
Total for Service Area	\$896,027	\$915,618	10.00	10.00

Objective: A check and balance system will ensure responsible general and fiscal management.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
outcomes	performance evaluations	contributor/extraordinary contributor

State Council Of Higher Education For Virginia

Mission Statement

It is the mission of the State Council of Higher Education for Virginia (SCHEV) to promote the development and operation of an educationally and economically sound, vigorous, progressive, and coordinated system of higher education.

Agency Goals:

- Serve as the Commonwealth's higher education academic, fiscal, and facility planning and coordinating agency.
- Maximize higher education access and affordability for all qualified citizens.
- Recommend policies that enhance financial assistance for Educational and General programs.
- Coordinate and enhance the federal programs that support Virginia's postsecondary education system.
- Support the adequate preparation of K-12 students for postsecondary education.
- Maximize productivity through the efficient use of resources.

Customers Served:

- Students and parents
- Governor and General Assembly
- Business and Industry
- Taxpayers and Citizens
- Council Members
- Colleges and Universities

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$58,073,128	\$5,543,322	\$63,616,450	\$3,226,285	\$60,390,165	37.00
FY 2004	\$57,916,484	\$5,043,322	\$62,959,806	\$2,428,766	\$60,531,040	36.00
FY 2005	\$64,354,208	\$6,079,817	\$70,434,025	\$2,531,458	\$67,902,567	39.00
FY 2006	\$69,673,563	\$5,083,163	\$74,756,726	\$2,863,462	\$71,893,264	44.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$69,673,563	\$5,083,163	\$74,756,726	\$3,749,993	\$71,006,733	44.00
FY 2007 Addenda	\$6,339,692	\$1,295,086	\$7,634,778	\$441,666	\$7,193,112	3.00
FY 2007 TOTAL	\$76,013,255	\$6,378,249	\$82,391,504	\$4,191,659	\$78,199,845	47.00
FY 2008 Base Budget	\$69,673,563	\$5,083,163	\$74,756,726	\$3,749,993	\$71,006,733	44.00
FY 2008 Addenda	\$11,232,078	\$1,314,762	\$12,546,840	\$467,158	\$12,079,682	3.00
FY 2008 TOTAL	\$80,905,641	\$6,397,925	\$87,303,566	\$4,217,151	\$83,086,415	47.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$182,141 (GF) and \$22,705 (NGF).
- ▶ **Remove one-time funding**
Removes one-time funding from agency budget. For each year, a reduction of \$2.1 million (GF).
- ▶ **Reflect administrative nongeneral fund increases in agency budget**
Increases the nongeneral fund appropriation for additional revenues from federal grants. For each year, \$1.1 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$26,894 (GF). For 2008, \$23,879 (GF).
- ▶ **Provide increased appropriation and add one position for No Child Left Behind and the GEAR-UP programs**
Increases the federal appropriation and position level for the No Child Left Behind and GEAR-UP programs. For 2007, \$92,265 (NGF) and one position. For 2008, \$99,941 (NGF).
- ▶ **Increase appropriation and positions for the management of private and out of state postsecondary education**
Increases the appropriation and position level for the management of the private and out of state postsecondary education program. For 2007, \$90,000 (NGF) and one position. For 2008, \$102,000 (NGF).
- ▶ **Provide increased funding for the Virtual Library of Virginia**
Provides funding for cost increases due to growing student enrollment and to increase access to existing electronic resources for the community colleges and Richard Bland College. In addition, funding is provided to increase the number of technical and engineering journals available through the virtual library system. For each year, \$766,283 (GF).
- ▶ **Provide funding and additional position for higher education transfer and articulation coordinator**
Provides funding for one position to coordinate the student transfer and articulation activities from the community colleges and junior colleges to insure compliance with the 2005 Restructured Higher Education Financial and Administrative Operations Act. For 2007, \$85,033 (GF) and one position. For 2008, \$91,493 (GF).
- ▶ **Provide increased funding for the Tuition Assistance Grant (TAG) program**
Provides additional funding to increase undergraduate grant awards to \$2,750 in 2007 and to \$3,000 in 2008. These grants assist Virginia residents who attend accredited private, non-profit colleges and universities in Virginia. For 2007, \$4.4 million (GF). For 2008, \$8.9 million (GF).

► **Increase funding to provide scholarships to minority doctoral candidates**

Provides funding for minority doctoral candidates to increase the pool of faculty who are available to teach at Virginia's institutions. For 2007, \$10,000 (GF). For 2008, \$30,000 (GF).

► **Increase funding for eminent scholars**

Provides funding to increase eminent scholar awards to attract and retain outstanding instructional and research faculty in Virginia. For 2007, \$438,891 (GF). For 2008, \$877,782 (GF).

► **Provide funding to support military tuition waivers**

Provides funding to continue to pay out-of-state tuition and fee differentials for children and spouses of military personnel, and expands the eligibility period to two years. For each year, \$2.5 million (GF).

► **Adjust language in the Appropriation Act to eliminate the State Council of Higher Education for Virginia as the intermediary between the universities supporting unique military activities**

Removes the State Council of Higher Education for Virginia as the intermediary between Virginia Military Institute, Virginia Polytechnic Institute and State University and Mary Baldwin College for the submission of the estimate of general and nongeneral funds necessary to support their unique military activities. This action is contained in Budget Bill Language.

Agency Service Areas:

Scholarships

Activities in this service area are designed to ensure that state need-based assistance mitigates the financial barriers to Virginia's neediest students and to ensure the accuracy of projections for student financial need at public institutions. This service area also includes the administration of assigned financial aid programs as required by law.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$52,408,416	\$52,408,416	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$221,400	\$221,400	0.00	0.00
<i>Provide increased funding for the Tuition Assistance Grant (TAG) program</i>	\$4,430,450	\$8,860,500	0.00	0.00
<i>Provide funding to support military tuition waivers</i>	\$2,500,000	\$2,500,000	0.00	0.00
Total for Service Area	\$59,560,266	\$63,990,316	0.00	0.00

Objective: Maximize higher education access and affordability for all qualified citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ensure that state need-based assistance mitigates the financial barriers to Virginia's neediest students.	Baseline is zero	Zero grievances about the financial aid recommendation process from policymakers, legislative staff, and/or other constituents
State progress towards meeting student financial need	Percentage of student need as calculated by Council staff	Measure is timeliness and provides evaluation of ability of state financial aid to meet student financial need.

Regional Financial Assistance for Education

This service area provides student financial assistance for qualified students seeking degrees in disciplines not offered by Virginia public institutions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$196,640	\$196,640	0.00	0.00
<i>Increase funding to provide scholarships to minority doctoral candidates</i>	\$10,000	\$30,000	0.00	0.00
Total for Service Area	\$206,640	\$226,640	0.00	0.00

Objective: Provide financial aid for all qualified applicants.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Students served under the program	Not available until after first year of measurement.	To serve all eligible students.

Eminent Scholars

Attract and retain eminent scholars in Virginia's public colleges and universities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,277,568	\$6,277,568	0.00	0.00
<i>Increase funding for eminent scholars</i>	\$438,891	\$877,782	0.00	0.00
Total for Service Area	\$6,716,459	\$7,155,350	0.00	0.00

Objective: Attract and retain nationally prominent faculty

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of appropriation passed through to institutions	99%	99%

Outstanding Faculty Recognition

Enhance the visibility of Virginia's outstanding faculty.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$50,000	\$50,000	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$25,000	\$25,000	0.00	0.00
Total for Service Area	\$75,000	\$75,000	0.00	0.00

Objective: Enhance the Visibility of Virginia's Outstanding Faculty

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timeliness and accuracy of nominations, selection, notification and award	Zero grievances regarding the award process	Zero grievances regarding the award process

Higher Education Coordination and Review

Serve as the Commonwealth's higher education academic, fiscal, and facility planning and coordinating agency.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,525,138	\$9,525,138	36.00	36.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$182,141	\$182,141	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$26,894	\$23,879	0.00	0.00
<i>Provide increased funding for the Virtual Library of Virginia</i>	\$766,283	\$766,283	0.00	0.00
<i>Provide funding and additional position for higher education transfer and articulation coordinator</i>	\$85,033	\$91,493	1.00	1.00
Total for Service Area	\$10,585,489	\$10,588,934	37.00	37.00

Objective: Insure institutional accountability.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of objective indicators of institutional performance (as formally adopted in the budget bill) that are fully implemented on an annual basis	New measure, baseline data not available. Baseline required by law to be established by June 1, 2006	100%

Objective: Develop system capacity.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reviewing, approving, or disapproving the enrollment projections of the public institutions every two years.	New measure, baseline date not available. Baseline required by law to be established by June 1, 2006.	0%

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	100%	100%

Regulation of Private and Out-of-State Institutions

To advance postsecondary education (non-public) in the Commonwealth through the regulation of Private and Out-of-state Institutions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$652,237	\$652,237	3.00	3.00
Transfer centrally funded amounts to agency budgets	\$22,705	\$22,705	0.00	0.00
Increase appropriation and positions for the management of private and out of state postsecondary education	\$90,000	\$102,000	1.00	1.00
Total for Service Area	\$764,942	\$776,942	4.00	4.00

Objective: To advance postsecondary education (non-public) in the Commonwealth through the regulation of Private and Out-of-state Institutions.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Certification efficiency	Not available until end of first measurement period	Ensure all certification applications are processed within 45 days

Higher Education Federal Programs Coordination

The purpose of the No Child Left Behind Act of 2001, Title II, Part A, Improving Teacher Quality State Grants, is to increase the academic achievement of all students by helping schools and school districts improve teacher and principal quality and ensure that all teachers are highly qualified. SCHEV is responsible for competitively administering federal grants to institutions of higher education that partner with local school districts to support this purpose. This goal is consistent with SCHEV's mission to promote the development and operation of an educationally and economically sound, vigorous, progressive, and coordinated system of higher education.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,500,000	\$1,500,000	1.00	1.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$843,716	\$843,716	0.00	0.00
Total for Service Area	\$2,343,716	\$2,343,716	1.00	1.00

Objective: Efficiently administer the No Child Left Behind Act of 2001.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timeliness and accuracy of the issuance of RFPs, selection process and notification of awards.	Not available until first year of measurement	99% accuracy

Early Awareness and Readiness Programs

The purpose of GEARUP Virginia is to increase the rate at which students from low-income families who attend Virginia high-schools enroll, persist, and succeed in college at rates equal to those of middle-and high-income families. SCHEV administers the Virginia GEARUP program and receives semi-annual expenditure reports from participating school divisions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,146,727	\$4,146,727	4.00	4.00
<i>Remove one-time funding</i>	(\$2,100,000)	(\$2,100,000)	0.00	0.00
<i>Provide increased appropriation and add one position for No Child Left Behind and the GEAR-UP programs</i>	\$92,265	\$99,941	1.00	1.00
Total for Service Area	\$2,138,992	\$2,146,668	5.00	5.00

Objective: The purpose of GEARUP Virginia is to increase the rate at which students from low-income families

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ensure timely compliance and accuracy of the submission expenditure reports received from participating schools.	60%	Ensure 100% of expenditure reports are submitted by the due dates and are accurate

Christopher Newport University

Mission Statement

Christopher Newport University provides educational and cultural opportunities that benefit CNU students, the residents of the Commonwealth of Virginia, and the nation. CNU provides outstanding academic programs, encourages service and leadership within the community, and provides opportunities for student involvement in nationally and regionally recognized research and arts programs.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$22,124,608	\$39,785,441	\$61,910,049	\$35,954,008	\$25,956,041	683.24
FY 2004	\$21,049,911	\$41,646,287	\$62,696,198	\$35,305,791	\$27,390,407	660.74
FY 2005	\$24,877,681	\$47,715,036	\$72,592,717	\$36,291,262	\$36,301,455	684.74
FY 2006	\$27,195,986	\$54,977,801	\$82,173,787	\$36,291,262	\$45,882,525	704.74
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$27,195,986	\$54,977,801	\$82,173,787	\$44,410,595	\$37,763,192	704.74
FY 2007 Addenda	\$2,499,183	\$7,293,822	\$9,793,005	\$2,372,308	\$7,420,697	13.00
FY 2007 TOTAL	\$29,695,169	\$62,271,623	\$91,966,792	\$46,782,903	\$45,183,889	717.74
FY 2008 Base Budget	\$27,195,986	\$54,977,801	\$82,173,787	\$44,410,595	\$37,763,192	704.74
FY 2008 Addenda	\$2,746,187	\$8,979,713	\$11,725,900	\$2,372,308	\$9,353,592	13.00
FY 2008 TOTAL	\$29,942,173	\$63,957,514	\$93,899,687	\$46,782,903	\$47,116,784	717.74
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$17,704,000	\$40,800,000	\$58,504,000	\$0	\$58,504,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Transfers amounts from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$672,262 (GF) and \$541,473 (NGF).
- ▶ **Annualize faculty salary costs**
Adjust agency budget to provide funding to support the four percent increase authorized by the 2005 General Assembly. For each year, \$223,419 (GF) and \$120,303 (NGF).
- ▶ **Increase nongeneral fund appropriation for sponsored programs**
Increases nongeneral fund appropriation to include the private match for the eminent scholars program. For each year, \$3,480 (NGF).
- ▶ **Increase nongeneral fund appropriation**
Increases nongeneral fund appropriation to accommodate grants from the Center for Innovative Technology and Newport New Public Schools. The awarded funding supports the Virginia Electronic Commerce Technology Center (VECTEC) and the GEAR-UP program. For each year, \$215,294 (NGF).
- ▶ **Increase nongeneral fund appropriation and positions for the Ferguson Center for the Arts**
Increases nongeneral appropriation to support the operation and maintenance of the Ferguson Center for the Arts. For 2007, \$4.2 million (NGF) and six positions. For 2008, \$4.2 million (NGF).
- ▶ **Increase support for operation and maintenance of the University Bookstore**
Increases nongeneral appropriation to support the operation and maintenance of the University Bookstore. For 2007, \$500,000 (NGF) and four positions. For 2008, \$500,000 (NGF).
- ▶ **Adjust nongeneral fund appropriation for auxiliary enterprises**
Increases the nongeneral fund appropriation to accommodate an increase in student fees to support auxiliary enterprise programs. For 2007, \$1.1 million (NGF) and three positions. For 2008, \$1.1 million (NGF).

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$87,026 (GF). For 2008, \$111,178 (GF).
- ▶ **Provide funding for support services**
Provides additional funding for support services to address increasing demand from students and faculty. For each year, \$143,846 (GF) and \$76,102 (NGF).
- ▶ **Adjust nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$1.6 million (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$859,302 (GF) and \$423,238 (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$249,957 (GF).
- ▶ **Fund faculty salary increases**
Provides funds for faculty salary increases averaging 3.3 percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$263,371 (GF) and \$139,432 (NGF). For 2008, \$486,223 (GF) and \$257,412 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Renovate and construct addition to Gosnold Hall**
Provides additional funding to address the recent market escalation of construction costs associated with the renovation of an academic building on the campus. For the biennium, \$2.3 million (GF).
- ▶ **Construct New Academic Building**
Provides funding to construct a new 64,000 square foot academic building on the site of the old student center. For the biennium, \$15.4 million (GF).
- ▶ **Construct Residence Hall V**
Provides funding to construct a 143,500 square foot dormitory on campus to house 450 students. Student housing has reached capacity and the university currently has a projected shortfall of over 400 beds by the Fall of 2008. The project will be financed through the issuance of 9(c) revenue bonds. Debt service will be paid from housing revenues. For the biennium, \$25.0 million (NGF).
- ▶ **Expand Freeman Center Gymnasium**
Provides funding to construct a 25,000 square foot expansion to the Freeman Center Gymnasium. The addition will include a second fitness center and auxiliary gymnasium to accommodate the increasing demand from students. For the biennium, \$7.5 million (NGF).
- ▶ **Expand Athletic Facilities II**
Provides funding to expand the athletic fields and facilities available for students. This project includes phase II of the baseball stadium, construction of a lacrosse field, expansion of the tennis facilities, and completion of the field hockey and softball fields. It will also add lighting to all athletic fields to accommodate evening activities. For the biennium, \$8.3 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$41,268,537	\$41,268,537	518.74	518.74
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,213,735	\$1,213,735	0.00	0.00
<i>Annualize faculty salary costs</i>	\$343,722	\$343,722	0.00	0.00
<i>Increase nongeneral fund appropriation and positions for the Ferguson Center for the Arts</i>	\$4,160,500	\$4,160,500	6.00	6.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$87,026	\$111,178	0.00	0.00
<i>Provide funding for support services</i>	\$219,948	\$219,948	0.00	0.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$0	\$1,567,911	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$1,282,540	\$1,282,540	0.00	0.00
<i>Fund faculty salary increases</i>	\$402,803	\$743,635	0.00	0.00
Total for Service Area	\$48,978,811	\$50,911,706	524.74	524.74

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,042,752	\$3,042,752	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$249,957	\$249,957	0.00	0.00
Total for Service Area	\$3,292,709	\$3,292,709	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,081,446	\$3,081,446	34.50	34.50
<i>Increase nongeneral fund appropriation for sponsored programs</i>	\$3,480	\$3,480	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$215,294	\$215,294	0.00	0.00
Total for Service Area	\$3,300,220	\$3,300,220	34.50	34.50

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$34,781,052	\$34,781,052	151.50	151.50
<i>Increase support for operation and maintenance of the University Bookstore</i>	\$500,000	\$500,000	4.00	4.00
<i>Adjust nongeneral fund appropriation for auxiliary enterprises</i>	\$1,114,000	\$1,114,000	3.00	3.00
Total for Service Area	\$36,395,052	\$36,395,052	158.50	158.50

The College Of William And Mary In Virginia

Mission Statement

The College of William and Mary in Virginia provides a broad liberal education in a stimulating academic environment enhanced by a talented and diverse student body. Effective instruction encourages the intellectual development of both student and teacher. Quality research supports the educational program by introducing students to the challenge and excitement of original discovery, and is a source of the knowledge and understanding required for societal improvement. Through public and community service, the university fulfills its responsibility to the Commonwealth's citizens as well as to the national and international communities.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$41,290,324	\$119,744,023	\$161,034,347	\$92,245,146	\$68,789,201	1,362.45
FY 2004	\$38,360,884	\$122,108,152	\$160,469,036	\$96,176,291	\$64,292,745	1,371.45
FY 2005	\$41,889,131	\$141,159,355	\$183,048,486	\$101,125,488	\$81,922,998	1,414.45
FY 2006	\$44,178,079	\$144,604,216	\$188,782,295	\$101,125,488	\$87,656,807	1,414.45
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$44,178,079	\$144,604,216	\$188,782,295	\$109,216,273	\$79,566,022	1,414.45
FY 2007 Addenda	\$4,106,615	\$11,463,105	\$15,569,720	\$5,281,702	\$10,288,018	0.00
FY 2007 TOTAL	\$48,284,694	\$156,067,321	\$204,352,015	\$114,497,975	\$89,854,040	1,414.45
FY 2008 Base Budget	\$44,178,079	\$144,604,216	\$188,782,295	\$109,216,273	\$79,566,022	1,414.45
FY 2008 Addenda	\$4,809,383	\$14,294,119	\$19,103,502	\$5,281,702	\$13,821,800	0.00
FY 2008 TOTAL	\$48,987,462	\$158,898,335	\$207,885,797	\$114,497,975	\$93,387,822	1,414.45
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$21,251,000	\$46,544,000	\$67,795,000	\$0	\$67,795,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.5 million (GF) and \$2.1 million (NGF).

▶ **Remove one-time spending amounts from agency budget**

Removes one-time funding that was provided as nonrecurring seed money for research enhancements. For each year, a reduction of \$324,800 (GF).

▶ **Annualize faculty salary increases**

Adjusts agency budget to provide funding to support the 4.8 percent increase authorized by the 2005 General Assembly for the College of William and Mary. For each year, \$527,331 (GF) and \$758,843 (NGF).

- ▶ **Increase nongeneral fund appropriation to increase student financial assistance**
Adjusts the agency budget to increase the 2006-08 base for student financial aid. For each year, \$1.3 million (NGF).
- ▶ **Adjust nongeneral fund appropriation to reflect additional auxiliary enterprise program revenue**
Increases the auxiliary enterprise appropriation for new debt service payments for bonds issued in 2006, and realigns the appropriation resulting from an administrative adjustment that shifted authority from operating funds to debt to support debt payments for bonds issued in the Fall of 2004. For each year, \$5.4 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$195,016 (GF). For 2008, \$307,933 (GF).
- ▶ **Adjust nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$2.0 million (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$1.2 million (GF) and \$574,921 (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$181,025 (GF).
- ▶ **Increase support for operation and maintenance of new facilities**
Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For the College of William and Mary, funding is included for the new School of Education. For 2007, \$323,700 (GF) and \$504,233 (NGF). For 2008, \$431,600 (GF) and \$672,310 (NGF).
- ▶ **Fund faculty salary increases**
Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$569,579 (GF) and \$814,401 (NGF). For 2008, \$1.1 million (GF) and \$1.5 million (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Construct Integrated Science Center**
Provides supplemental funding for recent construction price escalations. The project merges Rogers and Millington Halls into the single Integrated Science Center that will house the Biology, Psychology, and Chemistry departments. The project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$3.0 million (NGF).
- ▶ **Construct School of Business building**
Provides additional funding for a new business school. Construction of this facility will allow the college to offer both undergraduate and graduate programs in one facility, providing better interaction among students, faculty, and visitors. There will be dedicated spaces for the Centers for Excellence to enhance the executive education programs. The nongeneral fund portion of this project will be funded from both private funds and 9(d) revenue bonds. For the biennium, \$15.0 million (NGF).
- ▶ **Construct new dormitory**
Provides supplemental funding for recent construction price escalations. The project provides funds to construct a new dormitory providing 388 beds to replace facilities at the Dillard Complex, and to address larger than anticipated freshman classes. The project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$2.0 million (NGF).
- ▶ **Expand Small Hall**
Provides funds to build a laboratory addition onto Small Hall with adequate floor to floor heights to accommodate modern laboratory infrastructure and to create a facility which can be easily updated over its life. This addition will house teaching and research laboratories, and space for large group seminars. For the biennium, \$7.0 million (GF).
- ▶ **Renovate Office of Undergraduate Admissions**
Provides supplemental funding for recent construction price escalations. This project provides funds to renovate the former college bookstore to provide presentation and common space, office and storage. This facility will accommodate

approximately 20,000 visitors annually. The project will be funded from private funds. For the biennium, \$400,000 (NGF).

► **Acquire Williamsburg Community Hospital**

Provides funding to acquire the Sentara Williamsburg Community Hospital, a 217,000 square foot facility located on 22 acres of land contiguous to the college's campus. Plans for this facility include the relocation of the School of Education and space for the Center for Excellence in Aging and Geriatric Health, Professional Development Program, and classes conducted by the Christopher Wren Society. The nongeneral fund portion of this project will be funded through auxiliary revenues. For the biennium, \$6.0 million (GF) and \$2.5 million (NGF).

► **Renovate power plant and make utility improvements**

Authorizes the college to upgrade its existing power plant serving the academic and historic sections of the campus and provide for improvements to associated underground utility distribution systems. The nongeneral fund portion of this project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$8.3 million (GF) and \$5.4 million (NGF).

► **Construct ensemble rehearsal facility**

Provides funds to construct phase one of a 24,700 square foot, two-story ensemble rehearsal facility. The ground floor will contain rehearsal rooms, ensemble rooms, faculty offices and instrument storage. The second floor will house practice rooms. The project will be funded from private funds. For the biennium, \$11.4 million (NGF).

► **Renovate and expand student health center to include the counseling center**

Provides funding to design the renovation and expansion of the King Student Health Center, to include the counseling center. The student health center will be capable of providing both physical and mental health services in one location. The project will be funded from auxiliary revenues. For the biennium, \$900,000 (NGF).

► **Renovate dormitories**

Provides funds for exterior repairs to graduate housing, electrical upgrades to sorority houses, and condensation improvements to the Wendy and Emery Reves Center for International Studies. The project will be funded from the issuance of 9(c) revenue bonds. For the biennium, \$5.0 million (NGF).

► **Acquire property**

Authorizes the college to purchase property that is strategically important to the campus as it becomes available. The project will be funded from auxiliary revenues. For the biennium, \$1.0 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$109,693,964	\$109,693,964	1,137.95	1,137.95
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,559,707	\$3,559,707	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$324,800)	(\$324,800)	0.00	0.00
<i>Annualize faculty salary increases</i>	\$1,286,174	\$1,286,174	0.00	0.00
<i>Increase nongeneral fund appropriation to increase student financial assistance</i>	\$1,294,500	\$1,294,500	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$195,016	\$307,933	0.00	0.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$0	\$1,973,828	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$1,742,185	\$1,742,185	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$827,933	\$1,103,910	0.00	0.00
<i>Fund faculty salary increases</i>	\$1,383,980	\$2,555,040	0.00	0.00
Total for Service Area	\$119,658,659	\$123,192,441	1,137.95	1,137.95

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,157,943	\$5,157,943	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$181,025	\$181,025	0.00	0.00
Total for Service Area	\$5,338,968	\$5,338,968	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$24,946,609	\$24,946,609	30.50	30.50
Total for Service Area	\$24,946,609	\$24,946,609	30.50	30.50

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$48,983,779	\$48,983,779	246.00	246.00
<i>Adjust nongeneral fund appropriation to reflect additional auxiliary enterprise program revenue</i>	\$5,424,000	\$5,424,000	0.00	0.00
Total for Service Area	\$54,407,779	\$54,407,779	246.00	246.00

Richard Bland College

Mission Statement

Richard Bland College provides a traditional curriculum in the liberal arts and sciences leading to the associate degree, and other programs appropriate to a junior college. The curriculum is intended to allow students to acquire junior status after transferring to a four-year college, or to pursue expanded career opportunities. The college also serves the public by providing educational and cultural opportunities for the community at large.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$4,646,655	\$2,575,683	\$7,222,338	\$5,374,272	\$1,848,066	102.66
FY 2004	\$4,443,833	\$2,613,683	\$7,057,516	\$5,272,194	\$1,785,322	100.16
FY 2005	\$4,803,467	\$3,289,209	\$8,092,676	\$5,162,300	\$2,930,376	100.16
FY 2006	\$4,881,116	\$3,529,136	\$8,410,252	\$5,162,300	\$3,247,952	100.16
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$4,881,116	\$3,529,136	\$8,410,252	\$5,353,000	\$3,057,252	100.16
FY 2007 Addenda	\$1,029,717	\$262,469	\$1,292,186	\$288,328	\$1,003,858	0.00
FY 2007 TOTAL	\$5,910,833	\$3,791,605	\$9,702,438	\$5,641,328	\$4,061,110	100.16
FY 2008 Base Budget	\$4,881,116	\$3,529,136	\$8,410,252	\$5,353,000	\$3,057,252	100.16
FY 2008 Addenda	\$1,063,681	\$373,971	\$1,437,652	\$288,328	\$1,149,324	0.00
FY 2008 TOTAL	\$5,944,797	\$3,903,107	\$9,847,904	\$5,641,328	\$4,206,576	100.16
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$2,500,000	\$0	\$2,500,000	\$0	\$2,500,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$157,887 (GF) and \$71,438 (NGF).
- ▶ **Annualize faculty salary increases**
Adjusts agency budget to provide funding to support the 4.8 percent increase authorized by the 2005 General Assembly for Richard Bland College. For each year, \$38,352 (GF) and \$20,651 (NGF).
- ▶ **Increase nongeneral fund appropriation**
Adjusts agency budget to reflect the receipt of private funds. For each year, \$25,000 (NGF).
- ▶ **Reduce nongeneral fund appropriation to more accurately reflect tuition collections**
Aligns the nongeneral fund appropriation with actual tuition collections. For 2007, a decrease of \$246,225 (NGF). For 2008, a decrease of \$146,225 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$19,671 (GF). For 2008, \$30,436 (GF).

► **Provide information technology support**

Provides funds for implementation of several information technology upgrades to improve network security, reduce single points of failure on the campus network, improve services to students by enhancing web-based services, and enhance the reporting capabilities of the recently implemented student component of the administrative system. For each year, \$109,256 (GF) and \$54,056 (NGF).

► **Fund growth in enrollment and degree completions**

Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$657,728 (GF) and \$323,956 (NGF).

► **Increase undergraduate student financial assistance**

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$19,406 (GF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging two percent effective November 25, 2006. These funds allow the college to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase from administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$27,417 (GF) and \$13,593 (NGF). For 2008, \$50,616 (GF) and \$25,095 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Renovate and expand art building and library**

Provides supplemental funding for recent construction price escalations. This project reflects the recent merging of two separate projects, renovating the library and renovating and expanding the art building. This project will expand the library to the second floor of the existing building, renovate and upgrade the existing infrastructure, and provide handicapped access. However, before the renovation of the library can begin, the college must renovate and expand the vacant art building to house the admissions office, currently located on the second floor of the library, and the financial aid office. Funding is also provided for the cost of equipment and furnishings for the library that is scheduled to be completed in 2007. For the biennium, \$700,000 (GF).

► **Construct elevated water tank for fire suppression**

Provides funds to install a 200,000 gallon elevated water tower to boost water pressure enabling the college to install sprinkler systems when doing future building renovations and provide sufficient water supply and flow in case of fire in existing campus buildings. Currently, the water pressure and flow is insufficient, providing inadequate fire protection. For the biennium, \$1.5 million (GF).

► **Renovate and expand Pecan Grove Hall**

Provides funding to renovate and expand the president's house, which is historically significant. The current structure, built in 1910, has limited space for public functions of any size. For the biennium, \$300,000 (GF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,297,563	\$7,297,563	97.16	97.16
<i>Transfer centrally funded amounts to agency budgets</i>	\$229,325	\$229,325	0.00	0.00
<i>Annualize faculty salary increases</i>	\$59,003	\$59,003	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$25,000	\$25,000	0.00	0.00
<i>Reduce nongeneral fund appropriation to more accurately reflect tuition collections</i>	(\$246,225)	(\$146,225)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$19,671	\$30,436	0.00	0.00
<i>Provide information technology support</i>	\$163,312	\$163,312	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$981,684	\$981,684	0.00	0.00
<i>Fund faculty salary increases</i>	\$41,010	\$75,711	0.00	0.00
Total for Service Area	\$8,570,343	\$8,715,809	97.16	97.16

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$242,579	\$242,579	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$19,406	\$19,406	0.00	0.00
Total for Service Area	\$261,985	\$261,985	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$535,110	\$535,110	3.00	3.00
Total for Service Area	\$535,110	\$535,110	3.00	3.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$335,000	\$335,000	0.00	0.00
Total for Service Area	\$335,000	\$335,000	0.00	0.00

Virginia Institute of Marine Science

Mission Statement

The Virginia Institute of Marine Science conducts interdisciplinary research in coastal ocean and estuarine science, educates students and citizens, and provides advisory service to policy makers, industry, and the public.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$16,325,076	\$17,924,972	\$34,250,048	\$19,981,225	\$14,268,823	371.12
FY 2004	\$14,839,238	\$19,706,463	\$34,545,701	\$19,818,074	\$14,727,627	356.07
FY 2005	\$16,443,300	\$20,919,489	\$37,362,789	\$20,996,245	\$16,366,544	356.07
FY 2006	\$17,550,793	\$20,884,299	\$38,435,092	\$20,996,245	\$17,438,847	359.07
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$17,550,793	\$20,884,299	\$38,435,092	\$23,149,024	\$15,286,068	359.07
FY 2007 Addenda	\$2,481,611	\$3,390,605	\$5,872,216	\$4,128,017	\$1,744,199	3.00
FY 2007 TOTAL	\$20,032,404	\$24,274,904	\$44,307,308	\$27,277,041	\$17,030,267	362.07
FY 2008 Base Budget	\$17,550,793	\$20,884,299	\$38,435,092	\$23,149,024	\$15,286,068	359.07
FY 2008 Addenda	\$3,909,841	\$3,426,856	\$7,336,697	\$4,361,851	\$2,974,846	5.00
FY 2008 TOTAL	\$21,460,634	\$24,311,155	\$45,771,789	\$27,510,875	\$18,260,914	364.07
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$9,433,000	\$250,000	\$9,683,000	\$0	\$9,683,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$906,549 (GF) and \$99,341 (NGF).
- ▶ **Remove one-time spending amounts from agency budget**
Removes one-time funding that was provided as nonrecurring seed money for research enhancements. For each year, a reduction of \$355,250 (GF).
- ▶ **Annualize faculty salary increases**
Adjusts agency budget to provide funding to support the 4.8 percent increase authorized by the 2005 General Assembly for the Virginia Institute of Marine Science. For each year, \$287,348 (GF) and \$15,124 (NGF).
- ▶ **Increase nongeneral fund appropriation**
Adjusts agency budget to reflect additional federal research grants and contracts realized in 2006. For each year, \$588,038 (NGF).
- ▶ **Adjust nongeneral fund appropriation to reflect increased federal grants**
Reflects the result of the agency's pursuit of additional federal research dollars for 2007 and 2008. For each year, \$2.2 million (NGF).
- ▶ **Adjust nongeneral fund appropriation for 2004-2006 Central Account actions**
Parallels the central account base adjustments to the educational and general programs. For each year, \$435,189 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$1,311 (GF). For 2008, \$20,268 (GF).

► **Assess and verify the cleanup of the Chesapeake Bay**

Permits the Institute to study and verify the effectiveness of Virginia's efforts in cleaning up the Chesapeake Bay and its tributaries by the 2010 Environmental Protection Agency deadline. As the Commonwealth's scientific advisor, the Institute will support this effort by deploying, operating and maintaining continuous data instruments to monitor Virginia's progress. For 2007, \$1.1 million (GF) and three positions. For 2008, \$1.8 million (GF) and two additional positions.

► **Increase support for operation and maintenance of new facilities**

Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For the Virginia Institute of Marine Science, funding is included for the new Marine Research Building Complex and Field Support Center. For 2007, \$391,170 (GF) and \$20,588 (NGF). For 2008, \$951,615 (GF) and \$50,085 (NGF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the Institute to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$151,669 (GF) and \$7,983 (NGF). For 2008, \$280,004 (GF) and \$14,737 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Construct marine research building complex**

Provides supplemental funding for recent construction price escalations. This project supports the replacement of three outdated laboratory buildings (Brooke, Davis, and Byrd Halls) with the construction of a new research laboratory complex. This complex will include a new scientific research building and a freestanding seawater laboratory. For the biennium, \$6.0 million (GF).

► **Replace the Eastern Shore Seawater Laboratory**

Provides funds to construct a new laboratory building with running sea water for research in coastal marine ecology and aquaculture in a high salinity environment. Since the early 1960's, the Eastern Shore Seawater Laboratory has been the focal point for aquaculture research at the Institute. Currently, the antiquated structure, formerly a late 1800's oyster shucking house, constitutes the only high salinity aquaculture research facility in the Commonwealth and supports much of the research in oyster and clam aquaculture selective breeding. For the biennium, \$3.4 million (GF).

► **Acquire additional property for the Chesapeake Bay National Estuarine Research Reserve Program**

Authorizes the acquisition of property using funds from the National Oceanographic and Atmospheric Administration. These acquired properties would become part of the Virginia Estuarine and Coastal Research Reserve System. The project will be funded through federal grants. For the biennium, \$250,000 (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,018,692	\$19,018,692	264.07	264.07
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,005,890	\$1,005,890	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$355,250)	(\$355,250)	0.00	0.00
<i>Annualize faculty salary increases</i>	\$302,472	\$302,472	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,311	\$20,268	0.00	0.00
<i>Assess and verify the cleanup of the Chesapeake Bay</i>	\$1,098,814	\$1,819,307	3.00	5.00
<i>Increase support for operation and maintenance of new facilities</i>	\$411,758	\$1,001,700	0.00	0.00
<i>Fund faculty salary increases</i>	\$159,652	\$294,741	0.00	0.00
Total for Service Area	\$21,643,339	\$23,107,820	267.07	269.07

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,416,400	\$19,416,400	95.00	95.00
<i>Increase nongeneral fund appropriation</i>	\$588,038	\$588,038	0.00	0.00
<i>Adjust nongeneral fund appropriation to reflect increased federal grants</i>	\$2,224,342	\$2,224,342	0.00	0.00
<i>Adjust nongeneral fund appropriation for 2004-2006 Central Account actions</i>	\$435,189	\$435,189	0.00	0.00
Total for Service Area	\$22,663,969	\$22,663,969	95.00	95.00

George Mason University

Mission Statement

George Mason University is pursuing four complementary paths: creation of a strong and vital undergraduate program to ensure the full development of its students; anticipation of the needs of the future through an emphasis on high technology; exposition of the public-policy implications of new societal directions; and promotion of the cultural life of its students and the region through an emphasis on the performing arts and humanities. The university views research as an integral part of the educational enterprise, involving both students and the faculty.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$102,255,368	\$238,441,868	\$340,697,236	\$215,896,497	\$124,800,739	2,863.02
FY 2004	\$96,772,528	\$257,262,051	\$354,034,579	\$222,309,988	\$131,724,591	2,912.02
FY 2005	\$106,636,131	\$339,468,063	\$446,104,194	\$227,304,406	\$218,799,788	3,119.00
FY 2006	\$117,789,698	\$363,595,629	\$481,385,327	\$230,304,406	\$251,080,921	3,139.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$117,789,698	\$363,595,629	\$481,385,327	\$264,655,592	\$216,729,735	3,139.00
FY 2007 Addenda	\$23,366,498	\$50,063,784	\$73,430,282	\$13,917,955	\$59,512,327	302.71
FY 2007 TOTAL	\$141,156,196	\$413,659,413	\$554,815,609	\$278,573,547	\$276,242,062	3,441.71
FY 2008 Base Budget	\$117,789,698	\$363,595,629	\$481,385,327	\$264,655,592	\$216,729,735	3,139.00
FY 2008 Addenda	\$24,810,629	\$63,713,075	\$88,523,704	\$14,610,675	\$73,913,029	322.71
FY 2008 TOTAL	\$142,600,327	\$427,308,704	\$569,909,031	\$279,266,267	\$290,642,764	3,461.71
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$35,428,000	\$146,626,000	\$182,054,000	\$0	\$182,054,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.9 million (GF) and \$3.2 million (NGF).

► **Remove one-time spending from agency budget**

Adjusts agency budget to remove one-time funding that was provided as nonrecurring seed money for research enhancements. For each year, a reduction of \$885,875 (GF).

► **Provide the full cost of partially funded items**

Adjusts agency budget to annualize the mid year salary increase authorized by the 2005 General Assembly for George Mason University, and to annualize operating and maintenance funding for Fairfax Research I Building. For each year, \$1.3 million (GF) and \$982,125 (NGF).

► **Increase nongeneral fund appropriation to reflect administrative increases in agency budget**

Adjusts agency budget to increase the nongeneral fund appropriation authority for non-tuition related items within the educational and general program (Study Abroad and English Language Institute), increase the nongeneral fund appropriation to support the eminent scholars program, and increase the nongeneral fund appropriation in sponsored programs for indirect cost recoveries. For each year, \$3.5 million (NGF).

► **Increase nongeneral fund appropriation and position level for tuition and other fee-related revenues**

Adjusts the nongeneral fund appropriation and position levels to reflect additional tuition and fee revenue. For 2007, 240.71 positions. For 2008, \$5.3 million (NGF).

► **Increase nongeneral fund appropriation and position level for auxiliary enterprise program revenue**

Adjusts agency budget to reflect an increase in the nongeneral fund appropriation and position level for auxiliary enterprises operations for the 2006-2008 biennium. This increase is necessary to accommodate growth in operational support areas such as student unions, housing, dining, student activities, and recreational activities. For 2007, \$7.8 million (NGF) and 20 positions. For 2008, \$15.1 million (NGF) and 20 additional positions.

► **Increase nongeneral fund appropriation and position level for sponsored program revenue**

Adjusts the agency budget to reflect increases in nongeneral fund revenue and position levels within the university's research program. The increase will be supported through funding from federal, state, private and local sources of external funds. For 2007, \$25.0 million (NGF) and 42 positions. For 2008, \$25.0 million (NGF).

► **Transfer dollars among fund details to cover debt service payments**

Adjusts agency budget by transferring dollars between nongeneral funds to cover debt service payments in auxiliary enterprise programs. (Net zero adjustment)

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$254,641 (GF). For 2008, \$380,333 (GF).

► **Fund growth in enrollment and degree completions**

Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$17.1 million (GF) and \$8.4 million (NGF).

► **Increase undergraduate student financial assistance**

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$1.2 million (GF).

► **Increase support for operation and maintenance of new facilities**

Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For George Mason University, funding is included for the Krasnow Institute Addition. For 2007, \$15,092 (GF) and \$38,158 (NGF). For 2008, \$30,184 (GF) and \$76,316 (NGF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging 3.7 percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$1.5 million (GF) and \$1.2 million (NGF). For 2008, \$2.8 million (GF) and \$2.2 million (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Construct Patriot Center addition, phase II**

Provides additional funding to construct a 20,400 square foot practice facility as an addition to the existing Patriot Center for use by the men's and women's basketball programs. The Patriot Center is a multi-use facility, serving as both home to the two intercollegiate basketball programs as well as a year-round concert and events venue. The project also provides space for academic advising of student athletes. For the biennium, \$5.2 million (NGF).

► **Construct Academic V facility**

Provides additional funding to address recent construction price escalations associated with construction of Academic V, a 120,000 square foot academic instruction and research building. For the biennium, \$3.6 million (GF).

► **Renovate Thompson, West, and Pohick**

Provides additional funding to address recent construction price escalations associated with renovation of Thompson, West and Pohick Halls. In addition, funding is provided for the cost of equipment and furnishings for the West Hall portion of the project, scheduled for completion in 2006. Previously, only the construction portion of this project was funded. For the biennium, \$4.3 million (GF).

► **Construct Addition to Krasnow Institute**

Provides additional funding to an existing project to renovate approximately 700 square feet to accommodate the placement of a Siemens Allegra 3-T scanner, which the University has recently purchased. The renovation will consist of removal of windows, expansion of a concrete pad, removing walls, and reconstruction of sheet rock in order to accommodate the installation of this scanner. The project will be funded from 9(d) revenue bonds. For the biennium, \$500,000 (NGF).

► **Construct fieldhouse addition**

Provides funds for the expansion of the athletic facilities by continuing the multi-year upgrade to the field house located on the west side of the Fairfax campus. The project adds 13,300 square feet to practice and training areas in the field house for intercollegiate athletic activities. Completion of this project will add space to meet critical shortfalls for practice areas and strength and conditioning areas. The project also renovates 21,800 square feet of existing court and track surfaces on the main track, and indoor infield surfaces to allow continued use by university athletes. Finally, the project adds lighting to adjacent outdoor tennis courts. This lighting upgrade will increase usage and allow for the hosting of multi-school tournaments. This project will be funded from 9(d) revenue bonds. For the biennium, \$5.4 million (NGF).

► **Construct academic VI and research II facility**

Provides funds to construct a 120,000 square foot academic and research building. Included within this project will be general classrooms, faculty offices, instructional labs and research labs. For the biennium, \$25.0 million (GF) and \$25.3 million (NGF).

► **Renovate student union building II**

Provides funds for the adaptive re-use of former dining hall space in Student Union II vacated by the construction of new replacement dining facilities in the northeast sector of the Fairfax campus. This project demolishes the kitchen, servery, and dining equipment and builds flexible office space in its place. When completed, the facility will collect most student services functions in a single space, providing a "one-stop shop" environment to ease access to student services. For the biennium, \$4.0 million (NGF).

► **Construct housing VII and entrance road realignment**

Provides funds for the construction of Housing VII-C. The final phase of the residential development will include retail space, fitness and food service. In addition, a 20,000 square foot welcome center and the realignment of Patriot Circle and related utilities are to be included in the project. The project will be funded from a combination of 9(c) and 9(d) revenue bonds. For the biennium, \$56.0 million (NGF).

► **Construct physical education addition, phase II**

Provides funds for the expansion of physical education facilities on the Fairfax campus. This project adds 23,500 square feet to the existing building for four racquetball and two squash courts, two basketball courts and an indoor running/jogging track. In addition, the project completes the renovation and upgrade of Robinson field, the GMU intramural and club sport facility, and adds 10,400 square feet to facilities outside the building for new grandstands for 1,500 patrons, public amenities, tournament locker rooms, and facilities on the perimeter of Robinson field. The project will be funded from 9(d) revenue bonds. For the biennium, \$8.2 million (NGF).

► **Construct and improve softball field complex**

Provides funds to construct enhancements to the university's outdoor softball complex, creating facilities which allow for intercollegiate softball tournaments. The project adds tournament locker rooms, spectator seating, restrooms, and concession stands. The project will be funded from private funds. For the biennium, \$2.0 million (NGF).

► **Construct biocontainment laboratory**

Provides funds to acquire property in Prince William County for construction of a new biocontainment laboratory. The university was recently received a \$25 million grant from the National Institutes of Health to become a regional resource for research institutions in the mid-Atlantic region. This facility will include biosafety level one and three laboratories, animal facilities and support space. The nongeneral fund portion of the project will be funded from a combination of private and 9(d) revenue bonds. For the biennium, \$2.5 million (GF) and \$40.0 million (NGF).

► **Construct faculty and staff housing (PPEA)**

Provides authorization for the university to enter into an agreement with a private entity to construct affordable housing for faculty and staff. The project will construct a mix of apartment, townhouse, and single family dwellings to offset the high cost of living in the Washington, DC area.

► **Construct university based retirement center (PPEA)**

Provides authorization for the university to enter into an agreement with a private entity to construct a university based retirement center. The project will construct a retirement community on the Fairfax grounds to provide apartment style living space for healthy seniors.

► **Construct hotel conference center (PPEA)**

Provides authorization for the university to enter into an agreement with a private entity to construct a conference center complete with hotel-style rooms and amenities on the Fairfax campus. The facility will consist of 150 guest rooms complete with a full service restaurant, reception and waiting area. Adjacent to the hotel will be a 200,000 square foot conference facility complete with a mixture of small and large meeting areas.

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$261,968,479	\$261,968,479	2,484.00	2,484.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$6,064,599	\$6,064,599	0.00	0.00
<i>Remove one-time spending from agency budget</i>	(\$885,875)	(\$885,875)	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$2,243,076	\$2,243,076	0.00	0.00
<i>Increase nongeneral fund appropriation to reflect administrative increases in agency budget</i>	\$2,200,000	\$2,200,000	0.00	0.00
<i>Increase nongeneral fund appropriation and position level for tuition and other fee-related revenues</i>	\$0	\$5,257,155	240.71	240.71
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$254,641	\$380,333	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$25,489,390	\$25,489,390	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$53,250	\$106,500	0.00	0.00
<i>Fund faculty salary increases</i>	\$2,717,383	\$5,016,708	0.00	0.00
Total for Service Area	\$300,104,943	\$307,840,365	2,724.71	2,724.71

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,181,393	\$10,181,393	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$1,213,318	\$1,213,318	0.00	0.00
Total for Service Area	\$11,394,711	\$11,394,711	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$129,642,223	\$129,642,223	397.00	397.00
<i>Increase nongeneral fund appropriation to reflect administrative increases in agency budget</i>	\$1,320,000	\$1,320,000	0.00	0.00
<i>Increase nongeneral fund appropriation and position level for sponsored program revenue</i>	\$25,000,000	\$25,000,000	42.00	42.00
Total for Service Area	\$155,962,223	\$155,962,223	439.00	439.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$79,593,232	\$79,593,232	258.00	258.00
<i>Increase nongeneral fund appropriation and position level for auxiliary enterprise program revenue</i>	\$7,760,500	\$15,118,500	20.00	40.00
Total for Service Area	\$87,353,732	\$94,711,732	278.00	298.00

James Madison University

Mission Statement

James Madison University is committed to preparing students to become educated and enlightened citizens who will live productive and meaningful lives.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$60,068,634	\$171,854,805	\$231,923,439	\$124,162,038	\$107,761,401	2,360.14
FY 2004	\$55,788,014	\$177,967,468	\$233,755,482	\$122,208,080	\$111,547,402	2,290.39
FY 2005	\$62,668,555	\$205,916,425	\$268,584,980	\$135,472,523	\$133,112,457	2,413.14
FY 2006	\$69,118,510	\$227,283,033	\$296,401,543	\$141,827,670	\$154,573,873	2,499.14
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$69,118,510	\$227,283,033	\$296,401,543	\$153,769,158	\$142,632,385	2,499.14
FY 2007 Addenda	\$7,501,545	\$36,316,864	\$43,818,409	\$20,536,842	\$23,281,567	101.00
FY 2007 TOTAL	\$76,620,055	\$263,599,897	\$340,219,952	\$174,306,000	\$165,913,952	2,600.14
FY 2008 Base Budget	\$69,118,510	\$227,283,033	\$296,401,543	\$153,769,158	\$142,632,385	2,499.14
FY 2008 Addenda	\$8,266,841	\$55,838,055	\$64,104,896	\$30,588,122	\$33,516,774	155.00
FY 2008 TOTAL	\$77,385,351	\$283,121,088	\$360,506,439	\$184,357,280	\$176,149,159	2,654.14
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$14,341,000	\$71,097,000	\$85,438,000	\$0	\$85,438,000	0.00
FY 2008 Capital	\$12,000,000	\$0	\$12,000,000	\$0	\$12,000,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.1 million (GF) and \$3.0 million (NGF).

► **Annualize faculty salary costs**

Adjusts agency budget to provide funding to support the 4.0 percent increase authorized by the 2005 General Assembly for James Madison University. For each year, \$624,353 (GF) and \$704,058 (NGF).

► **Reflect administrative nongeneral fund increases in agency budget**

Provides adjustments to increase the nongeneral fund appropriation for the educational and general program to reflect the collection of additional revenues from increased student enrollment. For each year, \$7.6 million (NGF).

► **Increase nongeneral fund appropriation to reflect additional auxiliary enterprise revenue**

Increases the nongeneral fund appropriation to reflect anticipated revenues and expenditures in auxiliary enterprise programs. For each year, \$7.3 million (NGF).

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$213,333 (GF). For 2008, \$331,002 (GF).
- ▶ **Adjust nongeneral fund appropriation for auxiliary enterprises**
Increases the nongeneral fund appropriation to incorporate additional student fees into the university's base budget. For 2007, \$7.9 million (NGF) and 11 positions. For 2008, \$14.2 million (NGF) and 14 additional positions.
- ▶ **Increase appropriation for sponsored program revenue growth**
Increases the nongeneral fund appropriation for additional grant and contract activity. For 2007, \$2.3 million (NGF) and eight positions. For 2008, \$3.8 million (NGF) and five additional positions.
- ▶ **Increase appropriation for nongeneral fund revenues**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2007, \$5.1 million (NGF). For 2008, \$16.1 million (NGF) and 35 additional positions.
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For 2007, \$3.4 million (GF), \$1.7 million (NGF), and 10 positions. For 2008, \$3.4 million (GF) and \$1.7 million (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$414,961 (GF).
- ▶ **Fund faculty salary increases**
Provides funds for faculty salary increases averaging 3.5 percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$765,377 (GF) and \$849,860 (NGF). For 2008, \$1.4 million (GF) and \$1.6 million (NGF).
- ▶ **Increase position level**
Provides adjustments to increase positions to reflect anticipated revenue growth in auxiliary programs. For 2007, 72 positions.

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Provide appropriation for nongeneral fund maintenance reserve projects**
Provides appropriation to address deferred maintenance issues throughout the campus. This project will be funded from auxiliary enterprise revenues. For the biennium, \$2.9 million (NGF).
- ▶ **Acquire Rockingham Memorial Hospital, phase II**
Provides funding for the acquisition of Rockingham Memorial Hospital, located adjacent to the campus of James Madison University. The project provides the university with 600,000 square feet upon acquisition, and was initiated in Chapter 951, 2005 Acts of Assembly. For the biennium, \$24.0 million (GF).
- ▶ **Renovate Miller Hall**
Provides funding for the cost of equipment and furnishings for Miller Hall that is scheduled to be completed in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$2.3 million (GF).
- ▶ **Construct new residence hall**
Provides funding to construct dormitory space to house 500 students in apartment style units. The project will be financed through the issuance of 9(d) revenue bonds. Debt service will be paid from housing revenues. For the biennium, \$34.3 million (NGF).
- ▶ **Renovate Bluestone Hall, phase IV**
Provides funding for dormitory renovation projects to upgrade facility living space and plumbing, electrical, HVAC, sprinkler systems and to bring building to the standards established by the college's accessibility plan. The projects are scheduled to be completed by fall of 2008 and will be funded through the issuance of 9(c) bonds. Debt service will be paid from housing revenues. For the biennium, \$23.9 million (NGF).
- ▶ **Renovate and expand Bridgeforth Stadium**
Provides funding to renovate and expand Bridgeforth Stadium. The project will renovate the existing facility used to support the athletic program and to expand its seating capacity by 10,000 and accommodate other athletic programs and

commencement. The project will be funded by the issuance of 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$10.0 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$161,811,766	\$161,811,766	1,733.29	1,733.29
<i>Transfer centrally funded amounts to agency budgets</i>	\$5,059,601	\$5,059,601	0.00	0.00
<i>Annualize faculty salary costs</i>	\$1,328,411	\$1,328,411	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$6,160,078	\$6,160,078	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$213,333	\$331,002	0.00	0.00
<i>Increase appropriation for nongeneral fund revenues</i>	\$4,879,977	\$15,559,385	0.00	35.00
<i>Fund growth in enrollment and degree completions</i>	\$5,110,276	\$5,110,276	10.00	10.00
<i>Fund faculty salary increases</i>	\$1,615,237	\$2,981,976	0.00	0.00
<i>Increase position level</i>	\$0	\$0	72.00	72.00
Total for Service Area	\$186,178,679	\$198,342,495	1,815.29	1,850.29

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,069,891	\$6,069,891	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$478,671	\$478,671	0.00	0.00
<i>Increase appropriation for nongeneral fund revenues</i>	\$250,000	\$500,000	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$414,961	\$414,961	0.00	0.00
Total for Service Area	\$7,213,523	\$7,463,523	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$32,225,269	\$32,225,269	150.50	150.50
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$933,948	\$933,948	0.00	0.00
<i>Increase appropriation for sponsored program revenue growth</i>	\$2,250,198	\$3,750,330	8.00	13.00
Total for Service Area	\$35,409,415	\$36,909,547	158.50	163.50

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$96,294,617	\$96,294,617	615.35	615.35
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$13,722	\$13,722	0.00	0.00
<i>Increase nongeneral fund appropriation to reflect additional auxiliary enterprise revenue</i>	\$7,250,660	\$7,250,660	0.00	0.00
<i>Adjust nongeneral fund appropriation for auxiliary enterprises</i>	\$7,859,336	\$14,231,875	11.00	25.00
Total for Service Area	\$111,418,335	\$117,790,874	626.35	640.35

Longwood University

Mission Statement

Longwood University is dedicated to the development of citizen leaders who are prepared to make positive contributions to the common good of society. Building upon its strong foundation in the liberal arts and sciences, the University provides an environment in which exceptional teaching fosters student learning, scholarship, and achievement. As the only four-year public institution in south central Virginia, Longwood University serves as a catalyst for regional prosperity and advancement.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$19,315,977	\$36,142,825	\$55,458,802	\$31,733,617	\$23,725,185	572.56
FY 2004	\$18,342,442	\$38,395,549	\$56,737,991	\$30,999,115	\$25,738,876	572.56
FY 2005	\$21,282,580	\$43,198,953	\$64,481,533	\$33,763,622	\$30,717,911	598.56
FY 2006	\$24,535,335	\$45,528,124	\$70,063,459	\$33,763,622	\$36,299,837	591.56
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$24,535,335	\$45,528,124	\$70,063,459	\$38,571,048	\$31,492,411	591.56
FY 2007 Addenda	\$3,235,268	\$7,278,461	\$10,513,729	\$2,069,436	\$8,444,293	21.00
FY 2007 TOTAL	\$27,770,603	\$52,806,585	\$80,577,188	\$40,640,484	\$39,936,704	612.56
FY 2008 Base Budget	\$24,535,335	\$45,528,124	\$70,063,459	\$38,571,048	\$31,492,411	591.56
FY 2008 Addenda	\$3,870,786	\$8,828,161	\$12,698,947	\$2,392,311	\$10,306,636	21.00
FY 2008 TOTAL	\$28,406,121	\$54,356,285	\$82,762,406	\$40,963,359	\$41,799,047	612.56
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$20,946,000	\$69,758,000	\$90,704,000	\$0	\$90,704,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$667,639 (GF) and \$619,510 (NGF).
- ▶ **Annualize faculty salary increases**
Adjusts agency budget to provide funding to support the 4.8 percent increase authorized by the 2005 General Assembly for Longwood University. For each year, \$205,634 (GF) and \$116,750 (NGF).
- ▶ **Reflect administrative nongeneral fund increases in agency budget**
Provides adjustments to incorporate anticipated sales of educational and general surplus property and an increase in tuition and fees into the university's base budget. For each year, \$3.5 million (NGF).
- ▶ **Transfer Commonwealth Graduate Engineering Program funding to Southern Virginia Higher Education Center**
Transfers funding for the Commonwealth Graduate Engineering Program to Southern Virginia Higher Education Center. (Net zero adjustment). For each year, a reduction of \$29,050 (GF).
- ▶ **Increase nongeneral fund appropriation for debt service to reflect additional auxiliary enterprise revenue**
Provides authority for the university to utilize auxiliary funds for costs related to debt service. For each year, \$2.0 million (NGF).
- ▶ **Increase nongeneral fund position level for educational and general programs**
Provides adjustments to increase the position level to support new faculty positions and positions in the Office of the Controller. For 2007, 20 positions.
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$109,599 (GF). For 2008, \$174,512 (GF).

- ▶ **Fund replacement of the university's financial reporting system**
Provides funding for the replacement of the financial reporting system. The current financial information system is no longer supported by the vendor and is antiquated. This will permit the university to improve its financial accounting and reporting systems. For each year, \$125,000 (GF) and \$70,925 (NGF).
- ▶ **Increasing funding for the Teaching through Technology program**
Provides funding to increase the number of school divisions participating in the Teaching through Technology program from 22 to 50. This program will partner with K-12 schools to foster a technological learning environment, encouraging better outcomes for students in the region. For 2007, \$91,867 (GF), \$52,093 (NGF), and one position. For 2008, \$100,000 (GF) and \$36,200 (NGF).
- ▶ **Adjust nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$1.2 million (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$1.5 million (GF) and \$735,702 (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$253,089 (GF).
- ▶ **Increase support for operation and maintenance of new facilities**
Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For Longwood University, funding is included for the Theater Art and Communications building, Athletic Training building and heating plant. For 2007, \$81,411 (GF) and \$46,167 (NGF). For 2008, \$443,868 (GF) and \$251,711 (NGF).
- ▶ **Fund faculty salary increases**
Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$236,382 (GF) and \$134,049 (NGF). For 2008, \$436,397 (GF) and \$247,475 (NGF).
- ▶ **Eliminate language regarding the Teaching through Technology program**
Authorizes the agency to incorporate this language and funding as a part of the overall university program. This action is contained in Budget Bill language.

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Renovate Jarman Hall**
Provides funds for the cost of equipment and furnishings for Jarman Hall that is scheduled to be completed in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$1.5 million (GF).
- ▶ **Construct fitness center/field house**
Provides supplemental funding for recent construction price escalations. This project provides funds to complete the student fitness center, an 80,000 square foot facility for student recreation and fitness. The facility is an integral part of student health and wellness, and will contribute to the development and expansion of the university's move to NCAA Division I athletics. The project will be funded from 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$4.0 million (NGF).
- ▶ **Improve storm water retention structure**
Provides supplemental funding for recent construction price escalations. This project provides funds to construct a storm water retention facility. Construction of the facility is an part of the university's capital plan and will allow the university to continue other capital projects. For the biennium, \$188,000 (GF).
- ▶ **Construct Bedford Wygal Connector**
Provides funds for the cost of equipment and furnishings and provides supplemental funding for recent construction price escalations for the Bedford Wygal Connector that is scheduled to be completed in 2007. Previously, only the construction portion of this project was funded. This project provides funds to construct a 40,000 square foot addition for instructional space. For the biennium, \$3.7 million (GF).
- ▶ **Renovate student housing**
Provides supplemental funding for recent construction price escalations. These projects are part of an ongoing dormitory renovation and modernization program intended to improve the quality of life on campus. The project is scheduled to be completed by fall of 2008 and will be funded through the issuance of 9(c) bonds. Revenues from

housing will support the debt service. For the biennium, \$2.6 million (NGF).

► **Renovate lacrosse and soccer complex**

Provides supplemental funding for recent construction price escalations. This project provides funds to construct a lacrosse and soccer complex. The project will be funded from 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$1.3 million (NGF).

► **Renovate Blackwell Hall and Bookstore**

Provides supplemental funding for recent construction price escalations. This project provides funds to renovate 23,000 square feet to upgrade the university bookstore and restore the facility to a modern conference center. The project will be funded from 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$963,000 (NGF).

► **Construct addition to Willett Hall**

Provides supplemental funding for recent construction price escalations. This project provides funds to construct an addition to Willett Hall to meet accreditation requirements for the Athletes Training Education Program (ATEP). The renovation is for 55,084 square feet and will meet the requirements for full accreditation set forth by the Commission on Accreditation of Allied Health Education Programs. For the biennium, \$140,000 (GF).

► **Renovate Lancer Gymnasium and Willet Hall**

Provides supplemental funding for recent construction price escalations. This project provides funds to renovate the basketball arena to meet NCAA Division I requirements. The university is scheduled to begin Division I athletic competition in 2007. The project includes upgrading the lighting, sound, and HVAC, installation of contoured seating, and increasing seating capacity to 3,000. The project will be funded from 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$413,000 (NGF).

► **Modernize heating plant, phase II**

Provides supplemental funding for recent construction price escalations. This project provides funds to complete the modernization of the heating plant (phase II) and install portions of the steam distribution systems for existing buildings and anticipated construction in the southern portion of the campus. Completion of this project is an integral part of the university's efforts to increase energy efficiency and reduce costs. The nongeneral fund portion of the project will be funded from 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$1.2 million (GF) and \$815,000 (NGF).

► **Renovate Bedford Hall**

Provides funding for the renovation of 26,242 square feet of instructional space and planning for an addition to Bedford Hall for the Department of Art and Design. The project will include the renovation of classrooms, art studios, exhibition areas, and faculty offices, and bring the facility into compliance with safety and accessibility standards. For the biennium, \$8.0 million (GF).

► **Construct addition and renovation to Lankford Hall**

Provides funding for a renovation to the student union. The project is scheduled to be completed by fall of 2008 and will be funded through the issuance of 9(d) bonds. Revenues from auxiliary enterprises will support the debt service. For the biennium, \$11.5 million (NGF).

► **Renovate baseball and softball fields**

Provides funding to renovate the baseball and softball fields to meet NCAA Division I standards. The university is scheduled to begin Division I athletics in 2007. This project will be funded by 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$2.6 million (NGF).

► **Renovate Cox Hall**

Provides funding to upgrade plumbing, electrical, and elevator service. The project will be funded through the issuance of 9(c) bonds. Revenues from the housing system will support the debt service. For the biennium, \$12.9 million (NGF).

► **Renovate Stubbs Hall**

Provides funding for dormitory renovation projects to upgrade facility living space and plumbing, electrical, HVAC, and sprinkler systems and to bring the building to the standards established by the college's accessibility plan. These projects are a part of an ongoing dormitory renovation and modernization program intended to improve the quality of life of campus residents by repairing aging building and installed systems, and bring accommodations up to modern standards. The project is scheduled to be completed by fall of 2008 and will be funded through the issuance of 9(c) bonds. Revenues from housing will support the debt service. For the biennium, \$13.9 million (NGF).

► **Renovation of athletic offices and support facilities**

Provides funding for the renovation and expansion of athletic offices. This project will renovate and expand the existing

facility used to support the athletic program and allow for additional coaches as required in the transition from NCAA Division II to Division I. This project will be funded by 9(d) revenue bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$12.0 million (NGF).

► **Upgrade heating plant, phase III**

Provides funding to complete the modernization of the heating plant (phase III) and install portions of the steam distribution systems for existing buildings. The project will also upgrade and extend the current campus steam distribution loop to connect Race Street, Madison Street, and Franklin Street and will complete the upgrade of the campus steam distribution system. Completion of this project is an integral part of the university's efforts to increase energy efficiency and reduce costs. The nongeneral fund portion of the project will be funded from 9(d) revenue bonds. For the biennium, \$6.2 million (GF) and \$5.1 million (NGF).

► **Construct recreation facilities**

Provides funding to improve campus recreation facilities. This includes improvements to the racquetball courts, weight room, practice fields for club sports and other outdoor facilities. This project will be funded by 9(d) bonds. Revenues from auxiliary operations will support the debt service. For the biennium, \$1.8 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$39,154,523	\$39,154,523	463.56	463.56
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,287,149	\$1,287,149	0.00	0.00
<i>Annualize faculty salary increases</i>	\$322,384	\$322,384	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$3,503,265	\$3,503,265	0.00	0.00
<i>Transfer Commonwealth Graduate Engineering Program funding to Southern Virginia Higher Education Center</i>	(\$29,050)	(\$29,050)	0.00	0.00
<i>Increase nongeneral fund position level for educational and general programs</i>	\$0	\$0	20.00	20.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$109,599	\$174,512	0.00	0.00
<i>Fund replacement of the university's financial reporting system</i>	\$195,925	\$195,925	0.00	0.00
<i>Increasing funding for the Teaching through Technology program</i>	\$143,960	\$136,200	1.00	1.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$0	\$1,246,623	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$2,229,399	\$2,229,399	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$127,578	\$695,579	0.00	0.00
<i>Fund faculty salary increases</i>	\$370,431	\$683,872	0.00	0.00
Total for Service Area	\$47,415,163	\$49,600,381	484.56	484.56

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,531,748	\$2,531,748	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$253,089	\$253,089	0.00	0.00
Total for Service Area	\$2,784,837	\$2,784,837	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,153,393	\$3,153,393	11.00	11.00
Total for Service Area	\$3,153,393	\$3,153,393	11.00	11.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$25,223,795	\$25,223,795	117.00	117.00
<i>Increase nongeneral fund appropriation for debt service to reflect additional auxiliary enterprise revenue</i>	\$2,000,000	\$2,000,000	0.00	0.00
Total for Service Area	\$27,223,795	\$27,223,795	117.00	117.00

Norfolk State University

Mission Statement

Norfolk State University provides an affordable, high-quality education for an ethnically and culturally diverse student population, equipping them with the capability to become productive citizens who continuously contribute to a global and rapidly changing society.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$42,949,587	\$74,975,807	\$117,925,394	\$56,708,157	\$61,217,237	993.75
FY 2004	\$42,173,228	\$76,875,807	\$119,049,035	\$54,528,677	\$64,520,358	979.75
FY 2005	\$44,537,504	\$82,938,480	\$127,475,984	\$62,321,611	\$65,154,373	983.67
FY 2006	\$46,606,771	\$84,952,783	\$131,559,554	\$62,535,002	\$69,024,552	983.67
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$46,606,771	\$84,952,783	\$131,559,554	\$66,555,093	\$65,004,461	983.67
FY 2007 Addenda	\$5,201,254	\$9,391,761	\$14,593,015	\$2,913,376	\$11,679,639	14.70
FY 2007 TOTAL	\$51,808,025	\$94,344,544	\$146,152,569	\$69,468,469	\$76,684,100	998.37
FY 2008 Base Budget	\$46,606,771	\$84,952,783	\$131,559,554	\$66,555,093	\$65,004,461	983.67
FY 2008 Addenda	\$5,588,617	\$9,827,979	\$15,416,596	\$2,913,376	\$12,503,220	17.70
FY 2008 TOTAL	\$52,195,388	\$94,780,762	\$146,976,150	\$69,468,469	\$77,507,681	1,001.37
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$27,410,000	\$14,462,000	\$41,872,000	\$0	\$41,872,000	0.00
FY 2008 Capital	\$4,323,000	\$0	\$4,323,000	\$0	\$4,323,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.1 million (GF) and \$1.0 million (NGF).
- ▶ **Provide the full cost of partially funded items**
Provides funding the operation and maintenance of the Rise Center scheduled to open in 2007. For each year, \$446,219 (GF) and \$476,484 (NGF).
- ▶ **Adjust nongeneral fund appropriation for auxiliary enterprises**
Increases the nongeneral fund appropriation to help the university support mandated increases in salaries and associated fringe benefits, inflationary increases in utilities, transportation costs, and other general operating costs. For each year, \$2.3 million (NGF).
- ▶ **Adjust nongeneral fund appropriation for unfunded scholarships**
Increases the nongeneral fund appropriation in order to assist in the expansion of opportunities for freshman access and reenrollment of students with high financial aid need not covered by available aid and student/parent resources. For each year, \$1.5 million (NGF).
- ▶ **Support debt service costs of the new addition to the student center**
Increases the nongeneral fund appropriation to support the debt service costs of the renovation and expansion of the university's student center. For each year, \$2.2 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$151,279 (GF). For 2008, \$216,548 (GF).
- ▶ **Upgrade academic computing and student technology**
Provides funds for the establishment and maintenance of a computing and super computing facility to enable the university's faculty, staff, and students to work collaboratively with other institutions, industries, and the federal government in developing and supporting research projects across academic disciplines. For each year, \$198,000 (GF) and \$203,623 (NGF).

► **Expand nursing program**

Provides funds to hire additional nursing faculty to expand the current program, which is filled to capacity and maintaining a waiting list of interested students. Expanding this program will assist the university in increasing the number of nursing graduates by 15 percent each year in an effort to address the current nursing shortage. For 2007, \$243,252 (GF), \$250,160 (NGF), and six positions. For 2008, \$381,274 (GF), \$392,101 (NGF), and three additional positions.

► **Provide additional academic and institutional support**

Provides funding so that the university may hire additional police officers, obtain print materials and electronic information resources for its library, address the curricular and professional development needs of its faculty, and provide general maintenance to its facilities and vehicles. For 2007, \$979,666 (GF), \$560,599 (NGF), and 3.7 positions. For 2008, \$986,357 (GF) and \$567,562 (NGF).

► **Increase funding for materials research**

Provides additional support to the university's Center for Materials Research for the continued study of photonics, (the science of generating and controlling light to transmit information) and spin electronics (spinning electrons to encode information). Useful applications resulting from these areas of research include optical fiber communications, laser surgery, barcode scanning, crystal growth, and optical computing. For 2007, \$832,719 (GF) and five positions. For 2008, \$752,719 (GF).

► **Fund growth in enrollment and degree completions**

Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$284,545 (GF) and \$140,149 (NGF).

► **Increase undergraduate student financial assistance**

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$439,235 (GF).

► **Increase support for operation and maintenance of new facilities**

Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For Norfolk State University, funding is included for the new RISE Center. For 2007, \$209,159 (GF) and \$469,011 (NGF). For 2008, \$228,174 (GF) and \$511,648 (NGF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging 3.1 percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase from administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$281,705 (GF) and \$289,164 (NGF). For 2008, \$520,071 (GF) and \$533,841 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Renovate Robinson Technology Building**

Provides supplemental funding for recent construction price escalations. This project provides funds to renovate the Robinson Technology Building, which houses a functioning Optical Engineering laboratory and will also house undergraduate studies in Engineering and Computer Sciences. For the biennium, \$1.8 million (GF).

► **Construct RISE Center**

Provides supplemental funding for recent construction price escalations. This project provides funds to construct a 135,000 square foot facility for research, workforce development, and business incubation, as well as space to accommodate partnerships between the School of Entrepreneurship and private businesses. In addition, this project will promote activities of the enterprise zone. For the biennium, \$3.0 million (GF).

► **Renovate Police and Public Safety Building**

Provides supplemental funding for recent construction price escalations. This project provides funds to construct a 25,000 square foot facility to house the campus police headquarters. This facility will replace the temporary trailers that currently serve as headquarters to the university's police department. For the biennium, \$1.0 million (GF).

► **Renovate Lyman Beecher Brooks Library**

Provides funds to renovate approximately 93,000 square feet of library space in order to provide upgraded reference, reading, student research, and computer spaces. These renovations will extend the useful life of the university's library and reduce student dependence on area university and city libraries. For the biennium, \$15.8 million (GF).

► **Construct a multi-story parking structure**

Authorizes the construction of a new multi-story parking structure to help the university alleviate its current parking problems. This new 600 space parking structure will begin to address the university's parking deficiencies without

consuming a large tract of campus land. This project will be funded through auxiliary revenues. For the biennium, \$14.5 million (NGF).

► **Renovate Norfolk Community Hospital**

Provides funds for planning associated with the renovation of the hospital into a facility that will accommodate several academic programs, consolidate student services, and provide administrative offices for staff and faculty required now and for increasing student enrollment. The building is in need of major renovations to bring it into compliance with current life safety, access, and building codes. For the biennium, \$1.5 million (GF).

► **Provide funding for maintenance reserve**

Provides funding to address deferred maintenance throughout the campus. For the biennium, \$8.6 million (GF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$74,706,741	\$74,706,741	835.52	835.52
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,158,664	\$2,158,664	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$922,703	\$922,703	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$151,279	\$216,548	0.00	0.00
<i>Upgrade academic computing and student technology</i>	\$401,623	\$401,623	0.00	0.00
<i>Expand nursing program</i>	\$493,412	\$773,375	6.00	9.00
<i>Provide additional academic and institutional support</i>	\$1,540,265	\$1,553,919	3.70	3.70
<i>Increase funding for materials research</i>	\$832,719	\$752,719	5.00	5.00
<i>Fund growth in enrollment and degree completions</i>	\$424,694	\$424,694	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$678,170	\$739,822	0.00	0.00
<i>Fund faculty salary increases</i>	\$570,869	\$1,053,912	0.00	0.00
Total for Service Area	\$82,881,139	\$83,704,720	850.22	853.22

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,039,710	\$8,039,710	0.00	0.00
<i>Adjust nongeneral fund appropriation for unfunded scholarships</i>	\$1,500,000	\$1,500,000	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$439,235	\$439,235	0.00	0.00
Total for Service Area	\$9,978,945	\$9,978,945	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$24,686,497	\$24,686,497	33.15	33.15
Total for Service Area	\$24,686,497	\$24,686,497	33.15	33.15

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$24,126,606	\$24,126,606	115.00	115.00
<i>Adjust nongeneral fund appropriation for auxiliary enterprises</i>	\$2,320,700	\$2,320,700	0.00	0.00
<i>Support debt service costs of the new addition to the student center</i>	\$2,158,682	\$2,158,682	0.00	0.00
Total for Service Area	\$28,605,988	\$28,605,988	115.00	115.00

Old Dominion University

Mission Statement

Old Dominion University promotes the advancement of knowledge and the pursuit of truth locally, nationally, and internationally. It develops in students a respect for the dignity and worth of the individual, a capacity for critical reasoning and a genuine desire for learning. The University fosters the extension of the boundaries of knowledge through research and scholarship and is committed to the preservation and dissemination of a rich cultural heritage.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$79,933,390	\$103,974,134	\$183,907,524	\$121,040,311	\$62,867,213	2,239.49
FY 2004	\$76,427,646	\$105,822,496	\$182,250,142	\$114,267,775	\$67,982,367	2,241.74
FY 2005	\$87,334,547	\$120,922,338	\$208,256,885	\$117,738,385	\$90,518,500	2,262.74
FY 2006	\$95,832,281	\$125,093,860	\$220,926,141	\$117,738,385	\$103,187,756	2,261.74
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$95,832,281	\$125,093,860	\$220,926,141	\$132,886,570	\$88,039,571	2,261.74
FY 2007 Addenda	\$16,847,469	\$13,761,607	\$30,609,076	\$5,905,835	\$24,703,241	54.00
FY 2007 TOTAL	\$112,679,750	\$138,855,467	\$251,535,217	\$138,792,405	\$112,742,812	2,315.74
FY 2008 Base Budget	\$95,832,281	\$125,093,860	\$220,926,141	\$132,886,570	\$88,039,571	2,261.74
FY 2008 Addenda	\$16,769,435	\$23,035,115	\$39,804,550	\$5,905,835	\$33,898,715	54.00
FY 2008 TOTAL	\$112,601,716	\$148,128,975	\$260,730,691	\$138,792,405	\$121,938,286	2,315.74
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$9,645,000	\$71,753,000	\$81,398,000	\$0	\$81,398,000	0.00
FY 2008 Capital	\$18,190,000	\$6,300,000	\$24,490,000	\$0	\$24,490,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.5 million (GF) and \$2.1 million (NGF).
- ▶ **Remove one-time spending amounts from agency budget**
Removes one-time funding that was provided as nonrecurring seed money for research enhancements. For each year, a reduction of \$406,000 (GF).
- ▶ **Provide the full cost of partially funded items**
Adjusts the agency budget to annualize the four percent increase authorized by the 2005 General Assembly for Old Dominion University and the operation and maintenance costs associated with the Technology Building. For each year, \$742,100 (GF) and \$606,489 (NGF).
- ▶ **Reflect administrative nongeneral fund increases in agency budget**
Adjusts the agency budget to reflect increased sponsored program funding and increased auxiliary program funding. For each year, \$4.8 million (NGF).
- ▶ **Provide faculty and courses associated with the Virginia Modeling, Analysis and Simulation Center**
Transfers funding from central appropriations to provide for additional faculty and the expansion of inter-university courses associated with the Virginia Modeling and Simulation Initiative. For 2007, \$400,000 (GF) and four positions. For 2008, \$400,000 (GF).
- ▶ **Provide annual funding for the National Lambda Rail**
Transfers funding from central appropriations to provide support for the National Lambda Rail connections to the Virginia Modeling, Analysis and Simulation Center and the U.S. Joint Forces Command's Joint Training, Analysis and Simulation Center as part of the Virginia Modeling and Simulation Initiative. For each year, \$375,000 (GF).
- ▶ **Increase positions to address base funding and enrollment increases**
Increases positions in the educational and general program in response to increases in base funding and enrollment during the 2004-2006 biennium. For 2007, 50 positions.

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$234,086 (GF). For 2008, \$366,309 (GF).
- ▶ **Enhance wind tunnel automotive test capability**
Procures a full-scale "rolling road" test module that can be utilized in NASA Langley Research Center's wind tunnel, through a partnership with the university. The rolling road module will enable the wind tunnel to replicate the interactions between motor vehicles and the ground at speeds ranging from 40 to in excess of 150 miles per hour, thereby providing state-of-the-art aerodynamic testing capabilities for both production automobiles and race cars. For 2007, \$1.0 million (GF).
- ▶ **Adjust nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2007, \$703,519 (NGF). For 2008, \$9.4 million (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$9.8 million (GF) and \$4.8 million (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$1.3 million (GF).
- ▶ **Increase support for operation and maintenance of new facilities**
Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For Old Dominion University, funding is included for the new Tri-Cities Higher Education Center. For 2007, \$96,212 (GF) and \$89,104 (NGF). For 2008, \$164,935 (GF) and \$152,749 (NGF).
- ▶ **Fund faculty salary increases**
Provides funds for faculty salary increases averaging 3.6 percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$852,115 (GF) and \$625,029 (NGF). For 2008, \$1.6 million (GF) and \$1.2 million (NGF).
- ▶ **Add language for in-state tuition eligibility**
Authorizes, through budget bill language, the university's governing board to charge reduced tuition to anyone enrolled at one of its TELETECHNET sites or higher education centers, who lives within 50 miles of the site or center, or is living in or entitled to in-state tuition charges of any state that is bordering Virginia, and which has similar provisions for Virginians. This authority will not only address the reciprocity issue, but also will make the university and its services more well known to citizens in the surrounding states.

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Renovate student housing, phase I**
Provides supplemental funding for recent construction price escalations. This project provides funds to renovate the infrastructure of Whitehurst Hall to provide students with updated housing facilities that are efficient, effective, and maintainable for the next 20 years. The project will be funded from the issuance of 9(c) revenue bonds. For the biennium, \$2.0 million (NGF).
- ▶ **Construct physical science building, phase II**
Adds funds for the cost of equipment and furnishings for the Physical Science Building that is scheduled for completion in early 2008. The equipment and furnishings must be ordered and in place in time for the beginning of the fall semester. Previously, only the construction portion of this project was funded. For the biennium, \$774,000 (GF).
- ▶ **Renovate Batten Arts and Letters**
Adds funds for the cost of equipment and furnishings for the Batten Arts and Letters Building that is scheduled for completion in early 2008. The equipment and furnishings must be ordered and in place in time for the beginning of the fall semester. Previously, only the construction portion of this project was funded. For the biennium, \$1.8 million (GF).
- ▶ **Construct Tri-Cities Higher Education Center**
Adds funds for the cost of equipment and furnishings for the Tri-Cities Higher Education Center that is scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$1.4 million

(GF).

► **Construct indoor tennis center**

Provides supplemental funding for recent construction price escalations. This project provides funds to construct a new indoor tennis center on the main campus. This facility will provide space for year-long intercollegiate and recreational tennis. Students, staff, and the local community will use the facility. The project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$3.8 million (NGF).

► **Relocate and expand athletic facilities**

Provides funds to address the addition of wrestling facilities to the project. Originally, the wrestling facilities were included in the renovation of the Health and Physical Education Building. However, the decision has been made to demolish that part of the building and move the wrestling facilities to the Athletic Administration Building. The addition of wrestling to this project will increase the total square footage by 6,100 square feet. The project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$741,000 (NGF).

► **Renovate and construct an addition to the Health and Physical Education Building**

Provides supplemental funding for recent construction price escalations. Since approval of the original project, the decision was made to demolish the existing facility, with the exception of the aquatics area, and construct a new student recreation center that includes instructional laboratories, classrooms, and support areas for the Exercise Science, Sport, Physical Education and Recreation Program. The difference in cost between new construction and the original renovation project is minimal and yields longer term, more functional instructional and recreational facilities. The project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$6.2 million (NGF).

► **Construct performing arts and fine arts building, phase II**

Provides funds to construct practice rooms, rehearsal halls, studios and faculty offices associated with the fine and performing arts for the Diehn instructional facility which will complement the Diehn Fine and Performing Arts Center. The nongeneral fund portion of this project will be funded from private funds. For the biennium, \$20.2 million (GF) and \$7.0 million (NGF).

► **Improve storm water management**

Provides funds to improve the storm water management system on campus. Development and redevelopment on the campus in recent years has left many areas with inadequate or no storm water facilities to manage the water quality requirements set forth by the Commonwealth's storm water management regulations. This project will help bring the campus into conformance with current water quality criteria. For the biennium, \$1.5 million (GF).

► **Improve campus infrastructure**

Provides funds to integrate the campus-wide pedestrian network in support of the master plan objective to reduce vehicular traffic in heart of the campus. This project will construct, widen, and improve pedestrian walkways as necessary to connect with parking facilities being constructed on the campus perimeter and improve pedestrian circulation throughout the university. Furthermore, this project will also improve wayfinding, building identification, and landscaping in an effort to improve the overall appearance of the university. For the biennium, \$1.6 million (GF).

► **Construct residence hall, phase II**

Authorizes 500 additional beds for students in the new Quad area of the main campus. These beds will be located in buildings arranged within the new Quad. These facilities will also include seminar and other instructional spaces, as well as administrative units, in order to foster a unique living and learning environment. The project will be funded from the issuance of 9(c) revenue bonds. For the biennium, \$28.9 million (NGF).

► **Construct addition to the child study center**

Provides funds to construct a new 13,451 square foot two story addition to the existing Child Study Building located on Hampton Boulevard. The new space will be used to accommodate children who are currently in a substandard, modular Child Development Center, and other new children who wish to enter the program. The project will be funded from private funds. For the biennium, \$4.0 million (NGF).

► **Construct a quad parking structure**

Authorizes the design and construction of a new 650 space multi-level parking garage structure adjacent to the new 900 bed student housing community located at the center of the main campus. The construction of this structure and the 49th Street Parking Garage will accommodate the increased parking demand resulting from higher student enrollment and the loss of 1,300 existing parking spaces to development on campus. The project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$8.8 million (NGF).

► **Acquire additional property**

Authorizes acquisition of approximately three acres of real estate located on the periphery of the main campus. The acquisition of this property is to ensure that adequate property is available to accommodate planned facility,

infrastructure, and traffic-related improvements. The project will be funded from auxiliary revenues. For the biennium, \$2.0 million (NGF).

► **Demolish buildings on 48th and 49th Streets**

Provides funds to demolish 17 buildings that will be vacated once other major projects included in the university's six-year capital outlay plan are completed. For the biennium, \$574,000 (GF).

► **Construct parking facility on 49th Street**

Authorizes the combination of two previously approved projects, the Village Parking Garage and the 49th Street Parking Garage, into one 650 space multi-level parking garage and bookstore/retail facility on the main campus adjacent to the new 900 bed student housing community located at the center of the campus. The construction of this facility and the new Quad parking structure will accommodate the increased parking demand resulting from higher student enrollment and the loss of 1,300 existing parking spaces to development on campus. This facility will also provide approximately 19,000 gross square feet of retail space to support the new student housing community. The project will be funded from the issuance of 9(d) revenue bonds. For the biennium, \$14.6 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$162,822,013	\$162,822,013	1,875.33	1,875.33
<i>Transfer centrally funded amounts to agency budgets</i>	\$4,575,313	\$4,575,313	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$406,000)	(\$406,000)	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$1,348,589	\$1,348,589	0.00	0.00
<i>Provide faculty and courses associated with the Virginia Modeling, Analysis and Simulation Center</i>	\$400,000	\$400,000	4.00	4.00
<i>Provide annual funding for the National Lambda Rail</i>	\$375,000	\$375,000	0.00	0.00
<i>Increase positions to address base funding and enrollment increases</i>	\$0	\$0	50.00	50.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$234,086	\$366,309	0.00	0.00
<i>Enhance wind tunnel automotive test capability</i>	\$1,000,000	\$0	0.00	0.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$703,519	\$9,384,510	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$14,661,482	\$14,661,482	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$185,316	\$317,684	0.00	0.00
<i>Fund faculty salary increases</i>	\$1,477,144	\$2,727,036	0.00	0.00
Total for Service Area	\$187,376,462	\$196,571,936	1,929.33	1,929.33

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,199,222	\$10,199,222	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$1,254,627	\$1,254,627	0.00	0.00
Total for Service Area	\$11,453,849	\$11,453,849	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,617,163	\$7,617,163	113.00	113.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$1,300,000	\$1,300,000	0.00	0.00
Total for Service Area	\$8,917,163	\$8,917,163	113.00	113.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$40,287,743	\$40,287,743	273.41	273.41
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$3,500,000	\$3,500,000	0.00	0.00
Total for Service Area	\$43,787,743	\$43,787,743	273.41	273.41

Radford University

Mission Statement

Radford University serves the Commonwealth and the nation through a wide range of academic, cultural, human service, and research programs. First and foremost, the university emphasizes teaching, learning, and the process of learning in its commitment to the development of mature, responsible, well-educated citizens. RU develops students' creative and critical thinking skills, teaches students to analyze problems and implement solutions, helps students discover their leadership styles, and fosters their growth as leaders. Research is viewed as a vital corollary to the teaching and learning transaction as it sustains and enhances the ability to teach effectively.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$37,415,908	\$65,613,998	\$103,029,906	\$66,187,718	\$36,842,188	1,297.04
FY 2004	\$35,668,714	\$70,713,998	\$106,382,712	\$64,670,167	\$41,712,545	1,297.04
FY 2005	\$41,247,891	\$77,075,281	\$118,323,172	\$64,425,834	\$53,897,338	1,297.04
FY 2006	\$44,447,679	\$83,649,331	\$128,097,010	\$68,056,890	\$60,040,120	1,362.04
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$44,447,679	\$83,649,331	\$128,097,010	\$72,693,737	\$55,403,273	1,362.04
FY 2007 Addenda	\$6,016,743	\$3,564,625	\$9,581,368	\$3,115,499	\$6,465,869	9.00
FY 2007 TOTAL	\$50,464,422	\$87,213,956	\$137,678,378	\$75,809,236	\$61,869,142	1,371.04
FY 2008 Base Budget	\$44,447,679	\$83,649,331	\$128,097,010	\$72,693,737	\$55,403,273	1,362.04
FY 2008 Addenda	\$6,216,290	\$5,052,240	\$11,268,530	\$3,115,499	\$8,153,031	9.00
FY 2008 TOTAL	\$50,663,969	\$88,701,571	\$139,365,540	\$75,809,236	\$63,556,304	1,371.04
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$6,790,000	\$6,900,000	\$13,690,000	\$0	\$13,690,000	0.00
FY 2008 Capital	\$5,353,000	\$0	\$5,353,000	\$0	\$5,353,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Transfers amounts from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.3 million (GF) and \$1.2 million (NGF).
- ▶ **Annualize faculty salary costs**
Adjust agency budget to provide funding to support the four percent increase authorized by the 2005 General Assembly. For each year, \$349,258 (GF) and \$252,911 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$143,487 (GF). For 2008, \$218,166 (GF).
- ▶ **Replace administrative computing systems**
Provides funding to begin the first phase of implementation of a new administrative software system. For 2007, \$350,000 (GF) and \$225,658 (NGF). For 2008, \$840,781 (GF) and \$542,083 (NGF).
- ▶ **Provide support for nursing education facilities**
Provides funding for the university to develop two clinical simulation laboratories (CSL), one in the New River Valley and one in the Roanoke Valley, for nursing instructional activities. The laboratories will reduce the amount of time students spend in traditional hospital and related clinical settings for nursing education. For 2007, \$1.4 million (GF), \$881,694 (NGF), and nine positions. For 2008, \$762,428 (GF) and \$491,566 (NGF).
- ▶ **Adjust nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$1.4 million (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$1.6 million (GF) and \$812,325 (NGF).

► **Increase undergraduate student financial assistance**

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$570,635 (GF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging two percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$282,669 (GF) and \$182,613 (NGF). For 2008, \$521,851 (GF) and \$337,131 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Renovate Whitt Hall**

Provides funding to renovate 29,000 square feet of academic space for the College of Business and Economics. The building was renovated 25 years ago and building systems are in need of significant improvements. For the biennium, \$4.5 million (GF).

► **Renovate Powell Hall**

Provides funding to renovate 38,300 square feet of academic space for the Departments of Art and Music. The building has been in use for over 40 years and no longer meets the needs of the students it serves. For the biennium, \$5.9 million (GF).

► **Renovate Heth Hall**

Authorizes the university to use nongeneral funds to renovate Heth Hall. The building is nearing 35 years of age and has not undergone any major renovation during that time. The university received planning money in a previous budget and is now ready to proceed with the construction phase of the project. For the biennium, \$5.0 million (NGF).

► **Acquire 921 Fairfax Street property**

Authorizes the university to use nongeneral funds to acquire a site located at 921 Fairfax Street. The property holds significant importance because it is located between two dormitories and is contiguous to campus parking. The acquisition will be funded from auxiliary reserve balances. For the biennium, \$1.3 million (NGF).

► **Construct Fine Arts Center**

Adds funds for the cost of equipment and furnishings for the Fine Arts Center that is scheduled to be completed in 2008. Previously, only the construction portion of this project was funded. For the biennium, \$650,000 (GF).

► **Renovate Young Hall**

Provides additional funding to address the recent market escalation of construction costs associated with the renovation of an academic building on the campus. For the biennium, \$1.0 million (GF).

► **Renovate Residence Halls**

Authorizes the university to begin planning for the renovation of several residence halls on campus. The project will be funded from auxiliary reserve balances. For the biennium, \$600,000 (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$77,771,402	\$77,771,402	1,051.38	1,051.38
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,513,330	\$2,513,330	0.00	0.00
<i>Annualize faculty salary costs</i>	\$602,169	\$602,169	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$143,487	\$218,166	0.00	0.00
<i>Replace administrative computing systems</i>	\$575,658	\$1,382,864	0.00	0.00
<i>Provide support for nursing education facilities</i>	\$2,249,217	\$1,253,994	9.00	9.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$0	\$1,406,800	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$2,461,590	\$2,461,590	0.00	0.00
<i>Fund faculty salary increases</i>	\$465,282	\$858,982	0.00	0.00
Total for Service Area	\$86,782,135	\$88,469,297	1,060.38	1,060.38

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,996,991	\$4,996,991	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$570,635	\$570,635	0.00	0.00
Total for Service Area	\$5,567,626	\$5,567,626	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,143,901	\$6,143,901	56.00	56.00
Total for Service Area	\$6,143,901	\$6,143,901	56.00	56.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$39,184,716	\$39,184,716	254.66	254.66
Total for Service Area	\$39,184,716	\$39,184,716	254.66	254.66

University of Mary Washington

Mission Statement

The University of Mary Washington is committed to being a premier public institution of higher education, cultivating an environment of academic excellence, fostering lifelong learning, pursuing knowledge, and providing service to its constituent communities.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$15,515,927	\$39,707,491	\$55,223,418	\$35,519,911	\$19,703,507	623.16
FY 2004	\$14,583,069	\$42,293,560	\$56,876,629	\$36,195,438	\$20,681,191	623.16
FY 2005	\$16,550,742	\$47,260,783	\$63,811,525	\$37,561,158	\$26,250,367	633.16
FY 2006	\$17,707,904	\$53,798,944	\$71,506,848	\$38,610,985	\$32,895,863	646.66
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$17,707,904	\$53,798,944	\$71,506,848	\$41,880,475	\$29,626,373	646.66
FY 2007 Addenda	\$3,094,089	\$5,733,617	\$8,827,706	\$1,706,824	\$7,120,882	1.00
FY 2007 TOTAL	\$20,801,993	\$59,532,561	\$80,334,554	\$43,587,299	\$36,747,255	647.66
FY 2008 Base Budget	\$17,707,904	\$53,798,944	\$71,506,848	\$41,880,475	\$29,626,373	646.66
FY 2008 Addenda	\$3,345,322	\$7,891,410	\$11,236,732	\$2,953,447	\$8,283,285	1.00
FY 2008 TOTAL	\$21,053,226	\$61,690,354	\$82,743,580	\$44,833,922	\$37,909,658	647.66
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$5,678,000	\$0	\$5,678,000	\$0	\$5,678,000	0.00
FY 2008 Capital	\$9,335,000	\$0	\$9,335,000	\$0	\$9,335,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$507,108 (GF) and \$776,618 (NGF).
- ▶ **Annualize faculty salary costs**
Adjust agency budget to provide funding to support the 4.3 percent increase authorized by the 2005 General Assembly. For each year, \$180,654 (GF) and \$188,028 (NGF).
- ▶ **Increase funding for auxiliary enterprise debt service**
Adjusts agency budget to reflect current expenditure levels and existing commitments for debt supported by auxiliary enterprise activities. For each year, \$1.9 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$67,971 (GF). For 2008, \$105,354 (GF).
- ▶ **Increase nongeneral fund appropriation for auxiliary enterprise programs**
Adjusts the nongeneral fund appropriation to reflect anticipated auxiliary enterprise revenues. For 2007, \$1.6 million (NGF) and one position. For 2008, \$2.3 million (NGF).
- ▶ **Increase nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$1.2 million (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$2.0 million (GF) and \$965,579 (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$96,850 (GF).

► **Increase support for operation and maintenance of new facilities**

Provides additional funds to support the operation and maintenance of the second building on the Stafford campus, scheduled to open in 2007. For 2007, \$69,317 (GF) and \$70,683 (NGF). For 2008, \$103,975 (GF) and \$106,025 (NGF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$211,772 (GF) and \$215,946 (NGF). For 2008, \$390,964 (GF) and \$398,670 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Provide supplement for construction of the second building on the Stafford Campus**

Provides additional funding to address the recent market escalation of construction costs associated with the construction of the second building for the College of Graduate and Professional Studies on the James Monroe Center Campus in Stafford. For the biennium, \$2.5 million (GF).

► **Renovate James Monroe Museum**

Provides funding for a major renovation to the James Monroe Law Office - Museum and Memorial Library. The project will include exterior and interior repairs, roof replacement, waterproofing, and installation of a fire suppression system to protect the museum's collection of historical artifacts. For the biennium, \$1.9 million (GF).

► **Renovate Melchers Museum**

Provides funding for improvements to Belmont, the estate and memorial gallery of American artist Gari Melchers. The project will include foundation repairs, replacement of building systems, and interior and exterior repairs. For the biennium, \$640,000 (GF).

► **Provide supplement for renovation of Monroe Hall**

Provides funding to increase the scope of renovation for Monroe Hall. The original project, funded in 2002, provided for general renovations to the interior of the building. Through the planning process for this project, it has been determined that a more comprehensive renovation is required, to include replacement of all building systems as well as architectural renovations. For the biennium, \$8.5 million (GF).

► **Provide funds for mold remediation in George Washington Hall**

Provides funds to control moisture and replace the heating, cooling and ventilation system in the basement of George Washington Hall. The project will also include replacing walls and other surfaces to remove mold, and relocating staff temporarily from the affected areas. For the biennium, \$1.5 million (GF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$44,487,809	\$44,487,809	505.66	505.66
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,259,957	\$1,259,957	0.00	0.00
<i>Annualize faculty salary costs</i>	\$364,774	\$364,774	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$67,971	\$105,354	0.00	0.00
<i>Increase nongeneral fund appropriation for educational and general programs</i>	\$0	\$1,246,623	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$2,925,996	\$2,925,996	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$140,000	\$210,000	0.00	0.00
<i>Fund faculty salary increases</i>	\$427,718	\$789,634	0.00	0.00
Total for Service Area	\$49,674,225	\$51,390,147	505.66	505.66

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,087,545	\$1,087,545	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$96,850	\$96,850	0.00	0.00
Total for Service Area	\$1,184,395	\$1,184,395	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$809,533	\$809,533	1.00	1.00
Total for Service Area	\$809,533	\$809,533	1.00	1.00

Collections Management and Curatorial Services

This service displays to the public the art works and furnishings of the American artist Gari Melchers, preserves the collections and facilities, and serves as an art center for the community.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$636,309	\$636,309	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$17,719	\$17,719	0.00	0.00
<i>Annualize faculty salary costs</i>	\$3,153	\$3,153	0.00	0.00
Total for Service Area	\$657,181	\$657,181	5.00	5.00

Historic Landmarks And Facilities Management

This service offers for display, study, and research in Fredericksburg, Virginia the largest collection of James Monroe's documents, furnishings, and personal effects; conserves and enhances the collection; conducts outreach and exchange programs with other institutions; and educates the public about the life and times of the fifth president of the United States.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$252,575	\$252,575	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$6,050	\$6,050	0.00	0.00
<i>Annualize faculty salary costs</i>	\$755	\$755	0.00	0.00
Total for Service Area	\$259,380	\$259,380	3.00	3.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$24,233,077	\$24,233,077	132.00	132.00
<i>Increase funding for auxiliary enterprise debt service</i>	\$1,893,431	\$1,893,431	0.00	0.00
<i>Increase nongeneral fund appropriation for auxiliary enterprise programs</i>	\$1,623,332	\$2,316,436	1.00	1.00
Total for Service Area	\$27,749,840	\$28,442,944	133.00	133.00

University Of Virginia

Mission Statement

The University of Virginia enriches the mind by stimulating and sustaining a spirit of free inquiry directed to understanding the nature of the universe and the role of mankind in it. Activities designed to quicken, discipline, and enlarge the intellectual and creative capacities, as well as the aesthetic and ethical awareness, of the members of the University and to record, preserve, and disseminate the results of intellectual discovery and creative endeavor serve this purpose. In fulfilling it, the University places the highest priority on achieving eminence as a center of higher learning.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$127,947,149	\$579,841,461	\$707,788,610	\$410,594,376	\$297,194,234	6,552.95
FY 2004	\$117,154,812	\$625,116,957	\$742,271,769	\$415,389,318	\$326,882,451	6,632.79
FY 2005	\$125,951,014	\$698,858,339	\$824,809,353	\$431,015,781	\$393,793,572	7,051.79
FY 2006	\$137,195,132	\$774,629,241	\$911,824,373	\$451,069,003	\$460,755,370	7,308.79
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$137,195,132	\$774,629,241	\$911,824,373	\$450,234,565	\$461,589,808	7,308.79
FY 2007 Addenda	\$10,343,556	\$29,197,000	\$39,540,556	\$16,409,477	\$23,131,079	230.17
FY 2007 TOTAL	\$147,538,688	\$803,826,241	\$951,364,929	\$466,644,042	\$484,720,887	7,538.96
FY 2008 Base Budget	\$137,195,132	\$774,629,241	\$911,824,373	\$450,234,565	\$461,589,808	7,308.79
FY 2008 Addenda	\$12,052,891	\$54,310,000	\$66,362,891	\$17,201,817	\$49,161,074	295.17
FY 2008 TOTAL	\$149,248,023	\$828,939,241	\$978,187,264	\$467,436,382	\$510,750,882	7,603.96
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$20,636,000	\$78,926,000	\$99,562,000	\$0	\$99,562,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$3.4 million (GF) and \$4.1 million (NGF).
- ▶ **Remove one-time spending from agency budget**
Adjusts agency budget to remove one-time funding that was provided as nonrecurring seed money for research enhancements. For each year, a reduction of \$2.0 million (GF).
- ▶ **Provide the full cost of partially funded items**
Adjusts agency budget to annualize the mid-year salary increase authorized by the 2005 General Assembly for the University of Virginia, and to cover the remaining months of funding for the operation and maintenance of facilities that opened during 2006. For each year, \$2.0 million (GF) and \$3.2 million (NGF).
- ▶ **Increase nongeneral fund appropriation and position level for tuition and fee revenue**
Adjusts agency budget to provide additional appropriation authority for summer and January sessions, orientation and applications fees, and other self-supporting activities. For 2007, \$3.0 million (NGF) and 118.17 positions. For 2008, \$3.0 million (NGF).
- ▶ **Increase nongeneral fund appropriation to reflect student financial assistance revenue**
Adjusts agency budget to increase the base for student financial aid to accommodate increased financial aid transferred from tuition revenues during 2006. For each year, \$3.0 million (NGF).
- ▶ **Increase nongeneral fund appropriation for federal work study and debt service payments**
Adjusts agency budget to increase the nongeneral fund appropriation for college work study and to recognize the required debt service authority required for anticipated principal payments associated with the Northern Virginia Center. For each year, \$277,000 (NGF).
- ▶ **Increase nongeneral fund appropriation and position level for auxiliary enterprise programs**
Adjusts agency budget to increase the auxiliary enterprise program nongeneral fund appropriation to accommodate normal operating increases and properly classify the auxiliary appropriations required for debt service. For 2007, \$8.8 million (NGF) and 42 positions. For 2008, \$15.1 million (NGF).

- ▶ **Allocate tuition and fee revenue to support nongeneral fund facilities maintenance reserve**
Adjusts agency budget to transfer funds from tuition to a special fund to accommodate major repairs, renewal, replacement, and renovation for facilities constructed with nongeneral fund sources.
- ▶ **Transfer dollars among fund details to cover debt service payments**
Adjusts agency budget to transfer dollars between nongeneral funds to cover debt service payments in sponsored programs. (Net zero adjustment)
- ▶ **Fund state share of university health care plan**
Provides funding to cover the state's share of the increases in employer premiums for employees participating in the university's self-insured health plan. For each year, \$165,718 (GF) and \$235,535 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$366,435 (GF). For 2008, \$617,202 (GF).
- ▶ **Increase nongeneral fund appropriation to reflect tuition and fee revenue**
Adjusts positions and nongeneral fund appropriation to reflect additional revenues from tuition and fees. For 2007, \$810,733 (NGF) and 65 positions. For 2008, \$14.6 million (NGF) and 60 additional positions.
- ▶ **Increase nongeneral fund appropriation to reflect student aid revenue**
Provides funding to increase the nongeneral fund appropriation to accommodate projected increases in student financial aid funded from tuition revenue. The university continues to address both undergraduate and graduate financial aid needs from its tuition resources. For 2007, \$1.2 million (NGF). For 2008, \$4.1 million (NGF).
- ▶ **Increase support for the online Virginia Encyclopedia and Virginia Folklife program**
Provides funding to implement the Online Virginia Encyclopedia which will premiere in 2007 as part of the observance of the 400th anniversary of the English landing at Jamestown. Funds are also included to expand the Virginia Folklife program. For 2007, \$250,000 (GF) and three positions. For 2008, \$250,000 (GF).
- ▶ **Provides funds to support the Center for Politics**
Provides additional funding to support the Youth Leadership Initiative. This program, designed to involve middle and high school students in the fundamentals of the American political process, is currently used by more than 1,000 schools across Virginia. For each year, \$187,000 (GF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$3.9 million (GF) and \$1.9 million (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$336,452 (GF).
- ▶ **Increase support for operation and maintenance of new facilities**
Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For the University of Virginia, funding is included for the heat plant upgrade. For 2007, \$101,282 (GF), \$209,385 (NGF), and two positions. For 2008, \$151,923 (GF), \$314,077 (NGF), and five additional positions.
- ▶ **Fund faculty salary increases**
Provides funds for the general fund portion of faculty salary increases averaging four percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions by 2010. Also provides for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$1.7 million (GF) and \$2.4 million (NGF). For 2008, \$3.1 million (GF) and \$4.4 million (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Upgrade Cavalier Substation**
Provides additional funding to address recent construction price escalations. The Cavalier Substation provides electricity to many university facilities including the academic, administrative, and classroom facilities in the central grounds, the hospital, animal care areas, and research facilities. This project will provide improved and/or additional transformers, switching gear, and other equipment, and will allow for necessary modifications to the electrical distribution system. For the biennium, \$900,000 (GF).

- ▶ **Upgrade main heating plant for environmental compliance**
Provides additional funding to complete the second phase of upgrades to the main heating plant. The upgrades will allow the university to comply with federal and state environmental clean air laws and standards. Also adds funds to address recent construction price escalations. For the biennium, \$19.7 million (GF) and \$5.2 million (NGF).
- ▶ **Construct medical education building**
Provides additional funding for the construction of a 62,500 square foot six-story building. The School of Medicine teaching facilities are currently scattered throughout a number of buildings and the School lacks small group teaching spaces. This new building will house a Medical Simulation Center including simulation training spaces and an Emergency Medicine Center for education, research and training; public spaces and a lecture hall; teaching and learning facilities; student lounge, clinical skills center; and administrative offices for the School of Medicine including the Admissions Office, the Office of Student Affairs, and the Financial Aid Office. For the biennium, \$9.3 million (NGF).
- ▶ **Restore Birdwood Estate**
Provides funds to restore the deteriorating historic mansion on the Birdwood Estate. The mansion is currently vacant and in poor condition. The project scope includes replacement of all infrastructure systems, and extensive interior and exterior repairs. This project will be funded from private gifts. For the biennium, \$9.6 million (NGF).
- ▶ **Renovate Jordan Hall heating, ventilation, and air conditioning system**
Provides funds to renovate the Jordan Hall heating, ventilating, and air conditioning (HVAC) infrastructure. The HVAC system has become difficult to operate and maintain because of the limited availability of replacement parts and the constant maintenance required to keep many of the components operating. For the biennium, \$19.6 million (NGF).
- ▶ **Renovate School of Medicine research laboratories**
Provides funds to continue the renovation of a major group of research laboratories to accommodate the needs of new faculty or revised research programs in Suhling Hall, Cobb Hall, the old medical school, Jordan Hall, and Medical Research Building IV. Many laboratories have exceeded their useful life and are no longer capable of meeting the current requirements of students, faculty and researchers. This project will be funded from a combination of private funds and indirect cost recoveries. For the biennium, \$8.0 million (NGF).
- ▶ **Renovate Jordan Hall laboratories**
Provides funds to renovate teaching lab space which will be vacated when the new Medical Education Building is occupied in 2008. This space will meet the critical need for additional modern state-of-the-art wet lab research space, which is not available in sufficient quantity to meet the critical needs of the School of Medicine. Conversion of teaching lab space in Jordan Hall to additional wet lab research space is vital to the continued growth of the research programs of the School. This project will be funded from a combination of private funds and indirect cost recoveries. For the biennium, \$8.7 million (NGF).
- ▶ **Renovate McCue Center**
Provides funds to improve the appearance and function of the McCue Center for the football program. The project will address the current practice locker room and areas leading to the locker room, the football office suite, the reception area and new furnishings. This project will be funded from private gifts. For the biennium, \$1.6 million (NGF).
- ▶ **Renovate and improve academic and research facilities**
Provides funds to replace and repair site utilities and to renovate selected infrastructure systems and spaces within various buildings. The project provides authorization for the university to respond quickly to gift and grant opportunities, support research initiatives, and retain and recruit faculty. The project will be funded from a combination of gifts and grants, indirect cost recoveries, and utility improvement funds. For the biennium, \$14.0 million (NGF).
- ▶ **Renovate and improve auxiliary facilities**
Provides funds to renovate selected infrastructure systems and spaces within various buildings. The project allows the university the opportunity to respond quickly to the changing needs of its auxiliary operations. The project will be funded from auxiliary reserve balances. For the biennium, \$3.0 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$390,600,373	\$390,600,373	4,374.59	4,374.59
<i>Transfer centrally funded amounts to agency budgets</i>	\$7,510,981	\$7,510,981	0.00	0.00
<i>Remove one-time spending from agency budget</i>	(\$2,004,625)	(\$2,004,625)	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$5,145,599	\$5,145,599	0.00	0.00
<i>Increase nongeneral fund appropriation and position level for tuition and fee revenue</i>	\$3,000,000	\$3,000,000	118.17	118.17
<i>Increase nongeneral fund appropriation for federal work study and debt service payments</i>	\$277,000	\$277,000	0.00	0.00
<i>Fund state share of university health care plan</i>	\$401,253	\$401,253	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$366,435	\$617,202	0.00	0.00
<i>Increase nongeneral fund appropriation to reflect tuition and fee revenue</i>	\$810,733	\$14,624,972	65.00	125.00
<i>Increase support for the online Virginia Encyclopedia and Virginia Folklife program</i>	\$250,000	\$250,000	3.00	3.00
<i>Provides funds to support the Center for Politics</i>	\$187,000	\$187,000	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$5,846,428	\$5,846,428	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$310,667	\$466,000	2.00	7.00
<i>Fund faculty salary increases</i>	\$4,053,633	\$7,483,629	0.00	0.00
Total for Service Area	\$416,755,477	\$434,405,812	4,562.76	4,627.76

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$41,249,766	\$41,249,766	0.00	0.00
<i>Increase nongeneral fund appropriation to reflect student financial assistance revenue</i>	\$3,000,000	\$3,000,000	0.00	0.00
<i>Increase nongeneral fund appropriation to reflect student aid revenue</i>	\$1,200,000	\$4,100,000	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$336,452	\$336,452	0.00	0.00
Total for Service Area	\$45,786,218	\$48,686,218	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$351,560,136	\$351,560,136	2,129.50	2,129.50
Total for Service Area	\$351,560,136	\$351,560,136	2,129.50	2,129.50

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$128,414,098	\$128,414,098	804.70	804.70
Increase nongeneral fund appropriation and position level for auxiliary enterprise programs	\$8,849,000	\$15,121,000	42.00	42.00
Total for Service Area	\$137,263,098	\$143,535,098	846.70	846.70

University Of Virginia Medical Center

Mission Statement

The University of Virginia provides excellence and innovation in the care of patients, the training of health care professionals and the creation and sharing of health knowledge.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$690,445,542	\$690,445,542	\$306,718,481	\$383,727,061	4,230.38
FY 2004	\$0	\$780,203,542	\$780,203,542	\$348,181,368	\$432,022,174	4,278.76
FY 2005	\$0	\$794,116,281	\$794,116,281	\$368,094,107	\$426,022,174	4,468.57
FY 2006	\$0	\$815,386,281	\$815,386,281	\$369,200,477	\$446,185,804	4,489.57
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$815,386,281	\$815,386,281	\$369,200,477	\$446,185,804	4,489.57
FY 2007 Addenda	\$0	\$105,648,644	\$105,648,644	\$48,012,644	\$57,636,000	301.58
FY 2007 TOTAL	\$0	\$921,034,925	\$921,034,925	\$417,213,121	\$503,821,804	4,791.15
FY 2008 Base Budget	\$0	\$815,386,281	\$815,386,281	\$369,200,477	\$446,185,804	4,489.57
FY 2008 Addenda	\$0	\$177,310,783	\$177,310,783	\$80,475,783	\$96,835,000	407.65
FY 2008 TOTAL	\$0	\$992,697,064	\$992,697,064	\$449,676,260	\$543,020,804	4,897.22
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$25,000,000	\$150,730,000	\$175,730,000	\$0	\$175,730,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$13.4 million (NGF).

► **Increase nongeneral fund appropriation and position level**

Increases the nongeneral fund appropriation to support the acquisition of the Lynchburg Dialysis medical practice. For 2007, \$40.0 million (NGF) and 198.77 positions. For 2008, \$40.0 million (NGF).

► **Increase nongeneral fund appropriation and position level for operations**

Increases the nongeneral fund appropriation to accommodate growth in admissions and outpatient visits. For 2007, \$52.3 million (NGF) and 102.81 positions. For 2008, \$123.9 million (NGF) and 106.07 additional positions.

Agency Summary of Recommended Capital Outlay Addenda

► **Construct children's medical center**

Provides funds to construct a 163,000 square foot clinical and education facility for the Children's Medical Center. This project will create a comprehensive pediatric center serving the rural western part of Virginia. This project will be funded from 9(d) revenue bonds. For the biennium, \$4.0 million (NGF).

► **Construct clinical cancer center**

Provides funds for the construction of 153,000 square feet of clinical cancer space, consolidated clinical laboratories, and a bridge for pedestrian traffic. For the biennium, \$25.0 million (GF).

► **Renovate medical center facilities**

Provides funds to meet unanticipated changes in technology and health care practice. The project will enable the medical center to execute multiple projects to respond to changing technologies, improved patient care methodologies, and increased competition for health care dollars. The project will be funded from hospital revenues. For the biennium, \$20.0 million (NGF).

► **Consolidate psychiatric beds and relocate General Clinical Research Center**

Provides funds to renovate space in the Medical Center to consolidate psychiatric beds and relocate the General Clinical Research Center (GCRC). This project will consolidate 40 psychiatric beds into renovated space on the fifth floor of the multistory building. Consolidation of the beds will provide more efficient space for psychiatric inpatient services and vacate space on Level 5 East to house 28 acute care beds. It also includes relocating GCRC which is currently located on Level 8 West of University Hospital. Level 8 West will be renovated to house 18 additional acute inpatient beds to serve surgical services. This project will be funded from hospital revenues. For the biennium, \$25.7 million (NGF).

► **Construct medical office building**

Provides funds for the construction or acquisition of a 38,835 square foot four-story medical office building. This facility will house primary care clinics, specialty care clinics, and treatment and diagnostic programs including imaging. This project will be funded from 9(d) revenue bonds. For the biennium, \$20.0 million (NGF).

► **Construct musculoskeletal outpatient addition**

Provides funds to construct a 7,500 square foot addition to the Musculoskeletal Outpatient Clinic Building. This addition will house the expansion of the Orthopedic Clinic, the Physical Medicine and Rehabilitation Clinic, and the current Imaging Center in the building. The project will be funded from hospital revenues. For the biennium, \$3.0 million (NGF).

► **Provide nongeneral fund capital outlay blanket authorization**

Provides a sum sufficient nongeneral fund appropriation for capital projects initiated under \$1.0 million dollars. Authority is provided under Section 4-4.01 of the Appropriation Act.

► **Expand hospital beds**

Provides funds to renovate and add space within University Hospital to address a critical shortage of patient beds and support areas. The project will provide for up to 70 acuity adjustable single patient rooms and the replacement of the hospital's major internal engineering infrastructure systems. In addition, the internal engineering infrastructure systems that will be replaced and/or upgraded involve heating, ventilating, and air conditioning; piped systems; isolation capacity, filtration, and outside air; normal power; emergency power; and information technology and voice cabling. The project will be funded from a combination of hospital revenues and 9(d) revenue bonds. For the biennium, \$78.0 million (NGF).

Agency Service Areas:

State Health Services

This service provides a variety of administrative services to the Virginia Commonwealth University Health System Authority.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$815,386,281	\$815,386,281	4,489.57	4,489.57
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,392,371	\$13,392,371	0.00	0.00
<i>Increase nongeneral fund appropriation and position level</i>	\$40,000,000	\$40,000,000	198.77	198.77
<i>Increase nongeneral fund appropriation and position level for operations</i>	\$52,256,273	\$123,918,412	102.81	208.88
Total for Service Area	\$921,034,925	\$992,697,064	4,791.15	4,897.22

University of Virginia's College at Wise

Mission Statement

The University of Virginia's College at Wise prepares students for lifelong learning, professional careers in fields such as business, teaching and health care, and graduate study by fostering development of the ideas, insights, values, competencies, and behavior of liberally educated persons.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$9,910,846	\$10,463,561	\$20,374,407	\$12,960,042	\$7,414,365	238.54
FY 2004	\$9,506,912	\$11,023,561	\$20,530,473	\$12,494,225	\$8,036,248	233.54
FY 2005	\$10,763,980	\$12,128,929	\$22,892,909	\$13,856,279	\$9,036,630	251.54
FY 2006	\$12,163,604	\$12,565,613	\$24,729,217	\$13,856,279	\$10,872,938	251.54
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$12,163,604	\$12,565,613	\$24,729,217	\$14,953,337	\$9,775,880	251.54
FY 2007 Addenda	\$2,850,340	\$3,735,246	\$6,585,586	\$1,360,657	\$5,224,929	0.00
FY 2007 TOTAL	\$15,013,944	\$16,300,859	\$31,314,803	\$16,313,994	\$15,000,809	251.54
FY 2008 Base Budget	\$12,163,604	\$12,565,613	\$24,729,217	\$14,953,337	\$9,775,880	251.54
FY 2008 Addenda	\$2,958,268	\$4,005,573	\$6,963,841	\$1,563,787	\$5,400,054	0.00
FY 2008 TOTAL	\$15,121,872	\$16,571,186	\$31,693,058	\$16,517,124	\$15,175,934	251.54
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$912,000	\$19,000,000	\$19,912,000	\$0	\$19,912,000	0.00
FY 2008 Capital	\$8,205,000	\$0	\$8,205,000	\$0	\$8,205,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$402,947 (GF) and \$219,238 (NGF).

► **Provide the full cost of partially funded items**

Adjusts agency budget to annualize the mid year salary increase authorized by the 2005 General Assembly for the University of Virginia's College at Wise. For each year, \$80,155 (GF) and \$47,075 (NGF).

► **Reflect administrative nongeneral fund increases in agency budget**

Adjusts agency budget to provide additional nongeneral fund appropriation authority for auxiliary enterprises and sponsored programs, primarily to cover debt service payments, increased revenue for the Graduate Medical Education Consortium, and increased funding for the Eminent Scholars matching requirement. For each year, \$1.7 million (NGF).

► **Increase nongeneral fund appropriation for debt service payments**

Adjusts agency budget to provide additional nongeneral fund appropriation authority for debt service payments on the Culbertson Residence Hall, which will be completed in the Fall of 2005 with occupancy slated for January 2006. For each year, \$600,000 (NGF).

► **Increase nongeneral fund appropriation for tuition and fee revenue**

Adjusts agency budget to provide additional nongeneral fund appropriation for tuition and fee revenue. For 2008, \$220,000 (NGF).

► **Provide funding to support community service and public broadcasting services**

Adjusts agency budget to provide a nongeneral fund appropriation to support community service and public broadcasting services at UVA-Wise. The WISE campus radio station is operated by Virginia Tech. This funding will cover operating expenses for the radio station. For each year, \$30,000 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$19,958 (GF). For 2008, \$37,596 (GF).

► **Provide funding to support the computer science program**

Provides funds to expand the computer science program. For each year, \$259,625 (GF) and \$144,775 (NGF).

► **Fund growth in enrollment and degree completions**

Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$1.8 million (GF) and \$903,081 (NGF).

► **Increase undergraduate student financial assistance**

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$147,420 (GF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$106,707 (GF) and \$59,477 (NGF). For 2008, \$196,997 (GF) and \$109,804 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Renovate and construct addition to drama building**

Provides supplemental funding to renovate and construct a 10,000 square foot addition to the Drama Building. The project was originally funded in Chapters 827 and 859, 2002 Acts of Assembly. The additional funding will bring the Art component into the Visual and Performing Arts Department. The supplement for the project will be funded from private funds. For the biennium, \$4.0 million (NGF).

► **Renovate Smiddy Hall and relocate Information Technology Building**

Provides funds to renovate Smiddy Hall and to construct a new pre-engineered building elsewhere on campus for the Information Technology functions now housed in Smiddy. The project will correct serious infrastructure, code, life safety, and energy efficiency problems by replacing worn out systems such as lighting, heating, ventilation and air conditioning, and windows. The project will also add alarm and sprinkler systems; and reconfigure to meet prevailing egress and handicap access requirements. The building will be reprogrammed and reconfigured to provide functional, up-to-date academic space. For the biennium, \$9.1 million (GF).

► **Construct student residence hall, phase III**

Provides funds to construct a new 34,550 square foot residence hall. The new 120-bed facility will include primarily double rooms, and spaces for individual or small team study, social gathering, and games and recreation. The project will be funded from 9(d) revenue bonds. For the biennium, \$8.0 million (NGF).

► **Construct new dining facility**

Provides funds to construct a new 20,000 square foot dining hall. The project will provide increased dining areas and serving and food preparation space. The existing cafeteria facility is close to capacity in its dining area and beyond capacity in the serving and food preparation area. The project will be funded from 9(d) revenue bonds. For the biennium, \$7.0 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,393,194	\$16,393,194	209.89	209.89
<i>Transfer centrally funded amounts to agency budgets</i>	\$622,185	\$622,185	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$127,230	\$127,230	0.00	0.00
<i>Increase nongeneral fund appropriation for tuition and fee revenue</i>	\$0	\$220,000	0.00	0.00
<i>Provide funding to support community service and public broadcasting services</i>	\$30,000	\$30,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$19,958	\$37,596	0.00	0.00
<i>Provide funding to support the computer science program</i>	\$404,400	\$404,400	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$2,736,609	\$2,736,609	0.00	0.00
<i>Fund faculty salary increases</i>	\$166,184	\$306,801	0.00	0.00
Total for Service Area	\$20,499,760	\$20,878,015	209.89	209.89

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,206,530	\$1,206,530	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$147,420	\$147,420	0.00	0.00
Total for Service Area	\$1,353,950	\$1,353,950	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,205,721	\$1,205,721	11.13	11.13
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$881,600	\$881,600	0.00	0.00
Total for Service Area	\$2,087,321	\$2,087,321	11.13	11.13

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,923,772	\$5,923,772	30.52	30.52
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$850,000	\$850,000	0.00	0.00
<i>Increase nongeneral fund appropriation for debt service payments</i>	\$600,000	\$600,000	0.00	0.00
Total for Service Area	\$7,373,772	\$7,373,772	30.52	30.52

Virginia Commonwealth University

Mission Statement

Virginia Commonwealth University is a public, urban, research university, supported by Virginia to serve the people of the state and the nation. The university provides a fertile and stimulating environment for learning, teaching, research, creative expression, and public service.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$155,217,909	\$388,541,806	\$543,759,715	\$320,211,065	\$223,548,650	4,905.32
FY 2004	\$143,719,705	\$425,584,337	\$569,304,042	\$331,809,672	\$237,494,370	4,917.34
FY 2005	\$159,346,110	\$456,545,528	\$615,891,638	\$335,078,417	\$280,813,221	4,917.34
FY 2006	\$174,924,047	\$514,349,906	\$689,273,953	\$351,907,732	\$337,366,221	4,997.34
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$174,924,047	\$514,349,906	\$689,273,953	\$365,463,671	\$323,810,282	4,997.34
FY 2007 Addenda	\$25,615,385	\$55,124,601	\$80,739,986	\$16,235,210	\$64,504,776	82.00
FY 2007 TOTAL	\$200,539,432	\$569,474,507	\$770,013,939	\$381,698,881	\$388,315,058	5,079.34
FY 2008 Base Budget	\$174,924,047	\$514,349,906	\$689,273,953	\$365,463,671	\$323,810,282	4,997.34
FY 2008 Addenda	\$27,840,250	\$90,995,800	\$118,836,050	\$17,546,769	\$101,289,281	148.50
FY 2008 TOTAL	\$202,764,297	\$605,345,706	\$808,110,003	\$383,010,440	\$425,099,563	5,145.84
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$30,774,000	\$92,511,000	\$123,285,000	\$0	\$123,285,000	0.00
FY 2008 Capital	\$17,097,000	\$0	\$17,097,000	\$0	\$17,097,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$4.9 million (GF) and \$5.8 million (NGF).

► **Remove one-time spending from agency budget**

Adjusts agency budget to remove one-time funding that was provided as nonrecurring seed money for research enhancements. Funds were administratively transferred to the first year in 2005. For each year, a reduction of \$2.0 million (GF).

► **Provide the full cost of partially funded items**

Adjusts agency budget to annualize the mid-year salary increase authorized by the 2005 General Assembly for Virginia Commonwealth University and to annualize operating and maintenance funding for the Massey Cancer Center addition facility. For each year, \$2.0 million (GF) and \$1.4 million (NGF).

► **Increase nongeneral fund appropriation for debt service**

Adjusts agency budget to provide additional appropriation authority to cover debt service payments on two housing projects, the Siegel Center and School of Engineering bonds. For each year, \$5.6 million (NGF).

► **Increase nongeneral fund appropriation for tuition and fee revenue**

Adjusts the nongeneral fund appropriation and position levels to reflect additional revenues from tuition and fees. For 2007, 48 positions. For 2008, \$10.2 million (NGF) and 48 additional positions.

► **Increase nongeneral fund appropriation for Qatar campus revenues**

Adjusts agency budget to provide increased nongeneral fund appropriation for revenue received by the university from the Qatar Foundation for costs associated with VCU's Qatar Campus. A building expansion is currently underway to accommodate new programs and enrollment growth, including co-education. For 2007, \$3.0 million (NGF). For 2008, \$7.0 million (NGF).

► **Increase nongeneral fund appropriation for university fee revenue**

Adjusts agency budget to provide increased nongeneral fund appropriation for revenue received by the University from additional enrollment growth as provided to SCHEV on June 15, 2005 and a five percent increase in the University fee rate. Revenue is from the university fee, a mandatory non-educational and general fee charged to all students, the revenue from which supports a variety of student services, programs and facilities. Debt service costs for a new parking deck are estimated at \$1.1 million. For 2007, \$2.5 million (NGF). For 2008, \$6.1 million (NGF).

► **Increase nongeneral fund appropriation and position level for auxiliary enterprise operations**

Adjusts agency budget to provide additional nongeneral fund appropriation for increased operating income generated by auxiliary enterprises programs based on expected annual growth rate. For 2007, \$6.8 million (NGF) and 16 positions. For 2008, \$14.3 million (NGF).

► **Increase nongeneral fund appropriation and position level for grant and contract activity**

Adjusts agency budget to provide additional nongeneral fund appropriation for federal grant funding based on current growth estimates and additional revenues expected from implementation of the School of Medicine's research plan initiative. For 2007, \$20.0 million (NGF) and 16 positions. For 2008, \$29.0 million (NGF) and 16 additional positions.

► **Increase nongeneral fund appropriation and position level for the eminent scholars program**

Adjusts agency budget to provide additional nongeneral fund appropriation for the eminent scholars program. The current appropriation is insufficient to accommodate recent program increases and anticipated growth. For 2007, \$378,000 (NGF) and two positions. For 2008, \$595,800 (NGF) and one additional position.

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$580,052 (GF). For 2008, \$816,683 (GF).

► **Provide funding to support the Center on Aging**

Provides additional funding to support innovative research into biomedical and psychosocial aspects of dementia and the understanding of Alzheimer's. For each year, \$45,000 (GF).

► **Provide funding to support the Council on Economic Education**

Provides additional funding to develop and implement entrepreneurial curricula and elective courses in K-12 schools, train teachers to teach entrepreneurship in the classroom, and offer special education programs in entrepreneurship directly to students. For each year, \$75,000 (GF).

► **Fund growth in enrollment and degree completions**

Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$16.5 million (GF) and \$8.1 million (NGF).

► **Increase undergraduate student financial assistance**

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$1.4 million (GF).

► **Increase support for operation and maintenance of new facilities**

Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For Virginia Commonwealth University, funding is included for the School of Nursing. For 2007, \$57,124 (GF) and \$40,247 (NGF). For 2008, \$228,498 (GF), \$160,987 (NGF), and 1.5 additional positions.

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$2.1 million (GF) and \$1.4 million (NGF). For 2008, \$4.0 million (GF) and \$2.7 million (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Construct Massey Cancer Center addition**

Adds funding to address recent construction price escalations associated with a 60,000 square foot addition to the existing Massey Cancer Center on the university's medical campus. For the biennium, \$6.0 million (GF).

► **Construct School of Engineering, Phase II**

Adds funds for the cost of equipment and furnishings associated with the School of Engineering, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$3.0 million (GF).

► **Renovate Hibbs Building**

Adds funds for the cost of equipment and furnishings associated with renovation of the Hibbs Classroom Building, scheduled for completion in 2006. Previously, only the construction portion of the project was funded. For the biennium, \$139,000 (GF).

► **Construct Medical Sciences Building, Phase II**

Provides additional funding to address the recent market escalation of construction costs associated with construction of a new 125,000 square foot facility for research and instructional space on the medical campus. Construction of the building is an integral part of the university's efforts to increase sponsored research funding and enhance the university's position as a major research institution. The nongeneral fund portion of the project will be funded from 9(d) revenue bonds. For the biennium, \$12.4 million (GF) and \$5.4 million (NGF).

► **Renovate music center**

Provides additional funding to address the recent market escalation of construction costs and adds funds for the cost of equipment and furnishing associated with renovation of the Music Center, scheduled for completion in 2008. For the biennium, \$750,000 (GF).

► **Renovate Sanger Research Laboratory, Phase I**

Adds funds for the cost of equipment and furnishings for the Sanger Research Laboratory, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$750,000 (GF).

► **Renovate Franklin Terrace**

Adds funds for the cost of equipment and furnishings for the Franklin Terrace Building, scheduled for completion in 2007. Previously, only the construction portion of the project was funded. For the biennium, \$136,000 (GF).

► **Construct tennis center complex**

Provides supplemental funding to complete construction of a new facility to be located at the northwest corner of the Boulevard and Robin Hood Road, directly across the street from the Arthur Ashe Center. The scope of site work includes limited demolition, construction of 12 hard-surface tennis courts, lighting for the stadium court and five outdoor courts, seating for the stadium court and buildings for toilets and storage. The building features six air-conditioned, intercollegiate level indoor tennis courts, tennis team spaces, a tennis academy, and a viewing mezzanine for tournaments. The project will be funded from private gifts. For the biennium, \$3.0 million (NGF).

► **Construct new School of Nursing**

Adds funds for the cost of equipment and furnishings for the School of Nursing, scheduled for completion in 2007. Previously, only the construction portion of the project was funded. For the biennium, \$290,000 (GF).

► **Construct Monroe Park and Medical College of Virginia Campus recreation facilities**

Provides funds to renovate and construct an addition to the Cary Street Gymnasium to serve as the permanent location and sole venue for recreational sports on the Monroe Park Campus. It also includes construction of an addition to the Recreation and Aquatic Center on the medical campus to provide increased recreational programming and food service. This project will be funded from 9(d) revenue bonds. For the biennium, \$57.5 million (NGF).

► **Construct Monroe Park campus parking and housing facility**

Provides funds to construct approximately 170,000 gross square feet of housing space above an 800-car, 265,000 square foot parking deck. Also included is retail space, a landscaped courtyard and approximately 13,300 square foot residential college component which will include faculty housing, seminar and teaching space, commons areas, work areas and related support space. The 400 beds of housing will be apartment style with a combination of 2-bedroom and 4-bedroom units. The project will be funded from 9(d) revenue bonds. For the biennium, \$19.4 million (NGF).

► **Renovate old business building**

Provides funds to renovate the School of Business building in preparation for use by the School of Social Work and the School of Education. As part of the project, a large auditorium addition will be demolished and replaced by a classroom addition of appropriate capacities. The renovation includes upgrades to major building and technology systems, as well as replacement of floor, wall, and ceiling finishes. For the biennium, \$19.0 million (GF).

► **Renovate Theatre Row**

Provides funds to renovate up to approximately 110,000 square feet in the Theatre Row building in Richmond to provide additional space for program consolidation and swing space for the Medical College of Virginia Campus. The Theatre Row building is a nine-story contemporary office building located on Broad Street, two blocks from the Medical College of Virginia Campus. Large portions of the building are currently available for lease but require significant renovation and build-out to meet program requirements. For the biennium, \$5.4 million (GF).

► **Renovate Sanger Hall, 7th floor**

Provides funds to renovate 5,660 square feet of research laboratory space in Sanger Hall. The laboratories are 30 to 40 years old and are in need of modernization. The scope includes reconfiguration of the lab benches, replacement of chemical fume hoods and modifications to lab gas, water and electrical distribution system. The project will be funded from private funds. For the biennium, \$2.7 million (NGF).

► **Construct Rice Center development, Phases II and III**

Provides funds to construct Phases II and III of the Inger and Walter Rice Center for Environmental Life Sciences on approximately 343 acres of property in Charles City County, Virginia. This project expands the education, administration and research components of the Rice Center and includes construction of approximately 15,850 gross square feet of classroom, teaching, and research laboratories. The project also includes extension of infrastructure developed in Phase I including, but not limited to, access roads, parking meter distribution, sewage disposal and electrical and telephone service. This project will be funded from private funds. For the biennium, \$4.5 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$370,022,433	\$370,022,433	3,296.80	3,296.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$10,700,666	\$10,700,666	0.00	0.00
<i>Remove one-time spending from agency budget</i>	(\$1,979,250)	(\$1,979,250)	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$3,413,342	\$3,413,342	0.00	0.00
<i>Increase nongeneral fund appropriation for tuition and fee revenue</i>	\$0	\$10,210,136	48.00	96.00
<i>Increase nongeneral fund appropriation for Qatar campus revenues</i>	\$3,000,000	\$7,000,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$580,052	\$816,683	0.00	0.00
<i>Provide funding to support the Center on Aging</i>	\$45,000	\$45,000	0.00	0.00
<i>Provide funding to support the Council on Economic Education</i>	\$75,000	\$75,000	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$24,561,913	\$24,561,913	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$97,371	\$389,485	0.00	1.50
<i>Fund faculty salary increases</i>	\$3,591,999	\$6,631,382	0.00	0.00
Total for Service Area	\$414,108,526	\$431,886,790	3,344.80	3,394.30

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,508,500	\$12,508,500	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$1,375,893	\$1,375,893	0.00	0.00
Total for Service Area	\$13,884,393	\$13,884,393	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$202,306,852	\$202,306,852	1,133.74	1,133.74
<i>Increase nongeneral fund appropriation for debt service</i>	\$400,000	\$400,000	0.00	0.00
<i>Increase nongeneral fund appropriation and position level for grant and contract activity</i>	\$20,000,000	\$29,000,000	16.00	32.00
<i>Increase nongeneral fund appropriation and position level for the eminent scholars program</i>	\$378,000	\$595,800	2.00	3.00
Total for Service Area	\$223,084,852	\$232,302,652	1,151.74	1,168.74

State Health Services

This service provides a variety of administrative services to the Virginia Commonwealth University Health System Authority.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$18,000,000	\$18,000,000	200.00	200.00
Total for Service Area	\$18,000,000	\$18,000,000	200.00	200.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$86,436,168	\$86,436,168	366.80	366.80
<i>Increase nongeneral fund appropriation for debt service</i>	\$5,200,000	\$5,200,000	0.00	0.00
<i>Increase nongeneral fund appropriation for university fee revenue</i>	\$2,500,000	\$6,100,000	0.00	0.00
<i>Increase nongeneral fund appropriation and position level for auxiliary enterprise operations</i>	\$6,800,000	\$14,300,000	16.00	16.00
Total for Service Area	\$100,936,168	\$112,036,168	382.80	382.80

Virginia Community College System

Mission Statement

The Virginia Community College System provides comprehensive higher education and workforce-training programs and services of superior quality that are financially and geographically accessible and that meet individual, business, and community needs of the Commonwealth.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$290,842,048	\$216,031,175	\$506,873,223	\$375,880,024	\$130,993,199	8,315.96
FY 2004	\$275,980,700	\$291,388,265	\$567,368,965	\$376,575,292	\$190,793,673	8,333.47
FY 2005	\$316,230,503	\$350,475,094	\$666,705,597	\$400,369,826	\$266,335,771	8,760.12
FY 2006	\$344,062,000	\$417,258,560	\$761,320,560	\$400,369,826	\$360,950,734	8,867.97
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$344,062,000	\$417,258,560	\$761,320,560	\$477,284,686	\$284,035,874	8,867.97
FY 2007 Addenda	\$61,037,951	\$41,231,481	\$102,269,432	\$23,077,591	\$79,191,841	79.17
FY 2007 TOTAL	\$405,099,951	\$458,490,041	\$863,589,992	\$500,362,277	\$363,227,715	8,947.14
FY 2008 Base Budget	\$344,062,000	\$417,258,560	\$761,320,560	\$477,284,686	\$284,035,874	8,867.97
FY 2008 Addenda	\$68,196,476	\$58,793,883	\$126,990,359	\$25,536,091	\$101,454,268	79.17
FY 2008 TOTAL	\$412,258,476	\$476,052,443	\$888,310,919	\$502,820,777	\$385,490,142	8,947.14
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$108,232,000	\$59,317,000	\$167,549,000	\$0	\$167,549,000	0.00
FY 2008 Capital	\$123,690,000	\$0	\$123,690,000	\$0	\$123,690,000	0.00

Agency Summary of Recommended Operating Budget Addenda

▶ Transfer centrally funded amounts to agency budgets

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$9.0 million (GF) and \$4.7 million (NGF).

▶ Remove one-time spending amounts from agency budget

Adjusts agency budget to remove one-time funding that was provided in 2006. For each year, a reduction of \$773,000 (GF).

▶ Provide the full cost of partially funded items

Adjusts agency budget to annualize the mid-year salary increase authorized by the 2005 General Assembly for the community colleges, and to cover the remaining months of funding for the operation and maintenance of facilities that opened during 2006. For each year, \$3.4 million (GF) and \$2.0 million (NGF).

▶ Reflect administrative nongeneral fund increases in agency budget

Adjusts agency budget to increase the nongeneral fund appropriation to reflect the current level of nongeneral fund activity. For each year, \$16.7 million (NGF).

▶ Reflect the transfer of amounts between agencies

Transfers funding to the Community College System from Central Appropriations for an industry certification program and the Virginia Modeling and Simulation Initiative. For each year, \$971,206 (GF).

▶ Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$668,289 (GF). For 2008, \$960,467 (GF).

▶ Expand Middle College and Career Coach programs

Provides funds to expand the successful Middle College and Career Coach pilot programs. Middle College programs enable young adults to secure GEDs and complete college courses in preparation for economically viable careers. Career coaches help to increase the number of high school students who obtain employment credentials and postsecondary education. This funding will expand the number of Middle College sites to 23 so there will be one at every community college, and will continue funding for career coaches at 43 high schools throughout Virginia. For 2007, \$3.5 million (GF). For 2008, \$5.9 million (GF).

▶ Virginia Small Manufacturing Assistance Program

Provides one-time funds through for targeted assistance to manufacturers meeting selected distress criteria to address challenging technical and business-oriented problems. For 2007, \$200,000 (GF).

▶ Adjust nongeneral fund appropriation for educational and general programs

Increases the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$15.3 million (NGF).

▶ Fund growth in enrollment and degree completions

Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$36.2 million (GF) and \$15.5 million (NGF).

▶ Increase undergraduate student financial assistance

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$3.0 million (GF).

▶ Increase support for operation and maintenance of new facilities

Provides additional funds to support the operation and maintenance of new facilities. For the community colleges, funding is included for 25 buildings that will be completed in 2007. For 2007, \$1.4 million (GF), \$698,483 (NGF), and 79.17 positions. For 2008, \$3.1 million (GF) and \$1.5 million (NGF).

▶ Fund faculty salary increases

Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the colleges to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$3.4 million (GF) and \$1.7 million (NGF). For 2008, \$6.4 million (GF) and \$3.1 million (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Provide equipment for phase IV building on the Parham Road Campus of J. Sargeant Reynolds Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new building on the Parham Road Campus, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$2.1 million (GF).
- ▶ **Provide equipment for the learning resources building at Southwest Virginia Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new learning resource center, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$975,000 (GF).
- ▶ **Provide equipment for the instructional labs at John Tyler Community College**
Adds funds for the cost of equipment and furnishings associated with the renovation of instructional laboratories, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$566,000 (GF).
- ▶ **Provide equipment for West Hall and the learning resource center at Patrick Henry Community College**
Adds funds for the cost of equipment and furnishings associated with renovation of West Hall and the college's learning resource center, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$300,000 (GF).
- ▶ **Provide equipment for phase I, II, and III buildings on the Alexandria Campus of Northern Virginia Community College**
Adds funds for the cost of equipment and furnishings associated with a major construction and renovation project on the Alexandria campus, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$1.8 million (GF).
- ▶ **Provide supplement for relocation of the Portsmouth Campus of Tidewater Community College**
Provides additional funding for relocation of the college's Portsmouth Campus, and increases the size of the campus by about 20,000 square feet, to a total of about 183,000 square feet. For the biennium, \$4.0 million (NGF).
- ▶ **Provide equipment for the new science building on the Virginia Beach Campus of Tidewater Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new science building, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$5.9 million (GF).
- ▶ **Provide equipment for the science and technology building at Piedmont Virginia Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new science building, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$851,000 (GF).
- ▶ **Provide equipment for Webber Hall at Virginia Western Community College**
Adds funds for the cost of equipment and furnishings associated with a renovation and addition to Webber Hall, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$1.7 million (GF).
- ▶ **Provide equipment for the Regional Automotive Technology Center on the Chesapeake Campus of Tidewater Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new workforce development center, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$1.2 million (GF).
- ▶ **Provide equipment for the Workforce Training and Technology Center at J. Sargeant Reynolds Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new workforce development center, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$200,000 (GF).
- ▶ **Provide equipment for the Business Development and Workforce Training Center at Eastern Shore Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new workforce development center, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$400,000 (GF).
- ▶ **Provide funds for construction of workforce services development center at Lord Fairfax Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new workforce development

center, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$675,000 (GF).

- ▶ **Provide supplement for construction of the William F. Snyder Auditorium at Wytheville Community College**
Adds private funds for construction of an auditorium originally authorized in 2002. Also increases the scope of the project from 4,000 to 5,000 square feet. This increase in square footage will allow the college to expand the seating capacity of this auditorium and will provide ample room for related theater production spaces and an art gallery/lobby. For the biennium, \$93,000 (NGF).
- ▶ **Provide equipment for the new science building at Blue Ridge Community College**
Adds funds for the cost of equipment and furnishings associated with construction of a new science building, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$240,000 (GF).
- ▶ **Provide equipment for Galax Hall at Wytheville Community College**
Adds funds for the cost of equipment and furnishings associated with a renovation in Galax Hall, scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$278,000 (GF).
- ▶ **Provide supplemental funding for previously authorized capital projects**
Provides additional funding to address the recent market escalation of construction costs associated with numerous capital projects in the Virginia Community College System. For the biennium, \$59.2 million (GF).
- ▶ **Repair or replace mechanical and electrical systems, various campuses**
Provides funding to repair or replace mechanical and electrical systems at Lord Fairfax, Mountain Empire, Northern Virginia, Patrick Henry, Southwest Virginia, and Virginia Western Community Colleges. For the biennium, \$11.6 million (GF) and \$50,000 (NGF).
- ▶ **Improve handicap accessibility in the main building at Piedmont Virginia Community College**
Provides funds for the improvement of handicap accessibility in the main campus building. The project includes replacing drinking fountains and door hardware as well as other modifications. For the biennium, \$150,000 (GF).
- ▶ **Construct Phase III Building on the Loudoun Campus of Northern Virginia Community College**
Provides funds for the third phase of construction at the Loudoun Campus. This 75,000 square foot project includes construction of a new classroom and office building, an addition to the existing science building, construction of a facility for the veterinary technology program, and development of parking lots. The nongeneral fund portion of the project will be supported by local contributions and auxiliary enterprise revenues. For the biennium, \$27.6 million (GF) and \$3.5 million (NGF).
- ▶ **Construct the first phase of a regional health professions center on the Virginia Beach Campus of Tidewater Community College**
Provides funding for a 65,000 square foot facility to expand the college's nursing and allied health profession programs. The building will include classrooms, state-of-the-art labs that simulate the hospital setting, advanced medical imaging equipment and office space. The facility will help the college meet the demand for health professionals in the Hampton Roads area. The nongeneral fund portion of the project will be supported by local funds. For the biennium, \$19.4 million (GF) and \$2.0 million (NGF).
- ▶ **Construct information technology building at Blue Ridge Community College**
Provides funding for the construction of a 23,000 square foot building on the Weyers Cave Campus to house information technology, electronics technology and other technology-oriented programs at the college. The building will include classrooms, faculty offices, specialty program laboratories and computer laboratories. The nongeneral fund portion of the project will be supported by local funds. For the biennium, \$6.9 million (GF) and \$264,000 (NGF).
- ▶ **Acquire Hampton III Building for Thomas Nelson Community College**
Provides funds for the college to acquire a 47,000 square foot commercial building on 4.83 acres of land contiguous to the Hampton campus. The college is currently leasing over two-thirds of the space in the building, and the remaining third is vacant. Purchasing the building will ensure the college's continued access to this space, and the additional space provided will help to reduce a significant deficit of academic space at the college. The nongeneral fund portion of this project will be supported by local funds. For the biennium, \$6.6 million (GF) and \$707,000 (NGF).
- ▶ **Construct a student services building on the Christanna Campus of Southside Virginia Community College**
Provides funding for a 32,200 square foot building to house a learning resource center on the second floor and student service offices including financial aid and academic counseling on the first floor. The nongeneral fund portion of this project will be supported by local funds. For the biennium, \$8.7 million (GF) and \$260,000 (NGF).

- ▶ **Replace Anderson Hall at Virginia Western Community College**
Provides funding for replacement of Anderson Hall, the largest classroom building on campus, which houses science, math and health technology programs. Through a planning study, the college determined that replacement of this 1960's building will be more cost effective than renovation. The project will include demolition of the existing building and construction of a new 62,000 square foot academic building. The nongeneral fund portion of this project will be supported by local funds. For the biennium, \$15.8 million (GF) and \$347,000 (NGF).
- ▶ **Renovate instructional labs at New River Community College**
Provides funds to update instructional laboratories for physics, chemistry, art/photography, electrical technology, instrumentation, engineering technology, and industrial technology in Godbey and Martin Halls. For the biennium, \$1.5 million (GF).
- ▶ **Renovate Burnette Hall on the Parham Road Campus of J. Sargeant Reynolds Community College**
Provides funding for the renovation of Burnette Hall on the Parham Road Campus. The project will include replacing building systems and upgrading instructional labs and classrooms. The nongeneral fund portion of this project will be supported by local funds. For the biennium, \$9.4 million (GF) and \$224,000 (NGF).
- ▶ **Renovate instructional and student center building at Virginia Highlands Community College**
Provides funding for the renovation of a classroom and student center building. This project will include replacing building systems and improving interior finishes. For the biennium, \$1.1 million (GF).
- ▶ **Construct phase II building on the Midlothian Campus of John Tyler Community College**
Provides funding for the construction of a 60,000 square foot academic building to accommodate the demand for additional classrooms, labs, faculty offices, a learning resource center, a student center, and a campus bookstore. The nongeneral fund portion of this project will be supported by local and auxiliary enterprise funds. For the biennium, \$18.9 million (GF) and \$2.3 million (NGF).
- ▶ **Construct phase VI academic building on the Annandale Campus of Northern Virginia Community College**
Provides funding for construction of a 90,000 square foot academic facility for classrooms and faculty offices. The facility will also house student services such as academic counseling, admissions and student records, and the business office. The nongeneral fund portion of this project will be supported by local and auxiliary enterprise funds. For the biennium, \$27.4 million (GF) and \$1.9 million (NGF).
- ▶ **Renovate the Hobbs Suffolk Campus building at Paul D. Camp Community College**
Provides funds to renovate this building to better accommodate distance learning and advanced computer-based training in response to workforce needs in the college's service area. Classrooms will be converted to specialized instructional labs for training in computer networking and industry-based semiconductor work skills. For the biennium, \$483,000 (GF).
- ▶ **Construct health technology and science building at Patrick Henry Community College**
Provides funding to construct a 51,123 square foot facility for health technology, science and biotechnology. This facility will provide additional classrooms, laboratories, faculty offices, and student resource areas. The project will be supported by local funds. For the biennium, \$18.4 million (NGF).
- ▶ **Reconfigure south roadway at Blue Ridge Community College**
Provides funding for alternative routing of the existing roadways to improve vehicular and pedestrian safety. Parking will be strategically located on the outer perimeters of the campus. The project will be supported by local funds. For the biennium, \$339,000 (NGF).
- ▶ **Construct student center at Danville Community College**
Provides funding for the construction of a 5,000 square foot building with an 1,800 square foot canopy to house student organizations, a food service area, meeting rooms and student study areas. The project will be supported by local funds. For the biennium, \$1.5 million (NGF).
- ▶ **Construct a second entrance to the Chester Campus of John Tyler Community College**
Provides funding for the construction of a second entrance to the campus. This project will improve traffic flow and increase safety for faculty and students on Route 1/301 in Chester. The project will be supported by local funds. For the biennium, \$659,000 (NGF).
- ▶ **Construct roadway and parking lot on the Midlothian Campus of John Tyler Community College**
Provides funds to construct additional roads and a 90-space parking lot for the Midlothian Campus. The road will provide necessary access for phase II development of the campus. The project will be supported by local funds. For the biennium, \$2.7 million (NGF).

- ▶ **Construct second access road at Mountain Empire Community College**
Provides funding to construct a second access road from US 23 to state route 387 on the campus. The project will be supported by local funds. For the biennium, \$1.9 million (NGF).
- ▶ **Construct road to maintenance building at Southwest Virginia Community College**
Provides funding for the construction of a new road to the maintenance building to be located on the south side of campus. The project will be funded from local funds. For the biennium, \$406,000 (NGF).
- ▶ **Construct welcome center, visitor entrance and parking on the Hampton Campus of Thomas Nelson Community College**
Provides funding to construct a welcome center and visitor parking for students and guests to the college. This project will be funded from local funds. For the biennium, \$2.7 million (NGF).
- ▶ **Construct student center on the Portsmouth Campus of Tidewater Community College**
Provides funding for the construction of a 50,000 square foot building for the student center. This facility will accommodate student activities, lounge and study areas, banking services, and other appropriate retail services to include bookstore and food service operations. The project will be funded from 9(d) revenue bonds. Revenues from auxiliary enterprises will support the debt service payments. For the biennium, \$14.1 million (NGF).
- ▶ **Construct bulkhead and footbridge for pond on the Virginia Beach Campus of Tidewater Community College**
Provides funding for the construction of a bulkhead and footbridge for the exiting retainage pond on the Virginia Beach campus. This project will be funded from local funds. For the biennium, \$1.1 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$573,864,158	\$573,864,158	8,568.47	8,568.47
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,722,658	\$13,722,658	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$773,000)	(\$773,000)	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$5,319,771	\$5,319,771	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$3,127,913	\$3,127,913	0.00	0.00
<i>Reflect the transfer of amounts between agencies</i>	\$971,206	\$971,206	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$668,289	\$960,467	0.00	0.00
<i>Expand Middle College and Career Coach programs</i>	\$3,487,500	\$5,946,000	0.00	0.00
<i>Virginia Small Manufacturing Assistance Program</i>	\$200,000	\$0	0.00	0.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$0	\$15,305,848	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$51,708,256	\$51,708,256	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$2,124,774	\$4,644,560	79.17	79.17
<i>Fund faculty salary increases</i>	\$5,134,545	\$9,479,160	0.00	0.00
Total for Service Area	\$659,556,070	\$684,276,997	8,647.64	8,647.64

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$118,798,682	\$118,798,682	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$10,875,000	\$10,875,000	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$3,048,654	\$3,048,654	0.00	0.00
Total for Service Area	\$132,722,336	\$132,722,336	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$43,900,000	\$43,900,000	284.50	284.50
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$1,217,500	\$1,217,500	0.00	0.00
Total for Service Area	\$45,117,500	\$45,117,500	284.50	284.50

Apprenticeship Program

This service assures the availability of skilled craftspeople for the industrial sector of the Commonwealth through the promotion and development of apprenticeship training opportunities within industry.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,044,500	\$1,044,500	3.00	3.00
Total for Service Area	\$1,044,500	\$1,044,500	3.00	3.00

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$23,713,220	\$23,713,220	12.00	12.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$1,436,366	\$1,436,366	0.00	0.00
Total for Service Area	\$25,149,586	\$25,149,586	12.00	12.00

Virginia Military Institute

Mission Statement

The Virginia Military Institute produces educated, honorable men and women, prepared for the varied work of civil life, imbued with love of learning, confident in the functions and attitudes of leadership, possessing a high sense of public service, advocates of the American Democracy and free enterprise system, and ready as citizen-soldiers to defend their country in a time of national peril. To accomplish this result, the Virginia Military Institute shall provide to qualified young men and women undergraduate education of highest quality -- embracing engineering, science, and the arts -- conducted in, and facilitated by, the unique VMI system of military discipline.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$13,928,040	\$27,901,833	\$41,829,873	\$20,568,781	\$21,261,092	453.43
FY 2004	\$12,490,196	\$28,201,563	\$40,691,759	\$20,162,629	\$20,529,130	451.43
FY 2005	\$13,349,834	\$33,233,391	\$46,583,225	\$21,222,280	\$25,360,945	451.43
FY 2006	\$13,715,396	\$34,069,999	\$47,785,395	\$21,302,280	\$26,483,115	453.02
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$13,715,396	\$34,069,999	\$47,785,395	\$24,585,155	\$23,200,240	453.02
FY 2007 Addenda	\$1,522,671	\$2,785,893	\$4,308,564	\$1,364,843	\$2,943,721	8.00
FY 2007 TOTAL	\$15,238,067	\$36,855,892	\$52,093,959	\$25,949,998	\$26,143,961	461.02
FY 2008 Base Budget	\$13,715,396	\$34,069,999	\$47,785,395	\$24,585,155	\$23,200,240	453.02
FY 2008 Addenda	\$1,853,129	\$2,925,607	\$4,778,736	\$1,364,843	\$3,413,893	8.00
FY 2008 TOTAL	\$15,568,525	\$36,995,606	\$52,564,131	\$25,949,998	\$26,614,133	461.02
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$18,290,000	\$0	\$18,290,000	\$0	\$18,290,000	0.00
FY 2008 Capital	\$2,861,000	\$0	\$2,861,000	\$0	\$2,861,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$417,256 (GF) and \$712,903 (NGF).

► Provide the full cost of partially funded items

Adjusts agency budget to annualize the mid-year salary increase authorized by the 2005 General Assembly for the university, and to cover the remaining months of funding for the operation and maintenance of new facilities. For each year, \$145,986 (GF) and \$303,698 (NGF).

► Increase auxiliary enterprise fund

Adjusts auxiliary enterprise budget to reflect revenues associated with increased cadet level. For 2007, \$960,000 (NGF) and eight positions. For 2008, \$960,000 (NGF).

► Increase Unique Military Activities

Increases budget for Unique Military Activities to reflect costs associated with increased cadet level. For each year, \$450,000 (NGF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$55,946 (GF). For 2008, \$90,836 (GF).

► Increase funds for the Unique Military Activity Program

Increases general fund support for the Unique Military Activity Program for both Virginia Military Institute and Virginia Polytechnic Institute and State University. General fund support has not kept up with the growth of the program, placing an increased burden on cadets. For 2007, \$438,000 (GF). For 2008, \$657,000 (GF).

► Fund growth in enrollment and degree completions

Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$297,706 (GF) and \$146,631 (NGF).

► **Increase undergraduate student financial assistance**

Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$51,231 (GF).

► **Increase support for operation and maintenance of new facilities**

Provides additional funding to support the operation and maintenance of new facilities that will open in 2007. For Virginia Military Institute, funding is included for Jackson Memorial Hall and Nichols Engineering Building. For each year, \$26,056 (GF) and \$47,544 (NGF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the Institute to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$90,490 (GF) and \$165,117 (NGF). For 2008, \$167,058 (GF) and \$304,831 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Provide supplement for renovation of Mallory Hall**

Provides supplemental funding for recent construction price escalations. This amendment provides funds to renovate Mallory Hall, a 52-year-old facility housing physics, astronomy and math programs. For the biennium, \$2.9 million (GF).

► **Expand barracks**

Provides funding to expand the barracks at Virginia Military Institute. At current occupancy levels an overcrowding condition exists. For the biennium, \$13.8 million (GF).

► **Renovate barracks**

Provides funding to begin planning for the renovation the existing barracks building. This proposed renovation will bring the barracks in line with existing building codes. For the biennium, \$1.2 million (GF).

► **Construct North Post Leadership Facility**

Provides funding to construct outdoor leadership, military, and physical training facilities for cadets. The project will consist of a new rifle firing range, a challenge course, an obstacle course, and a footbridge to allow cadet access to the leadership training facilities. This project is part of a more comprehensive nongeneral fund project at North Post that will include leadership and physical training facilities for intramural, club, and intercollegiate athletics. For the biennium, \$3.2 million (GF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$25,687,406	\$25,687,406	309.51	309.51
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,130,159	\$1,130,159	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$449,684	\$449,684	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$55,946	\$90,836	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$444,337	\$444,337	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$73,600	\$73,600	0.00	0.00
<i>Fund faculty salary increases</i>	\$255,607	\$471,889	0.00	0.00
Total for Service Area	\$28,096,739	\$28,347,911	309.51	309.51

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$840,389	\$840,389	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$51,231	\$51,231	0.00	0.00
Total for Service Area	\$891,620	\$891,620	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$894,898	\$894,898	6.75	6.75
Total for Service Area	\$894,898	\$894,898	6.75	6.75

Unique Military Activities

This service provides support for cadet uniforms and equipment, military administration and training, cadet services, and facilities to support a continuing military environment at institutions of higher education.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,614,037	\$5,614,037	23.24	23.24
<i>Increase Unique Military Activities</i>	\$450,000	\$450,000	0.00	0.00
<i>Increase funds for the Unique Military Activity Program</i>	\$438,000	\$657,000	0.00	0.00
Total for Service Area	\$6,502,037	\$6,721,037	23.24	23.24

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,748,665	\$14,748,665	113.52	113.52
<i>Increase auxiliary enterprise fund</i>	\$960,000	\$960,000	8.00	8.00
Total for Service Area	\$15,708,665	\$15,708,665	121.52	121.52

Virginia Polytechnic Institute and State University

Mission Statement

The Virginia Polytechnic Institute and State University is a public land-grant university serving the Commonwealth of Virginia, the nation, and the world community. The discovery and dissemination of new knowledge are central to its mission. Through its focus on teaching and learning, research, and outreach, the university creates, conveys, and applies knowledge to expand personal growth and opportunity, advance social and community development, foster economic competitiveness, and improve the quality of life.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$156,057,520	\$455,138,476	\$611,195,996	\$409,760,262	\$201,435,734	5,660.15
FY 2004	\$144,498,474	\$495,971,390	\$640,469,864	\$428,429,322	\$212,040,542	5,745.14
FY 2005	\$157,616,517	\$566,787,972	\$724,404,489	\$466,592,774	\$257,811,715	5,933.64
FY 2006	\$168,730,141	\$640,555,681	\$809,285,822	\$489,863,746	\$319,422,076	5,981.64
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$168,730,141	\$640,555,681	\$809,285,822	\$512,501,402	\$296,784,420	5,981.64
FY 2007 Addenda	\$9,900,807	\$28,091,738	\$37,992,545	\$22,983,075	\$15,009,470	267.14
FY 2007 TOTAL	\$178,630,948	\$668,647,419	\$847,278,367	\$535,484,477	\$311,793,890	6,248.78
FY 2008 Base Budget	\$168,730,141	\$640,555,681	\$809,285,822	\$512,501,402	\$296,784,420	5,981.64
FY 2008 Addenda	\$12,154,896	\$44,485,790	\$56,640,686	\$25,276,629	\$31,364,057	287.09
FY 2008 TOTAL	\$180,885,037	\$685,041,471	\$865,926,508	\$537,778,031	\$328,148,477	6,268.73
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$45,317,000	\$98,250,000	\$143,567,000	\$0	\$143,567,000	0.00
FY 2008 Capital	\$4,821,000	\$0	\$4,821,000	\$0	\$4,821,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$5.3 million (GF) and \$7.8 million (NGF).

► **Remove one-time spending amounts from agency budget**

Adjusts agency budget to remove one-time funding that was provided as nonrecurring seed money for research enhancements and other nonrecurring activities. For each year, a reduction of \$2.1 million (GF).

► **Provide the full cost of partially funded items**

Adjusts agency budget to annualize the mid-year salary increase authorized by the 2005 General Assembly for the university, and to cover the remaining 10 months of funding for the operation and maintenance of a new chilled water plant. For each year, \$1.7 million (GF) and \$2.2 million (NGF).

► **Increase support for operation and maintenance of auxiliary enterprise facilities**

Increases the nongeneral fund appropriation and position allocation in the university's auxiliary enterprise program to operate and maintain previously authorized facilities. These facilities include the new Graduate Life Center (converted from the old Donaldson Brown Hotel and Conference Center) and improvements to old boilers for compliance with current environmental laws and standards. For 2007, \$1.6 million (NGF) and 10.2 positions. For 2008, \$1.9 million (NGF).

► **Increase nongeneral fund appropriation to reflect current levels of service for auxiliary enterprises**

Increases the nongeneral fund appropriation and position allocation in the university's auxiliary enterprises to reflect increased sales activity. For 2007, \$12.5 million (NGF) and 68.5 positions. For 2008, \$17.4 million (NGF) and 19.95 additional positions.

► **Increase sponsored program positions to reflect current employment levels**

Adjusts the position level to reflect current revenues and employment in auxiliary enterprises and sponsored programs. For 2007, 178 positions.

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$289,094 (GF). For 2008, \$534,613 (GF).
- ▶ **Adjust nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$8.8 million (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$1.8 million (GF) and \$869,786 (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$840,375 (GF).
- ▶ **Increase support for operation and maintenance of new facilities**
Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For Virginia Polytechnic Institute and State University, funding is included for the Aquatic Fisheries Lab, Biology Vivarium Facility, Graduate Student Center and Surge Space Building. For 2007, \$175,420 (GF), \$767,581 (NGF), and 10.44 positions. For 2008, \$601,369 (GF) and \$1.3 million (NGF).
- ▶ **Fund faculty salary increases**
Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$1.9 million (GF) and \$2.3 million (NGF). For 2008, \$3.5 million (GF) and \$4.2 million (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Provide equipment funding for new vivarium building**
Provides funds for the cost of equipment and furnishings associated with a new vivarium building, scheduled for completion in 2007. The vivarium project was combined with the construction of a new biology building. Previously, only the construction portion of the combined project and the equipment costs for the biology building were funded. For the biennium, \$2.2 million (GF).
- ▶ **Provide supplement for the Institute for Critical Technology and Applied Science, Phase I**
Provides additional funding to address the recent market escalation of construction costs associated with the design and construction of this science and engineering research laboratory building. For the biennium, \$4.0 million (GF).
- ▶ **Provide equipment funding for construction of the fine arts center and renovation of Henderson Hall**
Adds funds for the cost of equipment and furnishings associated with a construction and renovation project that is scheduled for completion in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$3.9 million (GF).
- ▶ **Construct building construction laboratory**
Provides additional funding to address the recent market escalation of construction costs associated with the design and construction of a building that will house the undergraduate and graduate Building Construction programs. For the biennium, \$750,000 (GF).
- ▶ **Provide supplement to upgrade campus heating plant**
Adds construction funding to supplement planning funds provided by the university to upgrade the existing campus heating plant. Improvements will result in greatly increased energy efficiency and will allow the university to meet the needs of the growing campus with the existing facility. The nongeneral fund portion of the project will be funded through the issuance of 9(d) revenue bonds. Revenue from operations will support the debt service. For the biennium, \$17.2 million (GF) and \$11.5 million (NGF).
- ▶ **Renovate liberal arts building**
Provides funds for the renovation of a building to house classrooms, computer laboratories, seminar rooms and offices for the College of Liberal Arts and Human Sciences. The project will include repairs to the exterior of the building, replacement of building systems and life safety improvements. For the biennium, \$5.4 million (GF).

► **Construct Institute for Critical Technology and Applied Science, Phase II**

Provides funds for construction of the second building for the university's Institute for Critical Technology and Applied Science program. This 77,000 square foot research facility will include specialized research laboratories in the areas of bioengineering, biomaterials, bio-nanotechnology, communications technology, and sensor technology. The nongeneral fund portion of the project will be funded through the issuance of 9(d) revenue bonds. Indirect cost recoveries and private gifts will support the debt service. For the biennium, \$13.5 million (GF) and \$17.5 million (NGF).

► **Construct administrative services building**

Provides funds to construct a 48,000 square foot building to house various administrative units including portions of the Controller's Office, Risk Management, Sponsored Programs, and Parking Services. The project will be funded from 9(d) revenue bonds. Debt service will be paid from lease savings and existing operating budgets. For the biennium, \$12.0 million (NGF).

► **Construct new visitor and admissions center**

Provides funds for the construction of a new visitor and admissions center. This 18,000 square foot stand-alone building will house the Undergraduate Admissions Office and provide a central point of contact for visitors and prospective students. The project will be funded from 9(d) revenue bonds. Revenues from operations will support the debt service. For the biennium, \$5.2 million (NGF).

► **Improve residence and dining halls**

Provides funding for overall improvements to student residence halls and dining facilities as part of an ongoing, long-range strategy that addresses programmatic and facilities deficiencies. The project will be funded through the issuance of 9(c) revenue bonds. Revenues from auxiliary enterprises will support the debt service. For the biennium, \$10.0 million (NGF).

► **Construct additional recreation, counseling, and clinical space**

Provides funding for the construction of a 43,000 square foot expansion to McComas Hall to meet demand for increased student counseling and clinical services, and additional recreation and exercise space for the university community. The project will be funded from 9(d) revenue bonds. Revenues from auxiliary enterprises will support the debt service. For the biennium, \$13.0 million (NGF).

► **Construct indoor athletic training facility**

Provides funding for the construction of an indoor athletic training facility for the football program. The project will be funded from 9(d) revenue bonds. Debt service payments will be supported through private gifts. For the biennium, \$25.0 million (NGF).

► **Construct infectious disease research facility**

Provides funds for the construction of a 16,000 square foot infectious disease research facility. Construction of this facility will reduce the significant deficit of laboratory space at the university and will support substantial additions of new faculty. General fund support for this project will be matched by federal grant funds. For the biennium, \$3.1 million (GF) and \$4.0 million (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$401,527,365	\$401,527,365	3,912.24	3,912.24
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,100,391	\$13,100,391	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$2,104,625)	(\$2,104,625)	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$3,959,296	\$3,959,296	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$289,094	\$534,613	0.00	0.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$0	\$8,767,425	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$2,635,716	\$2,635,716	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$943,001	\$1,939,584	10.44	10.44
<i>Fund faculty salary increases</i>	\$4,155,191	\$7,671,121	0.00	0.00
Total for Service Area	\$424,505,429	\$438,030,886	3,922.68	3,922.68

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,398,273	\$13,398,273	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$840,375	\$840,375	0.00	0.00
Total for Service Area	\$14,238,648	\$14,238,648	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$243,876,934	\$243,876,934	1,100.80	1,100.80
<i>Increase sponsored program positions to reflect current employment levels</i>	\$0	\$0	178.00	178.00
Total for Service Area	\$243,876,934	\$243,876,934	1,278.80	1,278.80

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$150,483,250	\$150,483,250	968.60	968.60
<i>Increase support for operation and maintenance of auxiliary enterprise facilities</i>	\$1,635,732	\$1,850,351	10.20	10.20
<i>Increase nongeneral fund appropriation to reflect current levels of service for auxiliary enterprises</i>	\$12,538,374	\$17,446,439	68.50	88.45
Total for Service Area	\$164,657,356	\$169,780,040	1,047.30	1,067.25

VPI Cooperative Extension And Agricultural Experiment Station

Mission Statement

The Virginia Cooperative Extension and Agricultural Experiment Station enables individuals to improve their lives through agricultural research innovations and educational programs that use scientific knowledge focused on issues and needs.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$55,772,175	\$17,356,423	\$73,128,598	\$68,502,768	\$4,625,830	1,059.42
FY 2004	\$51,858,612	\$17,356,423	\$69,215,035	\$59,730,244	\$9,484,791	1,053.42
FY 2005	\$55,586,242	\$17,480,996	\$73,067,238	\$61,000,531	\$12,066,707	1,076.42
FY 2006	\$58,356,956	\$17,791,865	\$76,148,821	\$61,000,531	\$15,148,290	1,108.42
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$58,356,956	\$17,791,865	\$76,148,821	\$62,982,032	\$13,166,789	1,108.42
FY 2007 Addenda	\$4,212,245	\$276,189	\$4,488,434	\$3,715,525	\$772,909	0.00
FY 2007 TOTAL	\$62,569,201	\$18,068,054	\$80,637,255	\$66,697,557	\$13,939,698	1,108.42
FY 2008 Base Budget	\$58,356,956	\$17,791,865	\$76,148,821	\$62,982,032	\$13,166,789	1,108.42
FY 2008 Addenda	\$4,833,545	\$308,889	\$5,142,434	\$3,715,525	\$1,426,909	0.00
FY 2008 TOTAL	\$63,190,501	\$18,100,754	\$81,291,255	\$66,697,557	\$14,593,698	1,108.42

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.5 million (GF) and \$480,231 (NGF).

► **Annualize faculty salary costs**

Adjusts agency budget to annualize the mid-year salary increase authorized by the 2005 General Assembly for the agency. For each year, \$732,925 (GF) and \$38,575 (NGF).

► **Adjust funding for operation and maintenance of facilities**

Adjusts agency budget to correct the allocation of operation and maintenance funding provided in 2005. For each year, an increase of \$281,262 (GF) and a decrease of \$281,262 (NGF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging four percent effective November 25, 2006. These funds allow the agency to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$734,264 (GF) and \$38,645 (NGF). For 2008, \$1.4 million (GF) and \$71,345 (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$76,148,821	\$76,148,821	1,108.42	1,108.42
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,944,025	\$2,944,025	0.00	0.00
<i>Annualize faculty salary costs</i>	\$771,500	\$771,500	0.00	0.00
<i>Fund faculty salary increases</i>	\$772,909	\$1,426,909	0.00	0.00
Total for Service Area	\$80,637,255	\$81,291,255	1,108.42	1,108.42

Virginia State University

Mission Statement

Virginia State University promotes and sustains academic programs that integrate instruction, research, and extension/public service in a design most responsive to the needs and endeavors of individuals and groups within its scope of influence. The University is dedicated to the promotion of knowledgeable, perceptive, and humane citizens secure in their self-awareness, equipped for personal fulfillment, sensitive to the needs and aspirations of others, and committed to assuming productive roles in a challenging and ever-changing global society.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$28,504,098	\$48,790,751	\$77,294,849	\$41,219,935	\$36,074,914	775.06
FY 2004	\$27,637,351	\$48,398,751	\$76,036,102	\$40,248,115	\$35,787,987	752.06
FY 2005	\$29,723,681	\$57,850,263	\$87,573,944	\$41,174,943	\$46,399,001	752.06
FY 2006	\$31,257,407	\$59,564,830	\$90,822,237	\$41,174,943	\$49,647,294	752.06
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$31,257,407	\$59,564,830	\$90,822,237	\$42,900,888	\$47,921,349	752.06
FY 2007 Addenda	\$4,174,457	\$8,210,301	\$12,384,758	\$3,776,269	\$8,608,489	0.00
FY 2007 TOTAL	\$35,431,864	\$67,775,131	\$103,206,995	\$46,677,157	\$56,529,838	752.06
FY 2008 Base Budget	\$31,257,407	\$59,564,830	\$90,822,237	\$42,900,888	\$47,921,349	752.06
FY 2008 Addenda	\$4,035,927	\$9,114,773	\$13,150,700	\$3,776,269	\$9,374,431	0.00
FY 2008 TOTAL	\$35,293,334	\$68,679,603	\$103,972,937	\$46,677,157	\$57,295,780	752.06
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$18,568,000	\$40,093,000	\$58,661,000	\$0	\$58,661,000	0.00
FY 2008 Capital	\$3,669,000	\$0	\$3,669,000	\$0	\$3,669,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$613,093 (GF) and \$704,789 (NGF).
- ▶ **Remove funding for the upgrade of the campus telecommunications network**
Removes limited funding from the base budget provided during the 2004-2006 biennium for the upgrade of network cabling throughout the university. For each year, a reduction of \$374,000 (GF).
- ▶ **Annualize faculty salary costs**
Adjusts the agency budget to provide funding to support the four percent increase authorized by the 2005 General Assembly for Virginia State University. For each year, \$178,807 (GF) and \$218,542 (NGF).
- ▶ **Reflect administrative nongeneral fund increases in agency budget**
Adjusts the agency budget to reflect an increase in nongeneral fund appropriation resulting from active grants, increased funding in the license plate scholarship fund, and an increase in college work study expenditures. For each year, \$3.1 million (NGF).
- ▶ **Adjust nongeneral fund appropriation for stadium and student housing debt service payments**
Allows for the payment of debt service administrative fees and annual debt service payments associated with the renovations of the stadium and annual debt service payments for heating and cooling repairs in student housing. For each year, \$324,697 (NGF).
- ▶ **Adjust nongeneral fund appropriation to award additional scholarships to deserving students**
Reflects an increase in scholarships awarded to in-state and out-of-state undergraduates and graduates. For each year, \$190,000 (NGF).
- ▶ **Adjust nongeneral fund appropriation to reflect additional sponsored program funding**
Increases the nongeneral fund appropriation expected from the continued participation with the federal government in areas of research and public service. For each year, \$2.0 million (NGF).
- ▶ **Restore funding for the upgrading of the campus telecommunications network**
Restores funding in 2007 that was removed from the base budget to permit the university to complete its network cabling upgrade efforts. For 2007, \$374,000 (GF).
- ▶ **Provide additional support for the implementation of the new campus administrative system**
Provides funds to complete the installation of the university's new administrative computer system. For each year, \$99,536 (GF) and \$120,190 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$127,062 (GF). For 2008, \$192,844 (GF).
- ▶ **Adjust nongeneral fund appropriation for educational and general programs**
Adjusts the nongeneral fund appropriation to reflect anticipated tuition and fee revenues. For 2008, \$699,612 (NGF).
- ▶ **Fund growth in enrollment and degree completions**
Provides funding to recognize the increasing number of in-state students at Virginia's public colleges and universities and to support progress toward meeting the goal of awarding 10,000 additional degrees by 2010. For each year, \$2.5 million (GF) and \$1.2 million (NGF).
- ▶ **Increase undergraduate student financial assistance**
Increases funding for need-based financial aid for in-state undergraduate students. For each year, \$373,817 (GF).
- ▶ **Increase support for operation and maintenance of new facilities**
Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For Virginia State University, funding is included for the new Engineering and Technology Building. For 2007, \$95,606 (GF) and \$115,423 (NGF). For 2008, \$104,298 (GF) and \$125,916 (NGF).
- ▶ **Fund faculty salary increases**
Provides funds for faculty salary increases averaging 3.5 percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$190,268 (GF) and \$229,707 (NGF). For 2008, \$351,264 (GF) and \$424,074 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Increase nongeneral fund appropriation for maintenance reserve projects**

Provides additional nongeneral fund authority to expend those funds collected for maintenance reserve through the comprehensive fee charged to students. For the biennium, \$2.2 million (NGF).
- ▶ **Construct student village 240 bed residence hall**

Provides supplemental funding for recent construction price escalations. The project provides funds to construct a new dormitory facility to address unanticipated increase in student enrollment at the university. The project will be funded from the issuance of 9(c) revenue bonds. For the biennium, \$3.6 million (NGF).
- ▶ **Fund Gandy Hall equipment**

Adds funds for the cost of equipment and furnishings for the renovation of Gandy Hall that is scheduled to be completed in 2007. Previously, only the construction portion of this project was funded. For the biennium, \$689,000 (GF).
- ▶ **Renovate heating plant**

Provides funds to renovate the university's heating plant to provide heat and hot water to campus facilities. The renovations for this facility include major repairs, retooling of the boilers and interior repairs, as well as upgrades to the facility to meet building, fire safety, and accessibility codes. For the biennium, \$4.8 million (GF).
- ▶ **Renovate Singleton Hall**

Provides funding to renovate Singleton Hall, location of the university's business school, to bring the facility into building code compliance. The building's current poor conditions have not provided effective and efficient facilities to adequately meet the program's current requirements. For the biennium, \$8.0 million (GF).
- ▶ **Construct residence halls**

Authorizes the university to construct the Howard Quad student resident suites. The complex will include a single three-story building of 60 to 70 four-person, single and double bed suites, residence life offices and living spaces, and shared building recreation and support spaces. The project will be funded from the issuance of 9(c) revenue bonds. For the biennium, \$17.5 million (NGF).
- ▶ **Renovate Howard Hall**

Provides funds for the renovation of Howard Hall, a campus residence hall. The building requires upgrades to electrical and lighting systems, and repairs and upgrades to general infrastructure to provide handicap accessibility, fire safety, and security. The project will be funded from the issuance of 9(c) revenue bonds. For the biennium, \$7.6 million (NGF).
- ▶ **Construct new dining hall**

Provides funds to construct a new freestanding dining facility in the proximity of the Student Village and Gateway Apartments complex. The university currently has one dining hall. The new facility will be constructed to provide dining facilities for its patrons and meeting spaces for special events. The project will be funded from the issuance of 9(c) revenue bonds. For the biennium, \$4.5 million (NGF).
- ▶ **Construct Demonstration Pavilion Annex**

Provides funds to construct a new structure that will provide support facilities to enhance the ongoing mission of the existing Demonstration Pavilion at the university's Randolph Farm. The new building will provide additional conference spaces, offices, and computer laboratories to continue the outreach and in-service educational programs that are essential in meeting the university's land grant mission requirements. The project will be funded through federal grants. For the biennium, \$1.2 million (NGF).
- ▶ **Renovate Lindsay-Montague Hall**

Authorizes the university to renovate Lindsay-Montague Hall to serve as a center for historic study and display of African-American history. Renovations of the existing facility include climate control and window upgrades to provide an adequate environment to house the university archives and other library and administrative functions. The project will be funded through federal grants. For the biennium, \$2.5 million (NGF).
- ▶ **Acquire Ettrick property extension**

Authorizes the purchase of property that is strategically important to the university's expansion. This project will be funded through auxiliary revenues. For the biennium, \$1.0 million (NGF).
- ▶ **Renovate Hunter McDaniel Hall**

Provides funds for the planning associated with the renovation of Hunter McDaniel Hall to reconfigure space and update the building infrastructure to meet the needs of the various science departments and the nursing program. For the biennium, \$750,000 (GF).

► **Improve handicapped access**

Provides funds to complete improvements in eight buildings and sidewalks on campus to meet compliance with the Americans with Disabilities Act. For the biennium, \$716,000 (GF).

► **Provide funding for maintenance reserve**

Provides funding to address deferred maintenance throughout the campus. For the biennium, \$7.3 million (GF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$50,667,711	\$50,667,711	577.43	577.43
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,317,882	\$1,317,882	0.00	0.00
<i>Remove funding for the upgrade of the campus telecommunications network</i>	(\$374,000)	(\$374,000)	0.00	0.00
<i>Annualize faculty salary costs</i>	\$397,349	\$397,349	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$61,038	\$61,038	0.00	0.00
<i>Restore funding for the upgrading of the campus telecommunications network</i>	\$374,000	\$0	0.00	0.00
<i>Provide additional support for the implementation of the new campus administrative system</i>	\$219,726	\$219,726	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$127,062	\$192,844	0.00	0.00
<i>Adjust nongeneral fund appropriation for educational and general programs</i>	\$0	\$699,612	0.00	0.00
<i>Fund growth in enrollment and degree completions</i>	\$3,725,773	\$3,725,773	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$211,029	\$230,214	0.00	0.00
<i>Fund faculty salary increases</i>	\$419,975	\$775,338	0.00	0.00
Total for Service Area	\$57,147,545	\$57,913,487	577.43	577.43

Higher Education Student Financial Assistance

This service ensures that students are able to attend college, regardless of their families' financial circumstances. For institutions of higher education with graduate programs, a goal of student financial assistance is to attract the best students.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,506,907	\$3,506,907	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$16,410	\$16,410	0.00	0.00
<i>Adjust nongeneral fund appropriation to award additional scholarships to deserving students</i>	\$190,000	\$190,000	0.00	0.00
<i>Increase undergraduate student financial assistance</i>	\$373,817	\$373,817	0.00	0.00
Total for Service Area	\$4,087,134	\$4,087,134	0.00	0.00

Financial Assistance For Educational And General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,554,447	\$13,554,447	64.94	64.94
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$3,000,000	\$3,000,000	0.00	0.00
<i>Adjust nongeneral fund appropriation to reflect additional sponsored program funding</i>	\$2,000,000	\$2,000,000	0.00	0.00
Total for Service Area	\$18,554,447	\$18,554,447	64.94	64.94

Higher Education Auxiliary Enterprises

This service provides goods, facilities, and services to students, faculty, staff, and other users for a fee that supports operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$23,093,172	\$23,093,172	109.69	109.69
<i>Adjust nongeneral fund appropriation for stadium and student housing debt service payments</i>	\$324,697	\$324,697	0.00	0.00
Total for Service Area	\$23,417,869	\$23,417,869	109.69	109.69

VSU Cooperative Extension and Agricultural Research Services

Mission Statement

The Cooperative Extension and Agricultural Research Services enables individuals to improve their lives through agricultural research innovations and educational programs that use scientific knowledge focused on issues and needs.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,695,475	\$3,483,223	\$6,178,698	\$4,286,921	\$1,891,777	75.75
FY 2004	\$2,895,475	\$3,483,223	\$6,378,698	\$4,323,985	\$2,054,713	77.75
FY 2005	\$3,390,285	\$3,905,431	\$7,295,716	\$4,341,836	\$2,953,880	83.75
FY 2006	\$4,143,322	\$4,020,832	\$8,164,154	\$4,341,836	\$3,822,318	83.75
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$4,143,322	\$4,020,832	\$8,164,154	\$5,329,749	\$2,834,405	83.75
FY 2007 Addenda	\$312,673	\$28,714	\$341,387	\$236,774	\$104,613	0.00
FY 2007 TOTAL	\$4,455,995	\$4,049,546	\$8,505,541	\$5,566,523	\$2,939,018	83.75
FY 2008 Base Budget	\$4,143,322	\$4,020,832	\$8,164,154	\$5,329,749	\$2,834,405	83.75
FY 2008 Addenda	\$343,458	\$30,334	\$373,792	\$236,774	\$137,018	0.00
FY 2008 TOTAL	\$4,486,780	\$4,051,166	\$8,537,946	\$5,566,523	\$2,971,423	83.75

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$176,361 (GF) and \$21,539 (NGF).

► **Annualize faculty salary costs**

Adjusts agency budget to provide funding to support the four percent increase authorized by the 2005 General Assembly for the Virginia State University Cooperative Extension. For each year, \$36,930 (GF) and \$1,944 (NGF).

► **Provide funds to address increased operating costs**

Provides funding to offset the increased costs of operations associated with the university's Randolph Farm. Federal funds will support the nongeneral fund portion of this increase. For each year, \$63,000 (GF) and \$3,316 (NGF).

► **Fund faculty salary increases**

Provides funds for faculty salary increases averaging 3.5 percent effective November 25, 2006. These funds allow the university to make progress toward bringing average salaries for teaching and research faculty to the 60th percentile of peer institutions. Also provides funds for a three percent increase for administrative faculty, graduate teaching assistants, and part-time faculty. For 2007, \$36,382 (GF) and \$1,915 (NGF). For 2008, \$67,167 (GF) and \$3,535 (NGF).

Agency Service Areas:

Educational and General Programs

This service provides support for the institutions' continued successful operation through: instruction and faculty interaction that prepares graduates for life's challenges; research that advances knowledge, strengthens instruction, and contributes to Virginia's economic development; community services; academic support services such as libraries, media and technology support, computing services, and faculty development; extracurricular activities, employment, and supportive services and facilities that benefit students; operational support to ensure efficient and effective day-to-day functioning; and efforts that ensure a safe, accessible, and well-maintained teaching and learning environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,164,154	\$8,164,154	83.75	83.75
<i>Transfer centrally funded amounts to agency budgets</i>	\$197,900	\$197,900	0.00	0.00
<i>Annualize faculty salary costs</i>	\$38,874	\$38,874	0.00	0.00
<i>Provide funds to address increased operating costs</i>	\$66,316	\$66,316	0.00	0.00
<i>Fund faculty salary increases</i>	\$38,297	\$70,702	0.00	0.00
Total for Service Area	\$8,505,541	\$8,537,946	83.75	83.75

Frontier Culture Museum Of Virginia

Mission Statement

The mission of the Frontier Culture Museum is to increase public knowledge of the formation of a distinctive American folk culture from a synthesis of European, African, and indigenous peoples. The museum uses historic structures, artifacts, and living history interpretation to represent how immigrants to America lived in their homelands, crossed the Atlantic, and traveled from coastal port in to the Shenandoah Valley. These travelers built farms along the early Western Frontier where they and their descendents formed a new American culture.

Agency Goals:

- Earn accreditation by the American Association of Museums.
- Improve and expand educational and interpretative programs.
- Increase visitation.
- Increase revenue.
- Be the best managed museum in the Commonwealth.
- Expand outdoor exhibitions.

Customers Served:

- General public
- Teachers and students of the Commonwealth's Schools
- Agency Board of Trustees, management and staff

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$1,393,305	\$642,696	\$2,036,001	\$1,794,327	\$241,674	41.50
FY 2004	\$1,185,266	\$642,696	\$1,827,962	\$1,496,668	\$331,294	37.50
FY 2005	\$1,243,524	\$668,918	\$1,912,442	\$1,551,145	\$361,297	37.50
FY 2006	\$1,342,800	\$668,918	\$2,011,718	\$1,650,393	\$361,325	40.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,342,800	\$668,918	\$2,011,718	\$1,579,443	\$432,275	40.50
FY 2007 Addenda	\$353,396	(\$250,338)	\$103,058	(\$153,280)	\$256,338	0.00
FY 2007 TOTAL	\$1,696,196	\$418,580	\$2,114,776	\$1,426,163	\$688,613	40.50
FY 2008 Base Budget	\$1,342,800	\$668,918	\$2,011,718	\$1,579,443	\$432,275	40.50
FY 2008 Addenda	\$271,586	(\$250,338)	\$21,248	(\$153,280)	\$174,528	0.00
FY 2008 TOTAL	\$1,614,386	\$418,580	\$2,032,966	\$1,426,163	\$606,803	40.50
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$1,942,000	\$40,000	\$1,982,000	\$0	\$1,982,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Transfers amounts from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$97,058 (GF) and \$26,410 (NGF).
- ▶ **Reduce nongeneral fund appropriation to reflect revenue estimate**
Reduces nongeneral fund appropriation to reflect actual revenue collections from ticket sales. For each year, a reduction of \$276,748 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$20,635 (GF). For 2008, \$22,389 (GF).
- ▶ **Provide one-time funding to purchase equipment**
Provides funds to purchase a backhoe for museum use. The current equipment has exceeded its useful life and has become too costly to repair. For 2007, \$70,000 (GF).
- ▶ **Increase support for operational and support services**
Provides funding to address increased costs of security and technology services and also includes additional support for marketing and costuming at the museum. For 2007, \$165,703 (GF). For 2008, \$152,139 (GF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Construct and restore maintenance building**
Provides additional funding to address the recent market escalation of construction costs associated with the renovation of the maintenance building at the museum. For the biennium, \$306,000 (GF).
- ▶ **Improve museum farm sites**
Provides funds to complete infrastructure improvements at the museum. The funds will be used for road construction and the installation of basic utilities in preparation for the future expansion of the museum. For the biennium, \$484,000 (GF).

► **Upgrade 18th Century Bowman House**

Provides funds to add utilities and handicap accessibility to the structure to meet ADA and occupancy requirements. For the biennium, \$300,000 (GF) and \$40,000 (NGF).

► **Relocate American Farm**

Provides funds to relocate the American Farm to another site on the property to make room for the construction of the West African Farm in the Old World section of the museum. For the biennium, \$426,000 (GF).

► **Construct West African Farm**

Provides funds to construct a West African Farm in the Old World section of the museum. The addition of this farm will allow the museum to expand its educational and interpretive programs and represent the traditional, rural culture of West Africa in the same manner it represents the European culture farmsites. For the biennium, \$426,000 (GF).

Agency Service Areas:

Collections Management and Curatorial Services

This service area provides collections management and curatorial services to the FCM. The FCM's collections include the artifact and reproduction collections (original and reproduced furnishings, tools, and implements), the library and archives, and the FCM's historic buildings collection. As an outdoor, living-history museum, the FCM uses its reproduction and historic buildings collections on a daily basis to support its educational and public programs. The basic services performed in this service area include:

- research to identify objects and buildings that support the FCM's mission;
- research, preparation and installation of exhibitions;
- preparation of reports and recommendations for the FCM Board of Trustees in support of the acquisition of artifacts and buildings;
- the care and maintenance of the FCM's inventory of objects and buildings;
- maintenance of records concerning the location and condition of the FCM's object and building collections;
- assistance to the FCM management in developing policies and procedures for the acquisition, care and maintenance of objects and buildings;
- developing training programs for educational staff in the use and care of objects and buildings in daily operations;
- supervision of staff and volunteers engaged in the collections management and curatorial services, and in the restoration, care, and maintenance of the agency's historic buildings

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$137,807	\$137,807	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$18,482	\$18,482	0.00	0.00
Total for Service Area	\$156,289	\$156,289	4.00	4.00

Objective: Improve collections management practices

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Inventory current artifact and reproduction collections	Due to past acquisition policies and practices a high proportion of the items in the FCM's artifact and reproduction collections do not support its mission and occupy space in its limited storage facilities.	By end of FY2007, 100% of artifacts and reproductions owned by the FCM directly support its mission.
Photograph and catalog all artifacts and reproductions owned by the agency and acquired in the future	At present, roughly 90% of artifacts and 50% of reproductions are cataloged in database.	By end of FY2007, 100% of agency artifact and reproduction collections are cataloged and accessible in the on-line database.

Education and Extension Services

This service area is directly responsible for delivering the FCM's educational and interpretative programs to its visitors. It is the service area that has the most frequent direct contact with the agency's customers, and the one directly responsible for advancing the agency mission:

- research and development of educational and interpretative programs that support the FCM mission, and the Virginia Standards of Learning;
- daily staffing of the FCM's five outdoor exhibition sites;
- daily delivery of the FCM's educational and interpretative programs to visitors and school groups;
- daily demonstrations of traditional crafts and life-ways;
- daily management and care of gardens and fields connected to each of the outdoor exhibitions;
- daily management and care of the FCM's collection of rare and minor breeds of livestock and poultry;
- research, creation and care of period costumes worn daily by front-line, on-site service area staff;
- delivery of educational programs to students and teachers visiting FCM on school field-trips;
- scheduling and planning school field trip programs;
- developing and maintaining contacts with teachers and school administrators;
- educating and training staff and volunteers responsible for delivering the FCM's educational and public programs;

The FCM is open to the public 7 days a week from 9:00AM to 5:00PM, 362 days a year. The FCM receives school field trips daily from mid-March to mid-June, and from mid-September to mid-December.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$724,152	\$724,152	19.50	19.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$25,901	\$25,901	0.00	0.00
Total for Service Area	\$750,053	\$750,053	19.50	19.50

Objective: Staff and interpret Bowman House exhibition

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Conduct Bowman House educational and interpretative programs for public and school field-trips	Bowman House educational and interpretative programs not currently conducted.	Submit program assessments to FCM management monthly.

Objective: Staff and interpret Early Settlement exhibition

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Conduct Early Settlement exhibition educational and interpretative programs for public and school field-trips	Early Settlement exhibition educational and interpretative programs not currently conducted.	Submit program assessments to FCM management monthly.

Operational and Support Services

This service area provides a range of managerial and administrative support services to the FCM, and is responsible for the agency's compliance with the laws and policies of the Commonwealth governing the behavior and activities of its agencies. This service areas responsibilities include:

- implementation of Board of Trustees policies and directives relations
- overall agency leadership and management
- daily management and supervision of Education and Extension Services and Collection Management and Curatorial Services service area staff
- general historical research in support of FCM mission, goals and objectives
- strategic and master site planning
- human resources management
- operational and capital budget planning and administration
- fiscal operations
- procurement and supply
- agency asset management
- IT planning and management
- Help desk services
- contract administration
- real property management
- capital outlay management
- logistics
- facilities management
- equipment maintenance
- maintenance of modern buildings and general grounds
- site safety and security
- disaster preparedness and emergency response
- visitor services
- marketing and public relations

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,149,759	\$1,149,759	17.00	17.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$79,085	\$79,085	0.00	0.00
<i>Reduce nongeneral fund appropriation to reflect revenue estimate</i>	(\$276,748)	(\$276,748)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$20,635	\$22,389	0.00	0.00
<i>Provide one-time funding to purchase equipment</i>	\$70,000	\$0	0.00	0.00
<i>Increase support for operational and support services</i>	\$165,703	\$152,139	0.00	0.00
Total for Service Area	\$1,208,434	\$1,126,624	17.00	17.00

Gunston Hall

Mission Statement

Gunston Hall preserves, interprets, and promotes this 18th-century historic site in order to educate the public about the international significance of its owner, George Mason, for his unique contribution to the universal cause of human rights.

Agency Goals:

- Preserve the historic site.
- Educate the public about George Mason and life in 18th-century Virginia.
- Provide administrative support necessary to maintain the structures and accommodate visitation.

Customers Served:

- Walk-in Visitors (adults and children)
- Local and National School Students -- off site
- Local and National School Students -- on site
- Special Event Attendees (events, seminars, classes, etc.)
- Researchers -- on site
- Researchers -- off site
- Pre-scheduled tours

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$562,836	\$271,205	\$834,041	\$627,930	\$206,111	11.00
FY 2004	\$507,336	\$334,648	\$841,984	\$614,500	\$227,484	11.00
FY 2005	\$525,623	\$337,638	\$863,261	\$590,738	\$272,523	11.00
FY 2006	\$525,941	\$337,638	\$863,579	\$590,738	\$272,841	11.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$525,941	\$337,638	\$863,579	\$668,635	\$194,944	11.00
FY 2007 Addenda	\$110,497	\$11,951	\$122,448	\$29,819	\$92,629	0.00
FY 2007 TOTAL	\$636,438	\$349,589	\$986,027	\$698,454	\$287,573	11.00
FY 2008 Base Budget	\$525,941	\$337,638	\$863,579	\$668,635	\$194,944	11.00
FY 2008 Addenda	\$114,644	\$11,951	\$126,595	\$29,819	\$96,776	0.00
FY 2008 TOTAL	\$640,585	\$349,589	\$990,174	\$698,454	\$291,720	11.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$79,000	\$0	\$79,000	\$0	\$79,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**

A base budget adjustment to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$17,868 (GF) and \$11,951 (NGF).

- ▶ **Adjust fund split for positions**

Adjusts the allocation of positions to reflect the agency's current funding. (Net zero adjustment.)

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$13,641 (GF). For 2008, \$17,788 (GF).

- ▶ **Strengthen collections management and curatorial services**

Provides funds to offset unanticipated increases in operational costs and strengthen museum programs. For each year, \$49,780 (GF).

- ▶ **Increase support for operation and maintenance of new facilities**

Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For Gunston Hall, funding is included for the Ann Mason building addition. For each year, \$29,208 (GF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Provide supplement for additions to Ann Mason Building**

Provides additional funding to address the recent market escalation of construction costs. For the biennium, \$79,000 (GF).

Agency Service Areas:

Collections Management and Curatorial Services

To preserve and maintain the historic home of George Mason, an important example of American domestic architecture, the collection of fine and decorative arts which illustrate his life, and the 550-acre parcel of his original colonial plantation. The presentation of the

site enables us to demonstrate to the public what life was like in 18th-century Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$124,698	\$124,698	1.00	1.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,767	\$1,767	0.00	0.00
<i>Strengthen collections management and curatorial services</i>	\$49,780	\$49,780	0.00	0.00
Total for Service Area	\$176,245	\$176,245	1.00	1.00

Objective: To provide public access in order to educate the public about George Mason and 18th-century life in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Annual visitation in thousands	28.9 in 2004	50.6 in 2008

Education and Extension Services

To educate the visiting public about Gunston Hall and George Mason through the use of guided tours, lectures, seminars and written documentation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$174,122	\$174,122	1.00	1.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$4,527	\$4,527	0.00	0.00
Total for Service Area	\$178,649	\$178,649	1.00	1.00

Objective: Educate the public about the importance of George Mason and his contributions to the American form of government.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customer satisfaction based on survey with a scale of 1 to 4	3.9 in 2005	4.0 in 2008

Operational and Support Services

To provide administrative support and maintenance of all facilities and grounds of Gunston Hall.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$564,759	\$564,759	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,525	\$23,525	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$13,641	\$17,788	0.00	0.00
<i>Increase support for operation and maintenance of new facilities</i>	\$29,208	\$29,208	0.00	0.00
Total for Service Area	\$631,133	\$635,280	9.00	9.00

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	80%	100%

Jamestown-Yorktown Foundation

Mission Statement

Jamestown-Yorktown Foundation's mission is to educate and to promote understanding and awareness of Virginia's role in the creation of the United States of America. The Foundation, accredited by the American Association of Museums, is an educational institution of the Commonwealth of Virginia and administers two living-history museums. Jamestown Settlement interprets the cultures of 17th-century colonial Jamestown, America's first permanent English settlement, and the Powhatan Indians. The Yorktown Victory Center interprets the impact of the American Revolution on the people of America and the development of the new nation.

Agency Goals:

- EDUCATION GOAL: Present and interpret the collections and interpretive scope through educational programs, exhibits, publications and innovative communications.
- COLLECTIONS GOAL: Work with private affiliates to collect and preserve objects and other materials relating to the interpretive scope and mission of JYF.
- ECONOMIC DEVELOPMENT GOAL: Promote tourism development and quality of life in the region and Commonwealth in a manner consistent with preserving the historic nature and integrity of the Jamestown-Yorktown-Williamsburg area and the Commonwealth.
- FACILITIES GOAL: Develop and maintain JYF buildings and grounds.
- MANAGEMENT AND GOVERNANCE GOAL: Ensure that all operations and programs are consistent with JYF's mission and comply with Board policies, government regulations, and professional museum standards.
- MARKETING GOAL: Maximize public awareness of and interest in JYF's mission, living-history programs, educational opportunities and other programs and services, leading to increased paid attendance and earned income.
- FUNDING GOAL: Ensure financial stability for operating, capital, maintenance and program expenses in support of JYF's mission and maximize support from the JYF's private affiliates.

Customers Served:

- Virginia public school divisions
- General public visitors
- Private and corporate donors

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$5,433,933	\$5,421,667	\$10,855,600	\$8,293,345	\$2,562,255	157.00
FY 2004	\$5,039,329	\$5,456,975	\$10,496,304	\$7,467,451	\$3,028,853	158.00
FY 2005	\$6,588,923	\$5,831,026	\$12,419,949	\$8,650,857	\$3,769,092	175.00
FY 2006	\$8,876,696	\$6,305,526	\$15,182,222	\$9,006,357	\$6,175,865	211.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$8,876,696	\$6,305,526	\$15,182,222	\$9,481,522	\$5,700,700	211.00
FY 2007 Addenda	\$1,125,599	\$1,043,412	\$2,169,011	\$597,565	\$1,571,446	0.00
FY 2007 TOTAL	\$10,002,295	\$7,348,938	\$17,351,233	\$10,079,087	\$7,272,146	211.00
FY 2008 Base Budget	\$8,876,696	\$6,305,526	\$15,182,222	\$9,481,522	\$5,700,700	211.00
FY 2008 Addenda	\$726,208	\$1,545,868	\$2,272,076	\$597,565	\$1,674,511	0.00
FY 2008 TOTAL	\$9,602,904	\$7,851,394	\$17,454,298	\$10,079,087	\$7,375,211	211.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$221,000	\$433,000	\$654,000	\$0	\$654,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$357,004 (GF) and \$240,561 (NGF).

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$118,039 (GF). For 2008, \$125,105 (GF).

- ▶ **Ensure product readiness**

Provides funds to ensure Jamestown-Yorktown Foundation is prepared for the increase in the number of visitors for the Jamestown 2007 commemoration. For 2007, \$650,556 (GF) and \$576,621 (NGF). For 2008, \$244,099 (GF) and \$936,788 (NGF).

- ▶ **Increase management readiness**

Provides funding for costs associated with one-time special events and functions connected with the Jamestown 2007 commemoration. For 2007, \$226,230 (NGF). For 2008, \$368,519 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Construct Jamestown Commemorative Plaza**

Provides funding for the completion of the Jamestown Commemorative Plaza in preparation for the Jamestown 2007 Commemoration. The completion of this project will provide bronze flagpoles, granite benches, a water feature and other architectural highlights. For the biennium, \$433,000 (NGF).

- ▶ **Construct sewer pump station**

Provides supplemental funding for recent construction price escalations. This project provides funds to improve the Jamestown settlement sewer station. When completed, this project will increase pumping capacity from the current 150 gallons per minute to 290 gallons per minute in order to meet anticipated wastewater demand during 2007 and beyond. For the biennium, \$221,000 (GF).

Agency Service Areas:

Collections Management and Curatorial Services

This service area acquires and cares for 17th-century and 18th-century artifacts that provide museum visitors with an understanding of life during these centuries and serve to illustrate the historical themes in the JYF museum galleries.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$677,904	\$677,904	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$40,258	\$40,258	0.00	0.00
Total for Service Area	\$718,162	\$718,162	10.00	10.00

Objective: Manage and care for the collections, and for borrowed artifacts for "The World of 1607" special commemorative exhibition, according to collections policy guidelines, AAM standards and artifact loan agreements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of artifacts in the JYF collection damaged or lost while in JYF custody.	Zero in FY2005.	Zero occurrences of lost or damaged artifacts.

Education and Extension Services

Education and Extension Services includes six areas:

- 1) The visitor services department provides ticket sales and customer service to visitors at two museums.
- 2) The interpretative services department provides costumed historical interpretation for visitors at two museums, as well as the production of reproduction historical costumes for interpretive staff to wear.
- 3) On-site education provides guided tours and hands-on educational classroom programs to school groups visiting the museums, as well as summer children's programs.
- 4) The maritime services department provides the maintenance for three replica ships (Discovery, Godspeed, and Susan Constant) and oversees the sailing of the ships for educational outreach programs.
- 5) Exhibit services designs and fabricates exhibit displays for the museum galleries and outdoor interpretive areas.
- 6) Outreach education and special services which includes five areas: outreach education, group reservations, volunteer services, customer research, training and development.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,954,257	\$4,954,257	108.00	108.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$274,699	\$274,699	0.00	0.00
<i>Ensure product readiness</i>	\$1,227,177	\$1,180,887	0.00	0.00
Total for Service Area	\$6,456,133	\$6,409,843	108.00	108.00

Objective: Extend outreach education programs to serve 142,000 students in 125 Virginia school districts each year of the 2006-2008 biennium.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Outreach education programs	99,878 students in 117 districts served in FY2005.	142,000 students in 132 Virginia school districts.

Operational and Support Services

Operational and Support Services includes the following areas: Finance, Human Resources, Safety and Security, Marketing and Retail Operations, Development, Facilities and Maintenance and the Deputy Executive and Executive offices.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,550,061	\$9,550,061	93.00	93.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$282,608	\$282,608	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$118,039	\$125,105	0.00	0.00
<i>Increase management readiness</i>	\$226,230	\$368,519	0.00	0.00
Total for Service Area	\$10,176,938	\$10,326,293	93.00	93.00

Objective: Increase admissions revenues by 15% in both FY2007 and 28% in FY2008 over FY2005 collections.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Admissions revenues	FY2005 admissions revenue of \$4,070,812.	15% increase over the baseline in FY2007 and 28% over baseline in FY2008.

Objective: The number of donors making cash or in-kind donations will increase by 10% over the prior fiscal year.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Donors	FY2006	10%

Jamestown 2007

Mission Statement

Jamestown 2007 mission is to plan and produce events to commemorate the 400th anniversary of the founding of Jamestown, the first permanent English settlement in the Americas.

Agency Goals:

- Promote an increase in tourism to Virginia communities.
- Stimulate economic development opportunities for participating Virginia 2007 communities.
- Produce programs and events that educate Americans and others of the significance of the Jamestown legacies.

Customers Served:

- The national and international observers and celebrants of the 400th Anniversary Commemoration of the first permanent English settlement at Jamestown.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$424,439	\$5,023,565	\$5,448,004	\$350,233	\$5,097,771	5.00
FY 2004	\$424,439	\$5,023,565	\$5,448,004	\$350,233	\$5,097,771	5.00
FY 2005	\$241,460	\$5,023,565	\$5,265,025	\$1,858,848	\$3,406,177	24.00
FY 2006	\$241,460	\$6,280,565	\$6,522,025	\$1,977,834	\$4,544,191	27.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$241,460	\$6,280,565	\$6,522,025	\$1,169,973	\$5,352,052	27.00
FY 2007 Addenda	\$465,818	\$46,676	\$512,494	\$62,012	\$450,482	0.00
FY 2007 TOTAL	\$707,278	\$6,327,241	\$7,034,519	\$1,231,985	\$5,802,534	27.00
FY 2008 Base Budget	\$241,460	\$6,280,565	\$6,522,025	\$1,169,973	\$5,352,052	27.00
FY 2008 Addenda	\$15,336	\$46,676	\$62,012	\$62,012	\$0	0.00
FY 2008 TOTAL	\$256,796	\$6,327,241	\$6,584,037	\$1,231,985	\$5,352,052	27.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$15,336 (GF) and \$46,676 (NGF).

► **Provide funds for public safety**

Provides funds for security, fire and emergency medical services for Jamestown 2007 commemorative events. For 2007, \$450,482 (GF).

Agency Service Areas:

Commemorative Attraction Management

To provide the organizational resources and effectiveness necessary to plan, coordinate and execute the signature events of the 400th anniversary of the first permanent English settlement at Jamestown.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,522,025	\$6,522,025	27.00	27.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$62,012	\$62,012	0.00	0.00
<i>Provide funds for public safety</i>	\$450,482	\$0	0.00	0.00
Total for Service Area	\$7,034,519	\$6,584,037	27.00	27.00

Objective: Produce six major events and 10 cultural/educational initiatives (including the JYF World of 1607 special exhibit) that will attract national attention to the Jamestown Commemoration between May 2006 and September 2007.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Commemorative Events	The event schedule and its individual budgets.	Events occur as scheduled and within budget.

The Library Of Virginia

Mission Statement

The Library of Virginia preserves the legacy of Virginia's culture and history and provides access to the most comprehensive information resources for and about Virginia.

Agency Goals:

- Collections: Increase significantly by acquisition, conservation-preservation, and open access the most comprehensive library and manuscript collections documenting the Commonwealth's past, present, and future.
- Public Records: Manage and preserve Virginia's public records through services that promote the most effective management of information essential to the Commonwealth's governance, history, and culture.
- Technology: Use appropriate technology and high technical standards to safeguard and provide access to Virginia's historical collections and information resources.
- Consulting: Offer guidance and support to Virginia's libraries, state officials and agencies, and local governments to foster quality library service across the Commonwealth.
- Outreach and Education: Offer stimulating educational programs to diverse audiences to increase public appreciation and understanding of Virginia's unique history, literature, and culture.
- Stewardship: Manage the Library's human, financial, and physical resources in keeping with recognized best practices and standards.

Customers Served:

- Libraries, including public, academic, special, K-12 school, and state document depository libraries, and library staff, directors, boards, foundations and friends groups
- Public officials including state and local government officials, state and local records officers, state agencies, boards and commissions, regional authorities, clerks of court and legislative personnel
- The public, including library patrons and researchers, exhibition visitors, lecture, program and special event attendees, web site users, public library card holders, students and teachers, and Virginia Shop customers
- Organizations including museums, historical societies and cultural institutions and professional associations

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$29,191,172	\$6,359,042	\$35,550,214	\$11,540,908	\$24,009,306	192.00
FY 2004	\$27,700,269	\$6,401,542	\$34,101,811	\$9,398,225	\$24,703,586	192.00
FY 2005	\$28,030,720	\$7,700,797	\$35,731,517	\$10,370,491	\$25,361,026	195.00
FY 2006	\$28,350,424	\$7,649,216	\$35,999,640	\$10,498,910	\$25,500,730	194.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$28,350,424	\$7,649,216	\$35,999,640	\$9,972,336	\$26,027,304	194.00
FY 2007 Addenda	\$2,015,267	\$2,257,273	\$4,272,540	\$935,069	\$3,337,471	10.00
FY 2007 TOTAL	\$30,365,691	\$9,906,489	\$40,272,180	\$10,907,405	\$29,364,775	204.00
FY 2008 Base Budget	\$28,350,424	\$7,649,216	\$35,999,640	\$9,972,336	\$26,027,304	194.00
FY 2008 Addenda	\$1,777,093	\$2,307,273	\$4,084,366	\$947,057	\$3,137,309	10.00
FY 2008 TOTAL	\$30,127,517	\$9,956,489	\$40,084,006	\$10,919,393	\$29,164,613	204.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$615,802 (GF) and \$201,778 (NGF).

► **Increase federal fund appropriation**

Adjusts agency budget to increase the nongeneral fund appropriation to reflect the current level of federal funding. For each year, \$905,495 (NGF).

► **Adjust position level**

Adjusts agency budget to add three federally funded positions and change one position from federal to general fund to reflect current staffing and funding levels. For 2007, three positions.

► **Increase nongeneral fund appropriation and positions**

Adjusts the nongeneral fund appropriation to reflect anticipated increases in circuit court records program and library shop activity. Also adds positions that will be supported by the circuit court records program and federal grants. For 2007, \$1.2 million (NGF) and seven positions. For 2008, \$1.2 million (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$364,047 (GF). For 2008, \$339,198 (GF).

► **Expand collection, conservation and preservation of rare collections**

Increases funds for the collection, conservation and preservation of important historical and reference documents. For each year, \$215,955 (GF).

► **Improve electronic and digital record management**

Provides funds for equipment, software support and operations to address the growing need for electronic and digital record management. Such records comprise a rapidly increasing share of the library's collections. For 2007, \$434,425 (GF). For 2008, \$221,100 (GF).

► **Increase state aid to public libraries**

Increases support for local public libraries to keep pace with population growth. For each year, \$385,038 (GF).

Agency Service Areas:

Management of Public Records

Under the Virginia Public Records Act, the Library of Virginia has the responsibility for managing the records generated by all agencies and branches of state and local government. The Library consults with a network of more than 1,800 records officers across the state to develop retention schedules for agency documents; trains agency records officers in records management principles, practices, legislative requirements, disaster planning, and business recovery; operates a State Records Center that offers secure, low-cost storage for inactive records and security microfilm; provides confidential shredding services for the destruction of outdated records; and arranges for the transfer of records with permanent historical value to the state archives.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$879,880	\$879,880	18.00	18.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$63,088	\$63,088	0.00	0.00
Total for Service Area	\$942,968	\$942,968	18.00	18.00

Objective: Increase the number of direct contacts with state and local records officers and coordinators to enhance the effectiveness of Virginia’s records management program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of contacts with state and local records officers	FY 2006 contact numbers.	Increase contacts by 3 percent annually during 2006-2008 biennium.

Objective: Increase the number of records stored in and the services offered by the State Records Center, with the goal of making the Records Center self-sustaining within the next several years.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the revenue generated from storage and service fees at the State Records Center.	77,810 cubic feet were stored at the State Records Center on June 30, 2005. This Baseline will be updated FY2006.	Increase the number of cubic feet stored by 5 percent annually during 2006-2008 biennium.

Management of Archival Records

The management of archival records implements the Virginia Public Records Act by providing preservation and enhanced access to approximately 32 million original archival records of Virginia's counties, cities and towns. This service area also provides for the monitoring of the quality of the media generated by reformatting local records for preservation and security purposes. The program insures that microfilm and other media copies of permanent records meet national standards for long-term preservation.

This service area (and corresponding budget allocation) represents management of the Library's local archival records. It is closely related to Service Area 13704, Archival Research Services, which manages the remaining two-thirds of the archival program dealing with state records and private papers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,449,386	\$1,449,386	18.00	18.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$68,142	\$68,142	0.00	0.00
<i>Increase nongeneral fund appropriation and positions</i>	\$500,000	\$500,000	5.00	5.00
Total for Service Area	\$2,017,528	\$2,017,528	23.00	23.00

Objective: Expand public access to archival resources for Virginia's counties, cities and towns at the Library of Virginia by methods that address a longstanding backlog of unprocessed and unavailable public records.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of cubic feet of records of cities, counties and towns processed, described and made available for research by users.	Most recent annual rate of processing to eliminate the backlog of unprocessed materials by 2018.	Maintain annual rate of processing during 2006-2008 biennium.

Historical and Cultural Publications

The Library of Virginia's historical and cultural publications program, which dates back to 1905, coordinates the agency's extensive book-publishing activities as well as its exhibitions, educational outreach, and other public programming. The program includes coordination of the Library's lunchtime lectures, book talks, and symposia; planning for activities relating to commemoration of Virginia's 400th anniversary in 2007; publication of the Dictionary of Virginia Biography and the Hornbook of Virginia History, and numerous other reference works; publication of exhibition catalogs and research guides to the Library's collections; an extensive on-site and traveling exhibition program; and sponsorship of the Library's annual literary awards competition.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$824,653	\$824,653	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$55,682	\$55,682	0.00	0.00
Total for Service Area	\$880,335	\$880,335	11.00	11.00

Objective: Present a wide variety of lectures, symposia, exhibitions, and other programs for the public.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Present a wide variety of lectures, symposia, exhibitions, and other programs for the public.	Number of programs and attendance in FY 2006.	Increase attendance annually by 1 percent during the 2006-2008 biennium.

Archival Research Services

The Library's archival research services program implements the Virginia Public Records Act by providing protection and enhanced access to approximately 65 million original archival state government and Virginia-related personal, business, organization, and church items in the Library collections. It also provides research assistance and collection access to the general public, specialized researchers, media, other information providers, and to Virginia state and local governmental agencies seeking information from approximately 97 million original archival items in the Library collections dating from the earliest settlement of Virginia to the present.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,301,037	\$1,301,037	27.00	27.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$106,027	\$106,027	0.00	0.00
Total for Service Area	\$1,407,064	\$1,407,064	27.00	27.00

Objective: Expand access to archival resources and information services to state and local government agencies, historical and family history researchers and the public by utilizing the latest technologies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the number of archival items, in all formats, circulated to users.	An average of data collected during the most recent five years.	Annual increase of 5 percent during 2006-2008 biennium.

Conservation-Preservation of Historic Records

The Library of Virginia's conservation-preservation program provides for the repair, stabilization, cleaning, reformatting, and storage of significant manuscript, printed, pictorial, art, and other special collections. The program includes:

- Public-private partnership with the Etherington Conservation Center, of Greensboro, North Carolina, for an extensive range of onsite and specialized conservation laboratory services.
- Public-private partnership with the Online Computer Library Center's Digital Collection and Preservation Services Division, of Bethlehem, Pennsylvania, for highly technical microfilm, digitization, and other archival-quality reformatting services available onsite and in specialized facilities.
- Public-private partnership with ProQuest/University Microfilms of Ann Arbor, Michigan, for the detailed reformatting and preservation of Virginia newspapers.
- Public-private partnership with Mid-Atlantic Bindery Services for collection-specific binding, boxing, and other protective measures for archival collections as well as books, periodicals, and other printed materials.
- Public-private partnership with the Huntington Library of San Marino, California, and the American Antiquarian Society, of Worcester, Massachusetts, to duplicate by microfilm Virginia-related manuscript and newspaper collections.
- National pilot project with the Library of Congress and the National Endowment for the Humanities to establish an electronic resource, the National Digital Newspaper Project, to stabilize, conserve, reformat, and provide online access to Virginia newspapers.
- Expert staff and contract services for the reformatting by microform, digital application, and other media of video, audio, manuscript, print, and pictorial materials.
- Expert staff as well as archival facilities for the creation, inspection, duplication, and secure storage of photographic, microform, electronic, and other media created as reformatted collections.
- Consultation and coordination services for the Capitol, the Executive Mansion, and Capitol Square agencies for the care, conservation, and exhibition of painting, sculpture, and other artwork.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$988,917	\$988,917	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$28,919	\$28,919	0.00	0.00
<i>Expand collection, conservation and preservation of rare collections</i>	\$215,955	\$215,955	0.00	0.00
Total for Service Area	\$1,233,791	\$1,233,791	7.00	7.00

Objective: Complete conservation treatment for a wide variety of manuscript, newspaper, and other fragile collections.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Report annual progress of conservation treatments completed.	FY 2006 numbers.	Annual Increase of 5 percent during 2006-2008 biennium.

Objective: Complete preservation reformatting for a wide variety of manuscript, newspaper, and other fragile collections.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Report annual progress of preservation reformatting projects completed.	FY 2006 numbers.	Annual increase of 5 percent during 2006-2008 biennium.

Circuit Court Record Preservation

The Library of Virginia's Circuit Court records preservation program provides staff and grant support for the inventory, organization, processing, archival storage, conservation-preservation, reformatting, security, and public-access to Virginia Circuit Court manuscript and other collections. The program includes establishing guidelines for managing and preserving Circuit Court records; staff consulting and training services; funding to assist localities in organizing, processing, reformatting, and providing access to Circuit Court records; a cooperative program with the Virginia Information Technologies Agency (VITA) to offer state contract services for the conversion of Circuit Court Records to digital format; a public-private partnership with the Online Computer Library Center's Digital Collection and Preservation Services Division in Bethlehem, Pennsylvania, for microform, digitization, and other archival-quality reformatting services; and maintenance of a personal-name index to an immense range of pre-1913 Circuit Court chancery records available on the Library's web site.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,000,000	\$1,000,000	0.00	0.00
<i>Increase nongeneral fund appropriation and positions</i>	\$500,000	\$500,000	0.00	0.00
Total for Service Area	\$1,500,000	\$1,500,000	0.00	0.00

Objective: Coordinate and administer the application, review, award, and implementation of Circuit Court Records Preservation grant projects.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
List grants awarded by the Circuit Court Records Review Panel.	FY 2006 grants awarded.	35 grants annually during 2006-2008 biennium.

Cooperative Library Services

The Library of Virginia, as the state library agency for the Commonwealth, is charged with fostering cooperation and networking among the state's public, academic, special, and school libraries. The Library fulfills this function in a myriad of ways: participating in consortia such as the Richmond Academic Library Consortium and the Virtual Library of Virginia initiative; participating as a net lender in a statewide interlibrary loan program; and planning, preparing materials for, and training library staff to conduct summer reading programs for children and youth. The Library's primary cooperative activity consists in providing Virginia citizens (including Kindergarten through high school students) with round-the-clock access to a cluster of information databases known as Find It Virginia that offer a wide array of information on current events, world and American history, education, health, business, government, and the media – to name only a few. The Library negotiates the licenses for and manages and maintains these databases, which would not otherwise be available to Virginians.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,232,984	\$2,232,984	0.00	0.00
<i>Increase federal fund appropriation</i>	\$635,495	\$635,495	0.00	0.00
Total for Service Area	\$2,868,479	\$2,868,479	0.00	0.00

Objective: Provide information to all Virginians effectively and efficiently through the cooperative efforts.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of user sessions initiated in the Find It Virginia website.	2006 data (FY2005 Baseline - 93,531)	Annual increase of 3 percent during 2006-2008 biennium.

Consultation to Libraries

The Library's library development and networking program provides expert consultation and advice to libraries across the Commonwealth in areas such as library administration and management, services to children and youth, trustee development, support groups such as friends of libraries, technology, planning, networking, and library construction. The primary constituency for these services are the ninety-one public library systems in Virginia, but services are also provided to school library media specialists, local governments and boards, state agency libraries, library foundations, and professional organizations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$526,957	\$526,957	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$41,008	\$41,008	0.00	0.00
<i>Adjust position level</i>	\$0	\$0	1.00	2.00
<i>Increase nongeneral fund appropriation and positions</i>	\$0	\$0	2.00	2.00
Total for Service Area	\$567,965	\$567,965	10.00	11.00

Objective: Provide assistance and counsel to Virginia's public libraries to foster quality library service for all citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Satisfaction among Virginia public library directors and library staff with development services provided by the Library of Virginia.	Composite responses from library directors about services in the most recent Public Library study.	60 percent of responders will report improvement in library development issues/concerns/services statewide during the 2006-2008 biennium.

Research Library Services

This service area comprises those technical and public service components necessary to provide sophisticated management of a growing collection of over 1 million published volumes of monographs, serials, and newspapers, digital resources, state and federal documents, and unique and rare collections of prints, maps, photographs, engravings and other works of art and make information from and about these Library holdings readily available to the general public, specialized researchers, media and other information providers and to Virginia state and local governmental agencies. Services included are the cataloging of the general and special library collections, physical management and delivery of the collection to customers on demand, direct and in-direct research services for those seeking information from or about the collection, administration and management of the Virginia State Documents Depository System, and participation in the Federal Depository Library Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,607,085	\$3,607,085	57.00	57.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$225,392	\$225,392	0.00	0.00
<i>Increase federal fund appropriation</i>	\$200,000	\$200,000	0.00	0.00
<i>Adjust position level</i>	\$0	\$0	1.00	0.00
<i>Improve electronic and digital record management</i>	\$131,862	\$143,850	0.00	0.00
Total for Service Area	\$4,164,339	\$4,176,327	58.00	57.00

Objective: Increase access to Library resources for the Commonwealth's citizens, public libraries, and state and local governments through the effective use of technology, as measured by statistics from Web based analysis and usage.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of reference contacts by professional staff in-person, by mail, telephone, fax and e-mail.	Average of last 4 years	Annual increase of 2% during 2006-2008 biennium.
Number of user sessions on the Library of Virginia Web site.	Average of last 4 years	Annual increase of 3% during 2006-2008 biennium.

State Formula Aid for Local Public Libraries

This service area is responsible for administering, according to a formula specified in the Code, the Commonwealth's financial assistance program for the state's public libraries who meet the Code definition for eligibility.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,423,533	\$16,423,533	0.00	0.00
<i>Increase state aid to public libraries</i>	\$385,038	\$385,038	0.00	0.00
Total for Service Area	\$16,808,571	\$16,808,571	0.00	0.00

Objective: Administer to state aid program to improve the quality of information resources and library services in Virginia's public libraries.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Materials per capita	Planning for Library Excellence Median from most recent data available. (FY2004 - 3.62)	Gradual increase in median level during 2006-2008 biennium.

Administrative and Support Services

General Management and Direction: Provides the management and administrative support essential to being a well-managed agency of the Commonwealth. The functions included in this service area are:

- The Library Board and the Office of the Librarian of Virginia
- Human Resource Management
- Fiscal Services
- Public Information Services
- Photographic and Digital Imaging Services
- The Virginia Shop at the Library of Virginia
- Facilities Management
- Lease Agreement with the Department of General Services

Information Technology Management: Provides the technology and technological management and assistance necessary to allow users of Library information easy and efficient access to data and systems; provides support for efforts to preserve information through the use of Library technology; and provides technology consulting services to public libraries, localities, agencies and other organizations and project planning and implementation support to Library staff.

Physical Plant Services: Ensures that clean, safe and sanitary conditions are maintained in all agency offices, collection storage areas and public areas in the Library's facilities, including The Library of Virginia Building and the State Records Center.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,765,208	\$6,765,208	49.00	49.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$229,322	\$229,322	0.00	0.00
<i>Increase federal fund appropriation</i>	\$70,000	\$70,000	0.00	0.00
<i>Adjust position level</i>	\$0	\$0	1.00	1.00
<i>Increase nongeneral fund appropriation and positions</i>	\$150,000	\$200,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$364,047	\$339,198	0.00	0.00
<i>Improve electronic and digital record management</i>	\$302,563	\$77,250	0.00	0.00
Total for Service Area	\$7,881,140	\$7,680,978	50.00	50.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management Scorecard categories marked as meets expectations for the agency.	The baseline is 100%, the number of 2005 "Meets Expectations" scores of five divided by five.	Continue to achieve "Meets Expectations" in each of the five criteria as well as in the Environmental and Historic Resource Stewardship criteria when it is measured during the 2006 - 2008 biennium.

The Science Museum Of Virginia

Mission Statement

The mission of the Science Museum of Virginia is to raise the public understanding of science and technology throughout the Commonwealth. With a variety of delivery vehicles, including operation of a large nationally acclaimed system of science centers at multiple locations across the Commonwealth, the SMV engages children, adults, and teachers of science in activities that promote science literacy and enhance public understanding.

The Code of Virginia defines the purposes of the Science Museum in a clear statement that is as fresh today as it was when written more than 30 years ago:

The purposes (§ 23-240) of The Science Museum of Virginia are: • to deepen our understanding of man and his environment; • to promote a knowledge of the scientific method and thus encourage objectivity in the everyday affairs of man; • to engage in instruction and research in the sciences in order to educate citizens of all ages in the concepts and principles of science and how these concepts and principles form the foundation upon which rests our technological society and its economy; • to use, subject to approval of the accredited educational affiliates concerned, Museum personnel in educational programs; • to motivate and stimulate young people to seek careers in science; • to encourage an understanding of the history of scientific endeavor; • to provide special facilities and collections for the study of Virginia's natural resources; and • to foster a love of nature and concern for its preservation.

These purposes are hereby declared to be a matter of legislative determination.

(Code 1950, § 9-65.2; 1970, c. 466; 1977, c. 597.)

Agency Goals:

- Operate a world-class hands-on interactive science center in Broad Street Station, Richmond.
- Provide quality science education programs.
- Provide a statewide science center network and equity of access for all citizens.
- Develop our institutional resources in a balanced well-planned program for the future.

Customers Served:

- 1 General Public as paying visitors, on-site
- 2 School Groups as paying visitors, on-site

Customers Served:

- 3 On-site visitors for free events
- 6 Current science newspaper columns and publications for the public
- 5 Current science radio and television programs for the public
- 4 In-school teacher institutes and student programs
- 7 Internet access to science curriculum and information
- 8 Viewers of large format films co-produced by the Science Museum

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$4,052,764	\$4,667,463	\$8,720,227	\$5,938,062	\$2,782,165	99.00
FY 2004	\$3,856,827	\$4,667,463	\$8,524,290	\$5,115,730	\$3,408,560	96.00
FY 2005	\$4,098,118	\$4,766,885	\$8,865,003	\$5,188,606	\$3,676,397	96.00
FY 2006	\$4,604,444	\$4,766,885	\$9,371,329	\$5,268,606	\$4,102,723	97.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$4,604,444	\$4,766,885	\$9,371,329	\$5,185,776	\$4,185,553	97.00
FY 2007 Addenda	\$753,518	\$241,472	\$994,990	\$445,119	\$549,871	3.00
FY 2007 TOTAL	\$5,357,962	\$5,008,357	\$10,366,319	\$5,630,895	\$4,735,424	100.00
FY 2008 Base Budget	\$4,604,444	\$4,766,885	\$9,371,329	\$5,185,776	\$4,185,553	97.00
FY 2008 Addenda	\$784,139	\$241,472	\$1,025,611	\$456,807	\$568,804	3.00
FY 2008 TOTAL	\$5,388,583	\$5,008,357	\$10,396,940	\$5,642,583	\$4,754,357	100.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$2,950,000	\$0	\$2,950,000	\$0	\$2,950,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$189,835 (GF) and \$241,472 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$52,818 (GF). For 2008, \$71,751 (GF).
- ▶ **Increase funding for critical exhibit maintenance needs**
Provides funding for maintenance for an increased number of new exhibits and the increased maintenance of older exhibits. For each year, \$150,000 (GF).
- ▶ **Fund pay equity for outreach educators**
Provides funding for outreach coordinator salaries (teachers) providing pay equity with their peers in teaching positions. For 2007, \$13,812 (GF). For 2008, \$25,500 (GF).
- ▶ **Fund facility upkeep costs**
Provides funding for upkeep of the historic train station that houses the Science Museum of Virginia. This will fund costs not covered by maintenance reserve. For 2007, \$347,053 (GF) and three positions. For 2008, \$347,053 (GF).

Agency Summary of Recommended Capital Outlay Addenda

► Construct Discovery Park exhibit

Provides funding to construct educational exhibits, to be displayed in the seventeen acre Discovery Park. Exhibit topics include earth science, energy, astronomy and the environment. For the biennium, \$3.0 million (GF).

Agency Service Areas:

Collections Management and Curatorial Services

The Science Museum of Virginia provides permanent hands-on exhibits at the Broad Street location as well as at the Danville Science Center. Both museums also host three traveling exhibits each year. At the Virginia Aviation Museum the history of flight is illustrated by an extensive collection of vintage aircraft. Curatorial services are funded in this area as is maintenance of existing exhibits and fabrication of new exhibits. Master planning is underway for the exhibits and programs at Belmont Bay Science Center.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,424,564	\$1,424,564	15.00	15.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$58,189	\$58,189	0.00	0.00
<i>Increase funding for critical exhibit maintenance needs</i>	\$150,000	\$150,000	0.00	0.00
Total for Service Area	\$1,632,753	\$1,632,753	15.00	15.00

Objective: Provide three visiting exhibits every year at the Broad Street Station and at the Danville Science Center

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Visiting exhibits		

Education and Extension Services

The Science Museum of Virginia provides both on-site and off-site educational experiences and programs for visitors and guests. Hands on exhibits are enhanced by demonstrations, theatrical performances, special events and activities. Educational staff is present in the galleries to answer questions and to assist visitors. Programs are provided for all ages and include such activities as large screen format films, planetarium shows, lectures and classes. Outreach education (extension services) is provided through several van programs that visit schools, fairs and festivals. Programming is also being done for at risk students, for overnight campers and for science teachers. To enhance the Virginia Standards of Learning there are programs offered as well as information on exhibits as they relate to specific SOLs. Statewide outreach is provided through additional science centers (VAM and DSC) and through the development of additional sites to provide hands on science education within two hours of all Virginians.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,779,348	\$4,779,348	56.00	56.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$245,082	\$245,082	0.00	0.00
<i>Fund pay equity for outreach educators</i>	\$13,812	\$25,500	0.00	0.00
Total for Service Area	\$5,038,242	\$5,049,930	56.00	56.00

Objective: On Site Education

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increased attendance, Additional hands-on exhibits	Projections for FY06 paid attendance at the Broad Street Station are 205,000.	

Objective: Outreach Education

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Outreach		

Operational and Support Services

Support services include Information Technology, Finance, Human Resources, Capital Project Management and Administration. Support extends to all sites and to newer sites under development. Two sites (BSS and DSC) are historic buildings that require special attention and maintenance. Maintenance of the Broad Street site is particularly challenging as the campus continues to be developed for exhibits and for expanded use by museum guests.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,167,417	\$3,167,417	26.00	26.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$128,036	\$128,036	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$52,818	\$71,751	0.00	0.00
<i>Fund facility upkeep costs</i>	\$347,053	\$347,053	3.00	3.00
Total for Service Area	\$3,695,324	\$3,714,257	29.00	29.00

Objective: Support Operations through Administration, Finance, Tech Support

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Spend Plan and Volunteer utilization		

Virginia Commission For The Arts

Mission Statement

The Virginia Commission for the Arts is mandated to support and stimulate excellence in all of the arts, in their full cultural and ethnic diversity, and to make the arts accessible to all Virginians.

Agency Goals:

- High quality arts accessible to all Virginians, regardless of location in state, race, income, or disability.
- A strong financial base of private and public support for the arts in Virginia.
- Instruction and participation in the arts for all Virginia students, K-12.

Customers Served:

- Artists
- Elementary and Secondary Teachers and K-12 Schools
- Not-For-Profit Arts Organizations

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$4,224,028	\$541,700	\$4,765,728	\$302,890	\$4,462,838	5.00
FY 2004	\$2,779,934	\$541,700	\$3,321,634	\$137,890	\$3,183,744	5.00
FY 2005	\$3,001,535	\$591,800	\$3,593,335	\$275,636	\$3,317,699	5.00
FY 2006	\$3,543,395	\$591,800	\$4,135,195	\$275,636	\$3,859,559	5.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$3,543,395	\$591,800	\$4,135,195	\$282,633	\$3,852,562	5.00
FY 2007 Addenda	\$1,330,033	(\$14,100)	\$1,315,933	\$24,295	\$1,291,638	0.00
FY 2007 TOTAL	\$4,873,428	\$577,700	\$5,451,128	\$306,928	\$5,144,200	5.00
FY 2008 Base Budget	\$3,543,395	\$591,800	\$4,135,195	\$282,633	\$3,852,562	5.00
FY 2008 Addenda	\$2,830,575	(\$14,100)	\$2,816,475	\$24,295	\$2,792,180	0.00
FY 2008 TOTAL	\$6,373,970	\$577,700	\$6,951,670	\$306,928	\$6,644,742	5.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Transfers amounts from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$24,295 (GF).
- ▶ **Adjust federal fund appropriation for grants to arts organizations**
Adjusts agency budget to accurately reflect the amount of federal funds supporting grants to arts organizations. For each year, a reduction of \$29,100 (NGF).
- ▶ **Adjust nongeneral fund appropriation to reflect additional federal funding**
Increases nongeneral fund appropriation to reflect an increase in funding from the National Endowment for the Arts (NEA). For each year, \$15,000 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$14,853 (GF). For 2008, \$14,540 (GF).
- ▶ **Increase financial assistance for arts organizations**
Provides additional funding to support the objective of the Commonwealth to fund the Commission for the Arts at the rate of one dollar for each Virginia resident. This will raise the level of funding from 43 percent of goal to 60 percent in 2007 and 80 percent in 2008. For 2007, \$1.3 million (GF). For 2008, \$2.8 million (GF).

Agency Service Areas:

Financial Assistance to the Arts

The Commission distributes grant awards to artists, arts and other not-for-profit organizations, educational institutions, educators and local governments, and provides technical assistance in arts management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,713,224	\$3,713,224	0.00	0.00
<i>Adjust federal fund appropriation for grants to arts organizations</i>	(\$29,100)	(\$29,100)	0.00	0.00
<i>Increase financial assistance for arts organizations</i>	\$1,290,885	\$2,791,740	0.00	0.00
Total for Service Area	\$4,975,009	\$6,475,864	0.00	0.00

Objective: Increase the number of students participating in arts activities in elementary and secondary schools that supplement the arts education curriculum.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Instruction and participation in the arts for all Virginia students, K-12	As schools struggle to meet the requirements of SOLs and the reduce in funding for the arts in education programs there has been a slight drop in attendance to arts events by students.	Increase the number of students participating in arts activities in elementary and secondary schools that supplement the arts education curriculum to 4 million during fiscal year 2005 - 2006.

Objective: Increase the number of arts events for the public.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
High quality arts accessible to all Virginians, regardless of location in state, race, income, or disability	Although art organizations have suffered staff turnover and loss of financial support there has been only a slight drop in the number of arts events for the public over the last few years.	Increase the number of art events for the public to 33 million during fiscal year 2005 - 2006.

Objective: Increase public attendance at commission assisted arts events.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Public attendance at Commission assisted arts events.	Attendance for arts organizations in Virginia dropped dramatically in the wake of 9/11 attacks, and the stumbling economy; it has not yet recovered.	Increase public attendance to 10 million during fiscal year 2005 - 2006.

Operational and Support Services

Efforts to carry out the mission of the agency in the most effective manner possible.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$421,971	\$421,971	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$24,295	\$24,295	0.00	0.00
<i>Adjust nongeneral fund appropriation to reflect additional federal funding</i>	\$15,000	\$15,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$14,853	\$14,540	0.00	0.00
Total for Service Area	\$476,119	\$475,806	5.00	5.00

Objective: Manage the administrative funds effectively and efficiently to help the staff to better serve its constituents

Virginia Museum of Fine Arts

Mission Statement

As adopted by the Board of Trustees, the mission statement of the Virginia Museum of Fine Arts reflects the responsibility of the Trustees for developing the art collection on behalf of the people of Virginia as well as the agency's mission to protect and display the collections and to educate. This mission was originally described in the Acts of Assembly, 1934, Chapter 184 and the current mission statement was adopted by the Trustees on May 18, 2000.

- The Virginia Museum of Fine Arts is a state-supported, privately endowed educational institution created for the benefit of the citizens of the Commonwealth of Virginia. Its purpose is to collect, preserve, exhibit, and interpret art, to encourage the study of the arts, and thus to enrich the lives of all.

Agency Goals:

- Contribute significantly to Virginia's educational excellence and economic development by establishing the museum as a nationally prominent and internationally recognized cultural resource and destination.
- Strengthen the museum's security, business practices, and operational effectiveness and efficiency.

Customers Served:

- Citizens of Virginia
- Virginia's Public School Division
- Virginia Students, K-Senior Citizens
- Web-site Visitors

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$6,908,085	\$7,562,840	\$14,470,925	\$8,506,615	\$5,964,310	156.50
FY 2004	\$6,160,110	\$7,750,491	\$13,910,601	\$8,005,110	\$5,905,491	154.50
FY 2005	\$6,536,403	\$7,857,334	\$14,393,737	\$8,877,087	\$5,516,650	161.50
FY 2006	\$7,150,419	\$7,957,334	\$15,107,753	\$8,877,087	\$6,230,666	159.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$7,150,419	\$7,957,334	\$15,107,753	\$7,982,517	\$7,125,236	159.50
FY 2007 Addenda	\$1,079,731	\$250,375	\$1,330,106	\$730,997	\$599,109	0.00
FY 2007 TOTAL	\$8,230,150	\$8,207,709	\$16,437,859	\$8,713,514	\$7,724,345	159.50
FY 2008 Base Budget	\$7,150,419	\$7,957,334	\$15,107,753	\$7,982,517	\$7,125,236	159.50
FY 2008 Addenda	\$1,663,623	\$150,375	\$1,813,998	\$636,997	\$1,177,001	6.00
FY 2008 TOTAL	\$8,814,042	\$8,107,709	\$16,921,751	\$8,619,514	\$8,302,237	165.50
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$7,621,000	\$0	\$7,621,000	\$0	\$7,621,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$437,762 (GF) and \$250,375 (NGF).

► **Remove one-time costs for the traveling exhibitions**

Adjusts agency budget to remove one-time costs for the traveling exhibits in FY2008. The project covers two years, beginning in 2006 and will conclude at the end of 2007. For 2008, a decrease of \$450,000 (GF) and \$100,000 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$148,831 (GF). For 2008, \$221,188 (GF).

► **Provide support for architecture and design department**

Provides funds for two positions to accommodate additional workload once the new museum expansion is online. For 2007, \$93,465 (GF). For 2008, \$94,349 (GF).

► **Provide funding to support adequate building support staff and utilities**

Provides funds and two positions for an electrician and heating, ventilation and air conditioning mechanic, to maintain and operate the expanded facilities. For 2008, \$187,249 (GF).

► **Provide funding and positions to support the mailroom and procurement activities**

Provides funds to support the increasing demands for procurement of goods and services due to increased administrative requirements. For each year, \$55,673 (GF).

► **Provide funding to support adequate security and contract management services**

Provides funds to support additional contract security services are required for loss prevention and safety as the museum constructs and operates expanded facilities. For 2007, \$344,000 (GF). For 2008, \$604,925 (GF).

► **Provide funding to support additional museum staff**

Provides funds and positions to prepare for curatorial and conservation new associated with the new museum space. These positions will design and prepare the expanded gallery space to display more existing collections and attract additional traveling exhibitions to the museum. For 2008, \$512,477 (GF) and six additional positions.

Agency Summary of Recommended Capital Outlay Addenda

► **Expand and renovate museum**

Provides additional funding to address recent construction price escalations associated construction of a 132,000 square foot addition and the renovation of 167,000 square feet of existing space. The expansion will provide additional gallery space, enhanced visitor circulation, photography studios, objects and paintings conservation laboratories, consolidated exhibition design and production areas, additional art storage, enhanced truck loading and unloading operations, public lobby, children's area, consolidated kitchens, and enhanced conference and meeting areas. For the biennium, \$6.3 million (GF).

► **Renovate Robinson House**

Provides funds to renovate and construct an addition to the Robinson House, a former farmhouse located on the Virginia Museum of Fine Arts campus. The facility has been used for various activities, most recently as the museum's Visual Arts Center until 1993 and administrative space until 1996. This project will provide for installation of an elevator, emergency egress stair, handicapped accessible restroom facilities, and a handicapped accessible entrance. For the biennium, \$712,000 (GF).

► **Replace exterior stairways of the 1970 and 1985 buildings**

Provides funds for the replacement of the existing metal stair at the south juncture of the 1970 and 1985 buildings. The metal structure has rusted and is not repairable. The project will also enclose the staircase, install ventilation and fire suppression systems, create a new emergency exit from the 1970 wing, and install an emergency exit door in the exterior wall of the compound. For the biennium, \$625,000 (GF).

Agency Service Areas:

Collections Management and Curatorial Services

This Service Area protects, conserves, interprets, and wisely develops the art collection of the Virginia Museum of Fine Arts, a state agency. These rapidly growing holdings, one of the Commonwealth's greatest cultural assets, currently consist of about 20,000 art works from most periods and cultures in the history of art. This collection is an internationally recognized educational and cultural resource as well as a popular tourist destination.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,998,861	\$2,998,861	36.50	36.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$189,053	\$189,053	0.00	0.00
<i>Provide funding to support additional museum staff</i>	\$0	\$512,477	0.00	6.00
Total for Service Area	\$3,187,914	\$3,700,391	36.50	42.50

Objective: Preserve and Protect Our Collection During Expansion and Fire Suppression Projects

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Complete Objective 1		Complete by end of 2007

Objective: Display and Interpret Our Collection in New or Renovated Exhibition Spaces

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Completed on Time, Within Budget		

Education and Extension Services

This service area generates and disseminates educational programs in the visual arts to stimulate the creative, artistic, and intellectual life of Virginia audiences.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,633,881	\$3,633,881	44.00	44.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$202,808	\$202,808	0.00	0.00
<i>Remove one-time costs for the traveling exhibitions</i>	\$0	(\$550,000)	0.00	0.00
Total for Service Area	\$3,836,689	\$3,286,689	44.00	44.00

Objective: Strengthen Virginia's ability to compete with its regional and national peers by supporting the State's economic development/tourism programs and those of Virginia's localities by making art and related programming available throughout the Commonwealth

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Statewide Attendance for Exhibitions and Programs	200,000	200,000

Operational and Support Services

Service Area Description:

- Provides overall direction and management of the museum in keeping with applicable State laws and procedures;
- Manages the museum's financial and human resources;
- Operates, protects; maintains, and improves State facilities;
- Accomplishes the museum's capital outlay and maintenance reserve projects;
- Provides information to the public on the museum's programs and services;
- Engages new audiences in museum programs;
- Supports museum revenue generating programs;
- Cares for and protects the permanent collection in preparation for and during upcoming construction.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,475,011	\$8,475,011	79.00	79.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$296,276	\$296,276	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$148,831	\$221,188	0.00	0.00
<i>Provide support for architecture and design department</i>	\$93,465	\$94,349	0.00	0.00
<i>Provide funding to support adequate building support staff and utilities</i>	\$0	\$187,249	0.00	0.00
<i>Provide funding and positions to support the mailroom and procurement activities</i>	\$55,673	\$55,673	0.00	0.00
<i>Provide funding to support adequate security and contract management services</i>	\$344,000	\$604,925	0.00	0.00
Total for Service Area	\$9,413,256	\$9,934,671	79.00	79.00

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of management scorecard categories marked as "meets expectations"	100 percent of scorecard categories met expectations in 2005	100 percent of scorecard categories meets expectations

Eastern Virginia Medical School

Mission Statement

Eastern Virginia Medical School (EVMS) is an academic health center dedicated to achieving excellence and fostering the highest ethical standards in medical and health professions education, research, and patient care.

Customers Served:

- Medical Students
- Health Professions Students
- Residents
- Patient Encounters

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$12,462,528	\$0	\$12,462,528	\$0	\$12,462,528	0.00
FY 2004	\$11,847,875	\$0	\$11,847,875	\$0	\$11,847,875	0.00
FY 2005	\$11,959,899	\$0	\$11,959,899	\$0	\$11,959,899	0.00
FY 2006	\$12,459,899	\$0	\$12,459,899	\$0	\$12,459,899	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$12,459,899	\$0	\$12,459,899	\$0	\$12,459,899	0.00
FY 2007 Addenda	\$4,229,454	\$0	\$4,229,454	\$0	\$4,229,454	0.00
FY 2007 TOTAL	\$16,689,353	\$0	\$16,689,353	\$0	\$16,689,353	0.00
FY 2008 Base Budget	\$12,459,899	\$0	\$12,459,899	\$0	\$12,459,899	0.00
FY 2008 Addenda	\$4,229,454	\$0	\$4,229,454	\$0	\$4,229,454	0.00
FY 2008 TOTAL	\$16,689,353	\$0	\$16,689,353	\$0	\$16,689,353	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Strengthen academic programs**

Provides funds to strengthen academic programs, increase instructional faculty, and expand collaborative relationships. For each year, \$4.2 million (GF).

Agency Service Areas:

Medical Education

Eastern Virginia Medical School (EVMS) is dedicated to medical and health education, biomedical research, and the enhancement of health care in the Hampton Roads region. EVMS' primary goal is the education of compassionate, skillful physicians to serve in a variety of health care and academic settings. Excellence in patient care requires a firm foundation in the medical sciences and clinical skills, combined with an empathetic attitude and the ability to apply scientific methods to the solution of medical problems. The EVMS curriculum is designed to:

- Provide a firm foundation in the medical sciences and clinical skills.
- Teach an approach to medical problem solving using the best available evidence.
- Cultivate habits of independent life-long learning and scholarship.
- Help students appreciate the broad social and economic responsibilities of the medical profession.
- Encourage the development of self-awareness and communication skills.
- Emphasize human values in the practice of medicine.

Affiliated with over 30 health care facilities across the Hampton Roads area, EVMS provides medical services for more than one-quarter of the Virginia population and adjacent segments of northeastern North Carolina. EVMS is highly committed to providing a community-based education focusing on community health needs which will equip students with the experiences most relevant to practicing medicine in the twenty-first century.

Since its inception, EVMS has emphasized the education of Virginia residents. During its first thirty years, over 70 percent of EVMS students have been Virginia residents. During the coming years, EVMS will seek to admit sixty-five to seventy percent of its students from Virginia. EVMS' student recruitment strategy involves close communication with undergraduate pre-medical advisors and students in state and regional universities. Visits to career counseling centers and pre-med clubs and encouragement of field trips to EVMS are among the techniques used to recruit students. This approach has resulted in an applicant pool that yields a diverse, motivated and qualified entering class. The applicant pool for the Class of 2007 included 2,565 applicants, of whom 719 were Virginians. Although the applicant pool has declined from its peak of more than 7,000 applicants in 1995, EVMS has more than enough applicants to recruit 110 well-qualified entering students. A limited number of entering slots are committed to joint program candidates from the College of William and Mary, Old Dominion University, Hampton University and Norfolk State University. Past years have seen about twenty students enter EVMS through these programs. EVMS students are diverse in terms of age, gender, ethnicity and life experiences. This diversity strengthens the educational experience at EVMS.

EVMS enrolls a total of almost one thousand students and residents. The number of faculty (300 full-time, 1000 voluntary) patient encounters (319,000), funded research programs (260), financial resources (annual budget of \$153 million), space (500,000 net square feet) and clinical teaching sites are more than adequate to support the teaching of EVMS students.

EVMS is committed to producing a diverse physician workforce, although it does not have specific goals for diversity. The gender mix (55 percent female/45 percent male), age mix (38 percent 22 or younger, 50 percent 23-26, and 12 percent over 26) and number of minority students (108 overall, 36 of African-American descent), indicates that EVMS has an appropriately diverse student body. There are role models and support services adequate to maintain EVMS' commitment to diversity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,459,899	\$12,459,899	0.00	0.00
<i>Strengthen academic programs</i>	\$4,229,454	\$4,229,454	0.00	0.00
Total for Service Area	\$16,689,353	\$16,689,353	0.00	0.00

Objective: We will educate medical and health professions students who will be noted for their excellence in practice, human values, collegiality, and scientific curiosity and rigor.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
USMLE Part I Score	USMLE Part I National Average Score Currently 100.5%	EVMS Students Score Above National Average
USMLE Part I Pass Rate	USMLE Part I National Average Pass Rate Currently 101.8%	EVMS Students Score Above National Average
USMLE Part II Score	USMLE Part II National Average Score Currently 101.9%	EVMS Students Score Above National Average
USMLE Part II Pass Rate	USMLE Part II National Average Pass Rate Currently 100.3%	EVMS Students Score Above National Average

Objective: We will enhance and strengthen our interdisciplinary research enterprise.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Research Grants and Contracts	Current number of externally-funded grants and contracts equals 271.	Three to seven percent annual increase in number of externally-funded grants and contracts.
Funding from research grants and contracts	Current amount of externally-funded grants and contracts equals \$40.1 million.	Three to seven percent annual increase in dollar amount of externally-funded grants and contracts.

Institute for Advanced Learning and Research

Mission Statement

The Institute for Advanced Learning & Research (IALR) will develop and attract technology and talent critical to Southside Virginia's economic transformation through advanced learning, strategic research, outreach programs, advanced networking & technology, and commercial opportunity development. The IALR will leverage the resources of Virginia Tech in partnership with Danville Community College and Averett University and public and private bodies and organizations of the region as a means to that end.

Agency Goals:

- Strategic Research.
- Advanced Learning.
- Outreach.
- Advanced Networking and Technology.
- Commercial Opportunity Development.
- Economic Development Programs.

Customers Served:

Customers Served:

- K-18 Educators
- Non Credit Workforce and Continuing Education Adults
- K-12 Students
- Higher Education Institutions
- Small businesses (less than 100 employees)
- Nonprofit organizations
- Local, State, and Federal Governmental Agencies
- Conference Center Clients
- Commercial Companies seeking Research Services

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$0	\$0	\$0	\$0	0.00
FY 2004	\$0	\$0	\$0	\$0	\$0	0.00
FY 2005	\$2,271,681	\$0	\$2,271,681	\$0	\$2,271,681	0.00
FY 2006	\$3,871,681	\$0	\$3,871,681	\$0	\$3,871,681	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$3,871,681	\$0	\$3,871,681	\$0	\$3,871,681	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$3,871,681	\$0	\$3,871,681	\$0	\$3,871,681	0.00
FY 2008 Base Budget	\$3,871,681	\$0	\$3,871,681	\$0	\$3,871,681	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$3,871,681	\$0	\$3,871,681	\$0	\$3,871,681	0.00

Agency Service Areas:

Regional Research, Technology, Education, and Commercialization Services

Regional Research, Technology, Education, and Commercialization Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,871,681	\$3,871,681	0.00	0.00
Total for Service Area	\$3,871,681	\$3,871,681	0.00	0.00

Objective: Strategic Projects

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Research Expenditures	\$4.287 million	\$8 million

Objective: Regional Economic Development

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
New Economy Employment	To be determined via regional phone survey Fall 2005	To be determined via regional phone survey Fall 2005

Objective: K-12 Development

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
K-12 Students Served	210	1000

Objective: Community Technology Capacity

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Broadband Penetration	TBD (pending regional phone survey, fall 2005)	TBD (pending baseline determination)

Objective: Commercialization & Technology Transfer

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Invention Disclosure Yield	0	0.2 per \$1 million of research expenditures

New College Institute

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 Addenda	\$2,100,000	\$0	\$2,100,000	\$0	\$2,100,000	0.00
FY 2007 TOTAL	\$2,100,000	\$0	\$2,100,000	\$0	\$2,100,000	0.00
FY 2008 Base Budget	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 Addenda	\$2,400,000	\$0	\$2,400,000	\$0	\$2,400,000	0.00
FY 2008 TOTAL	\$2,400,000	\$0	\$2,400,000	\$0	\$2,400,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Fund New College Institute**

Provides funds for a new institute in Southside Virginia to diversify the region's economy through undergraduate, graduate and professional education. The institute will partner with other public and private organizations and institutions of higher education to build on existing resources for teaching, research, outreach and technology development. For 2007, \$2.1 million (GF). For 2008, \$2.4 million (GF).

Agency Service Areas:

Educational and General Programs

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Fund New College Institute</i>	\$2,100,000	\$2,400,000	0.00	0.00
Total for Service Area	\$2,100,000	\$2,400,000	0.00	0.00

Roanoke Higher Education Authority

Mission Statement

The mission of the Roanoke Higher Education Center is to foster economic development by expanding access for the people of the Greater Roanoke region to workforce development, technology training, higher education programs and the use of conference facilities through partnerships with public and private institutions, agencies, civic groups and the business community.

Agency Goals:

- Expand opportunities for educational preparedness and attainment for the people of the Greater Roanoke region by providing to member institutions of higher education and workforce training a facility and support services of the highest quality.
- Foster economic development in the Greater Roanoke region by providing for its citizens expanded access to non-credit workforce development, technology training, and higher education programs.
- Foster economic development in the Greater Roanoke region by providing direct services to the business community through the provision of space for corporate meetings, teleconferences, and in-house training.

Customers Served:

- Conference participants who utilize the Center's conference facilities for meetings, training, and teleconferences.
- Business and civic organizations that utilize the Center's conference facilities for meetings, training, and teleconferences.
- Students of the institutions and organizations that offer educational programs at the Roanoke Higher Education Center.
- The colleges, universities and workforce development organizations that offer educational programs at the Roanoke Higher Education Center.
- Students, faculty and staff of the institutions and organizations that offer educational programs at the Roanoke Higher Education Center who utilize library services.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$583,332	\$0	\$583,332	\$0	\$583,332	0.00
FY 2004	\$518,075	\$0	\$518,075	\$0	\$518,075	0.00
FY 2005	\$1,001,075	\$0	\$1,001,075	\$0	\$1,001,075	0.00
FY 2006	\$718,075	\$0	\$718,075	\$0	\$718,075	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$718,075	\$0	\$718,075	\$0	\$718,075	0.00
FY 2007 Addenda	\$193,925	\$0	\$193,925	\$0	\$193,925	0.00
FY 2007 TOTAL	\$912,000	\$0	\$912,000	\$0	\$912,000	0.00
FY 2008 Base Budget	\$718,075	\$0	\$718,075	\$0	\$718,075	0.00
FY 2008 Addenda	\$193,925	\$0	\$193,925	\$0	\$193,925	0.00
FY 2008 TOTAL	\$912,000	\$0	\$912,000	\$0	\$912,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► Increase general fund support for Roanoke Higher Education Center

Provides additional funds for operations, enhancing the center's capacity to provide opportunities for undergraduate and graduate education and workforce training and development. For each year, \$193,925 (GF).

Agency Service Areas:

Administrative and Support Services

The Roanoke Higher Education Authority is a political subdivision of the Commonwealth of Virginia, formed in 1998 to stimulate economic development in the Greater Roanoke region by expanding access to higher education and workforce training. The Authority operates the Roanoke Higher Education Center in which seventeen (17) member colleges, universities and workforce training organizations offer a wide range of adult and continuing education and degree-granting programs, including undergraduate, graduate, and professional programs, through partnerships with the Commonwealth's public and private institutions, agencies and the business community. In 2001, the Virginia General Assembly designated the Roanoke Higher Education Authority an educational institution, placing it under the purview of the Commonwealth's Secretary of Education.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$718,075	\$718,075	0.00	0.00
<i>Increase general fund support for Roanoke Higher Education Center</i>	\$193,925	\$193,925	0.00	0.00
Total for Service Area	\$912,000	\$912,000	0.00	0.00

Objective: Increase the number of students completing workforce training and higher education programs offered at the Roanoke Higher Education Center.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Count the number of students completing workforce training and higher education programs.	In 2005, 563 students completed workforce training or higher education programs offered at the Roanoke Higher Education Center.	A 3% increase each year in students completing programs, 580 in 2006, 597 in 2007, and 615 in 2008.

Objective: Increase the number of business clients utilizing the Center for corporate meetings, training, and teleconferences.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Count the number of organizations utilizing the Center's conference facilities	The number of organizations utilizing the Center's conference facilities in FY 2005 was 183.	Increase by 5% to 192 in FY 2006, increase by 4% to 200 in FY 2007, increase by 3% to 206 in FY 2008.

Objective: Increase the number of training and education opportunities by developing new certificate and degree programs, courses, seminars and other learning events that are related to career opportunities in the Greater Roanoke region.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number and percentage increase/decrease of programs and courses offered at the Roanoke Higher Education Center.	Total of 206 programs in 2005.	Total number of programs offered by member institutions is expected to increase to 208 in FY 2006, to 210 in FY 2007, and to 212 in FY 2008.

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management Scorecard categories marked as meets expectations for the agency.	80% in 2005	In FY 2006, FY 2007 and FY 2008, the Roanoke Higher Education Center will meet expectations in 100% of the Governor's Management Scorecard categories.

Southern Virginia Higher Education Center

Mission Statement

The mission of the Southern Virginia Higher Education Center (HEC) is to foster economic development by expanding educational access to the people of the Southside Virginia Region; to provide affordable undergraduate and graduate programs, workforce training programs, adult literacy programs, non-credit educational opportunities, and to foster advanced K-12 initiatives, through partnerships with accredited public and private institutions, agencies, civic groups and the business community.

Agency Goals:

- Provide affordable, convenient higher education to all citizens of Southside Virginia.
- Elevate the levels of educational preparedness of our workforce in Southside Virginia.
- Increase the number of students in our region with Bachelor's degrees and higher.
- Increase the level of literacy in Halifax County in collaboration with other agencies and partners.
- Assist the Halifax County Public School in specialized learning.
- Enhance economic development in Southside Virginia in collaboration with other initiatives in the region.
- Be recognized as a viable change agent in Southside Virginia.

Customers Served:

- Colleges and universities that offer courses at HEC
- Students registered in credit programs (duplicated enrolmments based on a year)
- Students enrolled in non-credit programs
- Organizations that use the HEC for meetings, events and shows
- Customers attending conferences, meetings and events

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$0	\$0	\$0	\$0	0.00
FY 2004	\$0	\$0	\$0	\$0	\$0	0.00
FY 2005	\$0	\$0	\$0	\$0	\$0	0.00
FY 2006	\$1,243,855	\$400,000	\$1,643,855	\$0	\$1,643,855	17.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,243,855	\$400,000	\$1,643,855	\$466,874	\$1,176,981	17.00
FY 2007 Addenda	\$127,910	\$0	\$127,910	\$37,148	\$90,762	0.00
FY 2007 TOTAL	\$1,371,765	\$400,000	\$1,771,765	\$504,022	\$1,267,743	17.00
FY 2008 Base Budget	\$1,243,855	\$400,000	\$1,643,855	\$466,874	\$1,176,981	17.00
FY 2008 Addenda	\$189,621	\$0	\$189,621	\$37,148	\$152,473	0.00
FY 2008 TOTAL	\$1,433,476	\$400,000	\$1,833,476	\$504,022	\$1,329,454	17.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

A base budget adjustment to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$35,227 (GF).

► Annualize faculty salary increases

Annualizes the mid-year salary increase authorized by the 2005 General Assembly for the center. For each year, \$1,921 (GF).

► Transfer Commonwealth Graduate Engineering Program funding from Longwood University

Tranfers funding from Longwood University to the Southern Virginia Higher Education Center for the delivery of graduate engineering courses through telecommunications. (Net zero adjustment). For each year, \$29,050 (GF).

► Increase support for center operations

Provides additional funds to support the operation and maintenance of new facilities that will open in 2007. For the center, funding is included to cover the operating costs of additional vacant space within the building that will be converted to instructional space. For 2007, \$61,712 (GF). For 2008, \$123,423 (GF).

Agency Service Areas:

Administrative and Support Services

The Southern Virginia Higher Education Center, previously established as an off-campus center of Longwood University, is continued as an educational institution in the Commonwealth. On July 1, 2005, the Virginia General Assembly designated the Southern Virginia Higher Education Center as an educational institution. The Center was established to encourage the expansion of higher education, including adult and continuing education, associate, undergraduate, and graduate degree programs in the region, and to foster partnerships between the public and private sectors to enhance higher education in the region. The Center also works with the Halifax County School System to foster advanced, specialized learning to high school students.

9.5% of the population of Halifax County have a bachelor's degree or higher. 63.9% have a high school diploma. The surrounding region is similar in demographics. The region has relied on low skill, manufacturing jobs and tobacco farming to sustain the economy. Because of the decline in both areas, the region is suffering economically. The HEC was established in 1986, originally as a way to provide higher education in Halifax County, a county with no community college or 4 year college or university. The Center offered courses from Danville Community College, Southside Virginia College and Longwood University initially. The HEC has evolved into a comprehensive Center offering many opportunities for advancement from Adult Basic Education training to Master level programs. The Center also offers assistance with Small Business Development. The Center works in collaboration with all educational partners to bring opportunities to our citizens. The current education partners are: Danville Community College, Longwood University, Southside Virginia Community College, Ferrum College, Mary Baldwin College, the Commonwealth Graduate Engineering Program, Central Virginia Community College, Virginia Tech and University of North Carolina at Chapel Hill.

The Center provides classroom space, broadband technology, instructional equipment and support staff. The Center is open six days a week, Monday through Friday from 7:30am - 10pm and on Saturdays from 8am-4pm. Occasionally the Center will open on Sunday to accommodate a special event or need. The Center is a convenient and affordable alternative to attending a college or university on-site. The Center has become a meeting space for regional and state activities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,643,855	\$1,643,855	17.00	17.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$35,227	\$35,227	0.00	0.00
<i>Annualize faculty salary increases</i>	\$1,921	\$1,921	0.00	0.00
<i>Transfer Commonwealth Graduate Engineering Program funding from Longwood University</i>	\$29,050	\$29,050	0.00	0.00
<i>Increase support for center operations</i>	\$61,712	\$123,423	0.00	0.00
Total for Service Area	\$1,771,765	\$1,833,476	17.00	17.00

Objective: Work collaboratively with all partners of the Center to increase number of students receiving degrees, undergraduate and graduate.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Halifax County residents with bachelor degrees.	9.5% of Halifax County residents hold a bachelor's degree or higher, according to the 2000 US Census report.	Increase number of students obtaining bachelor degrees or higher to 14%.

Objective: Increase the number of programs offered for workforce development to current and future workers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of regional industries/businesses receiving training at the Center for the Southside Region.	Four industries are currently receiving training at the Center.	Increase number of industries/businesses in training programs of the Center by 50%.

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management Scorecard categories marked as meets expectations for the agency	N/A - new agency	80%

Southwest Virginia Higher Education Center

Mission Statement

The mission of the Southwest Virginia Higher Education Center (SVHEC) is to strengthen the regional economy of southwest Virginia by providing higher education and professional development training of the current and future workforce.

Agency Goals:

- Increase the percentage of SW VA adults, ages 25 - 55 that have a bachelor's degree or graduate degree.
- Strengthen the economy of Southwest Virginia through advanced education and training of the current and future workforce and business assistance services in E-commerce.
- Market the benefits of higher education and life long learning. Provide information about the learning opportunities at the Southwest Virginia Higher Education Center.
- Strive to be the most productive, creative, and efficiently managed Higher Education Center in Virginia.

Customers Served:

- Student registrations
- Conference, meetings, trade show, etc. attendees
- Organizations that use the Southwest Virginia Higher Education Center for meetings, conferences, trade shows, and special events
- Colleges and universities that offer courses at the Southwest Virginia Higher Education Center
- E-commerce projects for businesses and nonprofit organizations

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$1,565,941	\$596,075	\$2,162,016	\$760,765	\$1,401,251	18.00
FY 2004	\$1,327,963	\$437,000	\$1,764,963	\$753,765	\$1,011,198	18.00
FY 2005	\$1,511,699	\$438,759	\$1,950,458	\$810,569	\$1,139,889	17.00
FY 2006	\$1,511,994	\$4,238,759	\$5,750,753	\$810,569	\$4,940,184	17.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,511,994	\$4,238,759	\$5,750,753	\$942,050	\$4,808,703	17.00
FY 2007 Addenda	\$353,073	\$30,181	\$383,254	\$40,853	\$342,401	0.00
FY 2007 TOTAL	\$1,865,067	\$4,268,940	\$6,134,007	\$982,903	\$5,151,104	17.00
FY 2008 Base Budget	\$1,511,994	\$4,238,759	\$5,750,753	\$942,050	\$4,808,703	17.00
FY 2008 Addenda	\$353,844	\$40,181	\$394,025	\$40,853	\$353,172	0.00
FY 2008 TOTAL	\$1,865,838	\$4,278,940	\$6,144,778	\$982,903	\$5,161,875	17.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$35,672 (GF) and \$5,181 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funds for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$774 (GF). For 2008, \$1,545 (GF).

► **Provide additional operating support**

Provides funds to support educational outreach activities, student services, and academic support. For 2007, \$316,627 (GF) and \$25,000 (NGF). For 2008, \$316,627 (GF) and \$35,000 (NGF).

Agency Service Areas:

Administrative and Support Services

On average, ten percent of the population of southwest Virginia over the age of 25 have a baccalaureate degree. As a result, the economy has relied on low skill, low wage manufacturing jobs and tobacco farming to sustain the economy. Because of the decline in both sectors, the SVHEC was established in 1991 to strengthen the economy by providing opportunities for "location bound" adults to earn a bachelor's or master's degree or enroll in professional development courses. The Southwest Virginia Higher Education Center collects assessment data from employers, employees, and the unemployed to determine what degree programs and professional development courses are needed. This information is shared with eight public and private institutions that provide off-campus programs at the Center. Through multi-institutional team planning and collaboration, the Center assists these colleges develop appropriate courses, class schedules, and methods of delivery for adult learners. The Center provides classroom space, broadband technology and instructional equipment, support staff, and marketing for the eight institutions.

The Southwest Virginia Higher Education Center is a multi-purpose facility. It is open six days a week from 7:30 a.m. until 10:00 p.m. and on Sunday afternoon. Because the majority of credit classes are scheduled in the evening and on weekends, the Southwest Virginia Higher Education Center serves as a conference complex during the day. In FY05 over 1500 regional, national, and international meetings, conferences, trade shows, and professional development events were held at the Southwest Virginia Higher Education Center, creating a positive economic impact for the service and tourism industries in southwest Virginia.

The Southwest Virginia Higher Education Center provides business assistance to small and mid-size companies in southwest Virginia. MerchantPoint, the Center eCommerce project, has developed marketing and sales websites for 60 firms. Global Virginia, the Center's international program, has assisted 75 regional businesses with international marketing and trade.

The Southwest Virginia Higher Education Center developed and manages the Virginia Tobacco Commission's Scholarship/loan program. Through this \$3.8 million project, over 1600 southwest and southside students receive financial assistance to attend a four-year college or university.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,750,753	\$5,750,753	17.00	17.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$40,853	\$40,853	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$774	\$1,545	0.00	0.00
<i>Provide additional operating support</i>	\$341,627	\$351,627	0.00	0.00
Total for Service Area	\$6,134,007	\$6,144,778	17.00	17.00

Objective: Offer graduate and undergraduate degree programs at a time and place that accommodate the students needs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the number of student registrations in undergraduate and graduate courses by 5 percent.	There were 2,465 registrations in FY2005.	Increase the number of student registrations.
Eliminate degree programs, certificate programs, and courses that are no longer needed for workforce development and add new programs and courses to meet current and future job demands.	In FY2005, nine colleges offered 30 bachelor's degrees, 31 graduate degrees, 9 certificate programs and 21 professional development credit courses	Delete the degree programs and courses that are no longer needed for workforce development and add new ones to meet current and future job requirements.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements."

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	The 2005 percentage calculated based on the agency scorecard	Target for 2005 is 100%

Southeastern Universities Research Association

Mission Statement

In the context of a national and international nuclear physics research facility, Jefferson Lab will provide unique research capabilities at the forefront of nuclear and light source physics for university users, provide research opportunities for Virginia faculty and students, and to develop core technologies for the economic benefit of the Commonwealth.

Agency Goals:

- Attract and retain world class scientists and researchers to the Commonwealth to work at Jefferson Lab.
- To maintain a 10-1 ratio of federal/private funds to state funds.

Customers Served:

- Nuclear physics users
- Light source (free electron laser) users
- Commonwealth nuclear physics students and faculty
- Commonwealth light source (free electron laser) users

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$711,708	\$0	\$711,708	\$0	\$711,708	0.00
FY 2004	\$642,238	\$0	\$642,238	\$0	\$642,238	0.00
FY 2005	\$642,238	\$0	\$642,238	\$0	\$642,238	0.00
FY 2006	\$1,082,238	\$0	\$1,082,238	\$0	\$1,082,238	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,082,238	\$0	\$1,082,238	\$0	\$1,082,238	0.00
FY 2007 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 TOTAL	\$1,082,238	\$0	\$1,082,238	\$0	\$1,082,238	0.00
FY 2008 Base Budget	\$1,082,238	\$0	\$1,082,238	\$0	\$1,082,238	0.00
FY 2008 Addenda	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 TOTAL	\$1,082,238	\$0	\$1,082,238	\$0	\$1,082,238	0.00

Agency Service Areas:

Sponsored Programs

In the context of a national and international nuclear physics research facility, Jefferson Lab will provide unique research capabilities at the forefront of nuclear and light source physics for university users, provide research opportunities for Virginia faculty and students, and develop core technologies for the economic benefit of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,082,238	\$1,082,238	0.00	0.00
Total for Service Area	\$1,082,238	\$1,082,238	0.00	0.00

Objective: Attract and retain world class scientists and researchers to the Commonwealth to work at Jefferson Lab

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Recruitment and retention of Governor's Distinguished CEBAF Professors	Ability to retain current Governor's Distinguished CEBAF Professors at Jefferson Lab	Retaining GDCPs in currently in place and being able to attract top talent for vacancies

Objective: Maintain a 10-1 ratio of federal/private funds to state funds

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ratio of federal and private matching funds to state funds	A ratio of 10 to 1 (federal/private funds to state funds) demonstrates good leveraging of state dollars. Although this level has been exceeded in the past couple of years, grant funding is variable, and 10 to 1 remains a good target for the future.	Ratio of 10 to 1

Higher Education Research Initiative

Mission Statement

This agency serves as a holding account to provide funds to strengthen research programs at Virginia's public universities.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$0	\$0	\$0	\$0	0.00
FY 2007 Addenda	\$87,088,365	\$58,710,536	\$145,798,901	\$0	\$145,798,901	200.00
FY 2007 TOTAL	\$87,088,365	\$58,710,536	\$145,798,901	\$0	\$145,798,901	200.00
FY 2008 Base Budget	\$0	\$0	\$0	\$0	\$0	0.00
FY 2008 Addenda	\$15,277,401	\$57,740,612	\$73,018,013	\$0	\$73,018,013	200.00
FY 2008 TOTAL	\$15,277,401	\$57,740,612	\$73,018,013	\$0	\$73,018,013	200.00

Agency Summary of Recommended Operating Budget Addenda

► Invest in leading research programs

Provides funds to strengthen leading research programs in Virginia's public universities. This initiative targets programs in biomedical fields and modeling and simulation, and includes funds to recruit world-class research faculty and graduate students, equip labs, and supplement research projects on a one-time basis to leverage ongoing federal and private matching funds. Also expands research programs in Southside Virginia through the Institute for Advanced Learning and Research in Danville. Related actions in the capital outlay budget provide state-of-the-art facilities for key research programs. For 2007, \$87.1 million (GF), \$58.7 million (NGF), and 200 positions. For 2008, \$15.3 million (GF) and \$57.7 million (NGF).

Agency Service Areas:

Financial Assistance for Educational and General Services

This service strengthens educational and general services by attracting external funding for selected faculty, academic programs, and sponsored programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Invest in leading research programs</i>	\$145,798,901	\$73,018,013	200.00	200.00
Total for Service Area	\$145,798,901	\$73,018,013	200.00	200.00



Office of Finance

Finance agencies handle the financial transactions of the Commonwealth, from collecting the taxes to paying the bills and distributing aid to localities. Responsibilities of Finance agencies include forecasting and collecting revenues, managing the Commonwealth's cash and investments, selling bonds, training agency internal auditors, and preparing and executing the Commonwealth's budget.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$409,073,345	\$59,121,142	\$468,194,487	\$66,410,066	\$401,784,421	1,207.00
FY 2004	\$499,591,410	\$64,144,364	\$563,735,774	\$69,302,852	\$494,432,922	1,206.50
FY 2005	\$581,625,676	\$49,485,849	\$631,111,525	\$73,424,525	\$557,687,000	1,230.50
FY 2006	\$675,583,079	\$41,113,736	\$716,696,815	\$75,823,624	\$640,873,191	1,200.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$675,583,079	\$41,113,736	\$716,696,815	\$74,746,631	\$641,950,184	1,200.50
FY 2007 Addenda	(\$141,886,519)	(\$10,389,071)	(\$152,275,590)	\$7,613,348	(\$159,888,938)	23.00
FY 2007 TOTAL	\$533,696,560	\$30,724,665	\$564,421,225	\$82,359,979	\$482,061,246	1,223.50
FY 2008 Base Budget	\$675,583,079	\$41,113,736	\$716,696,815	\$74,746,631	\$641,950,184	1,200.50
FY 2008 Addenda	(\$84,612,586)	(\$12,884,660)	(\$97,497,246)	\$7,692,396	(\$105,189,642)	23.00
FY 2008 TOTAL	\$590,970,493	\$28,229,076	\$619,199,569	\$82,439,027	\$536,760,542	1,223.50

Secretary of Finance

Mission Statement

Provide policy and administrative guidance to the Department of Taxation, Department of Accounts, Department of the Treasury, and the Department of Planning and Budget within the Finance Secretariat. These agencies handle all the financial transactions of the Commonwealth—from collecting taxes to paying state obligations to distributing aid to localities.

Agency Goals:

- Continue successful implementation of tax reform legislation.
- Maintain Virginia's AAA bond rating.
- Maintain fiscal stability over the long-term.
- Complete the AMS partnership project; convert to advantage revenue.
- Integrate performance management into the budget process.
- Advance efforts of the Council on Virginia's Future.
- Strengthen oversight and improve agency internal financial controls.
- Analyze and, as appropriate, move toward implementation of a new financial management systems proposed in PPEIA process.
- Increase use of electronic payment systems.
- Implement new risk management plans.
- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.

Customers Served:

- Bondholders
- Executive Branch Officials, Agencies and Institutions
- Legislative Branch
- Boards and Authorities
- Local Government Officials and Participants
- Holders of Unclaimed Property
- Financial Institutions
- Insurance Companies
- Taxpayers of the Commonwealth

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$442,022	\$0	\$442,022	\$443,967	(\$1,945)	5.00
FY 2004	\$424,743	\$0	\$424,743	\$443,967	(\$19,224)	5.00
FY 2005	\$460,542	\$0	\$460,542	\$422,357	\$38,185	5.00
FY 2006	\$580,969	\$0	\$580,969	\$555,494	\$25,475	5.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$580,969	\$0	\$580,969	\$555,494	\$25,475	5.00
FY 2007 Addenda	\$45,423	\$0	\$45,423	\$40,965	\$4,458	0.00
FY 2007 TOTAL	\$626,392	\$0	\$626,392	\$596,459	\$29,933	5.00
FY 2008 Base Budget	\$580,969	\$0	\$580,969	\$555,494	\$25,475	5.00
FY 2008 Addenda	\$45,623	\$0	\$45,623	\$40,965	\$4,658	0.00
FY 2008 TOTAL	\$626,592	\$0	\$626,592	\$596,459	\$30,133	5.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$41,303 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$4,120 (GF). For 2008, \$4,320 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$580,969	\$580,969	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$41,303	\$41,303	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$4,120	\$4,320	0.00	0.00
Total for Service Area	\$626,392	\$626,592	5.00	5.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	100%	100%

Department of Accounts

Mission Statement

Provide a uniform system of accounting, financial reporting, and internal control adequate to protect and account for the Commonwealth's financial resources while supporting and enhancing the recognition of Virginia as the best managed state in the nation.

Agency Goals:

- Maintain the integrity of the accounting and payroll systems of the Commonwealth to provide for accurate financial and accounting information.
- Strengthen oversight and improve agency internal controls.
- Produce a comprehensive annual financial report (CAFR) that receives an unqualified audit opinion and receives the Certificate of Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).
- Coordinate and develop enterprise systems.
- Retain and develop staff.
- Efficiently and effectively operate service bureaus to serve the payroll and accounting needs of agencies participating.

Customers Served:

- Commonwealth Agencies and Institutions
- Local Political Subdivisions
- Citizens of the Commonwealth
- Commonwealth Employees
- Commonwealth goods and service providers
- Bond Ratings Agencies
- Legislative Branch Members and Employees

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$69,221,342	\$3,086,778	\$72,308,120	\$7,683,553	\$64,624,567	102.00
FY 2004	\$150,383,729	\$4,236,778	\$154,620,507	\$6,400,491	\$148,220,016	102.00
FY 2005	\$8,182,413	\$42,000	\$8,224,413	\$6,873,371	\$1,351,042	103.00
FY 2006	\$8,546,452	\$42,000	\$8,588,452	\$7,526,523	\$1,061,929	97.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$8,546,452	\$42,000	\$8,588,452	\$6,007,867	\$2,580,585	97.00
FY 2007 Addenda	\$787,249	\$291,665	\$1,078,914	\$1,021,935	\$56,979	6.00
FY 2007 TOTAL	\$9,333,701	\$333,665	\$9,667,366	\$7,029,802	\$2,637,564	103.00
FY 2008 Base Budget	\$8,546,452	\$42,000	\$8,588,452	\$6,007,867	\$2,580,585	97.00
FY 2008 Addenda	\$776,465	\$291,665	\$1,068,130	\$1,021,935	\$46,195	6.00
FY 2008 TOTAL	\$9,322,917	\$333,665	\$9,656,582	\$7,029,802	\$2,626,780	103.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$535,882 (GF) and \$16,665 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$38,330 (GF). For 2008, \$32,546 (GF).

► **Support the increased workload in the Payroll Service Bureau and the Fiscal Service Bureau.**

Provides two positions for the Payroll Service Bureau and the Fiscal Service Bureau to enable the agency to have the manpower to provide the services required. No additional funding is needed since the positions are funded through a reimbursement for services rendered by the agencies served. For 2007, two positions.

► **Provide one position for the Line of Duty Program**

Provides funding and one position to support processing of the Line of Duty insurance claims. The 2005 General Assembly passed a bill allowing state employees injured in the line of duty anytime after July 1, 1972 to submit claims for health insurance benefits. This action has resulted in an increased number of Line of Duty insurance claims, necessitating an additional position to handle the increased workload. For 2007, \$74,295 (GF) and one position. For 2008, \$69,295 (GF).

► **Strengthen Enterprise Risk Management in the Commonwealth**

Provides funding for two positions for the expansion of statewide internal control and oversight initiatives. Strengthening and improving internal controls is important in securing the continued public trust in the Commonwealth's financial operations. For 2007, \$138,742 (GF) and two positions. For 2008, \$138,742 (GF).

► **Establish the Commonwealth Charge Card Rebate Fund**

Establishes the Commonwealth Charge Card Rebate Fund to deposit rebate revenue earned on the Commonwealth's statewide charge card programs in order to support administration and oversight of the programs. For 2007, \$275,000 (NGF) and one position. For 2008, \$275,000 (NGF).

Agency Service Areas:

Financial Systems Development

DOA management recognizes the increasing value of information generation as a service. Integration between systems continues to increase, particularly between mainframe and desktop processing environments. This functional activity supports the operation of the statewide general ledger system (CARS), the statewide payroll system (CIPPS), and the statewide fixed asset system (FAACS), as well as other related statewide financial information systems.

This area includes the ongoing planning needed to promote the coordinated development and integration of hardware, database systems, application programs, and communications within DOA and between DOA and its customers. All planning is done in conformance with the guidelines of the Virginia Information Technology Agency (VITA). Weekly management status meetings and the annual update to the agency information technology plan are used to support this activity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$625,807	\$625,807	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$47,264	\$47,264	0.00	0.00
Total for Service Area	\$673,071	\$673,071	6.00	6.00

Objective: Comply with established deadlines to upgrade software and implement systems enhancements to be legislative mandates.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of the time vendor established software upgrade deadlines are met.	100%, 2005.	100%, 2006-2008 biennium.

Financial Systems Maintenance

Systems maintenance area maintains existing systems including CARS, CIPPS, & FAACS. This area also maintains existing web applications such as Reportline, Payline, and Redi Virginia. Maintenance is distinguished from development in that development involves creating new functionality, whereas maintenance supports the continued use of existing functionality.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$938,710	\$938,710	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$70,896	\$70,896	0.00	0.00
Total for Service Area	\$1,009,606	\$1,009,606	10.00	10.00

Objective: Comply with legislated deadlines for system upgrades.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of time legislated deadlines for system upgrades are met.	100%, 2005.	100%, 2006-2008 biennium.

Computer Services

Integration between systems continues to increase, particularly between mainframe and desktop processing environments. This service area supports the operation of the statewide general ledger system (CARS), the statewide payroll system (CIPPS), and the statewide fixed asset system (FAACS), as well as other related statewide financial information systems. DOA transitioned to VITA in July, 2004. At that time the staff associated with these functions became employees of VITA. DOA continues to monitor the performance of these functions, in conjunction with VITA.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,756,837	\$1,756,837	0.00	0.00
Total for Service Area	\$1,756,837	\$1,756,837	0.00	0.00

Objective: Ensure that agency systems are available for use by DOA customers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of time that major systems are available.	100%, June 2005.	95%, 2006 - 2008 biennium.

General Accounting

The Department of Accounts (DOA) maintains the official accounts for the Commonwealth in the Commonwealth Accounting and Reporting System (CARS). Deposit and disbursement transactions are entered by agencies on-line during the workday and computer edited against authorized spending levels in nightly batch runs. A daily reconciliation of the state's cash position in the books of the Comptroller to the books of the State Treasurer is performed. Various accounting reports are generated for use by agency and DOA staff to reconcile the accounts each day and identify and resolve any discrepancies that are identified. All disbursements of public funds must be processed through CARS. This service area also includes management of the state-aid-intercept program.

Appropriation Control

This service area involves the internal control procedures used by state government to enforce compliance with appropriation law. Following enactment of the Appropriation Act, two agencies become responsible for ensuring that appropriation law is followed. DPB authorizes the expenditure of appropriated funds through the allotment process, while DOA enforces this authorization through the automated edits and manual procedures that support the general ledger. This service area includes the preparation of year-end reconciliations that account for all expenditures as authorized in the Appropriation Act.

Support Locality Revenue Deposits

DOA has general oversight for deposit reconciliation for all sources of state revenue. However, a separate service involves the processing of deposits from local governments and the court system. Given the many different administrative environments found among local governments and the various state courts, DOA has assumed a higher level of processing responsibility for these deposits. Each month DOA handles an average of 33,000 local deposit certificates that account for between \$55 million and \$70 million in state receipts. Following a decentralization initiative begun in early 2003, entry of these deposit transactions into the central accounting system is largely executed by localities. A related responsibility is the monthly summarization and certification of recordation taxes, a portion of which are ultimately due to localities. This service also includes procedures for refunding forfeited bail bonds as ordered by a court.

Interest Calculation

Virginia statutory and appropriation law frequently allocates interest income earned by the Treasurer to specific non-general funds. This requires detailed calculations and record keeping necessary to allocate interest and demonstrate compliance with the related legal provisions.

Debt Setoff Program

Section 2.2-4806 of the Code authorizes the recovery of overdue debts owed the Commonwealth from suppliers for amounts to be paid for procured goods and services. This is a debt setoff program similar to that used by Tax to recover debts from state tax refunds. Since its inception in 1991 through FY 2002 this program has recovered in excess of \$47.8 million in overdue debts owed the Commonwealth.

Loan, Line of Credit and Grant Coordination

The Appropriation Act provides for intra-governmental loans and lines of credit from the Treasury to support state programs that are anticipating non-general funds from federal grants and contracts, bond sales, and similar situations. The Comptroller's office is responsible for development of procedures for agencies to follow in applying and justifying such requests. DOA must administer these financial transactions including interest calculation, timing of repayment, and proper accounting and reporting. This service includes the processing of state grants to non-state agencies as authorized by the Appropriation Act and regulated by DPB.

Financial Electronic Data Interchange (FEDI)

FEDI increases administrative efficiency and reduces costs through the replacement of check payments with automated transactions. The program was implemented in 1994. The Commonwealth has over eleven thousand trading partners accepting electronic payments including vendors, localities, state agencies/employees and grant recipients.

Revenue Report

A report is prepared monthly to report General Fund and Lottery revenue collections tracked against the latest official revenue forecast. Comparative data on the various revenue sources are provided reflecting actual revenues collected for the month and year-to-date compared to collections for the same period in the previous fiscal year. The percentage change in revenues for the month and year-to-date are also compared to the percentage change required by the revenue estimate.

Distributions to Local Governments

The State Comptroller is mandated by law to distribute certain funds to local governments. Such distributions include funds allocated to localities pursuant to the sales and use tax based upon school age population, a percentage of ABC profits based on total population, and recordation tax for which the total distribution is fixed but each locality's share is based upon their collections compared to total collections.

Personal Property Tax Relief Act (PPTRA)

DOA disburses funds to local governments pursuant to the Personal Property Tax Relief Act.

Agency Accounting/Internal Control Oversight

As the Commonwealth's central accounting agency, DOA develops and promulgate accounting and internal control policies and procedures. In this role, DOA oversees each agency fiscal office in the Commonwealth. These responsibilities include publication of the Commonwealth Accounting Policies and Procedures Manual, preparation and publication of year-end closing procedures, development of agency fiscal officer training, conducting quality control analytical procedures, and development of an agency risk management and internal control standards including best practices for internal control policies and procedures for state agencies.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,206,497	\$1,206,497	15.00	15.00
Transfer centrally funded amounts to agency budgets	\$91,698	\$91,698	0.00	0.00
Establish the Commonwealth Charge Card Rebate Fund	\$275,000	\$275,000	1.00	1.00
Total for Service Area	\$1,573,195	\$1,573,195	16.00	16.00

Objective: Ensure cash in CARS and cash in the Treasurer's system are reconciled.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of reconciliations occurring within one business day of each CARS edit.	100 %, FY 2005.	100%, 2006-2008 biennium.

Objective: Enhance Commonwealth Internal Controls.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Publication of a statewide directive on Enterprise Risk Management.	Publication of an ERM directive.	Publication of an ERM directive.

Objective: Execute fiscal year-end close.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Close the books of the Commonwealth by August 1 each year.	August, 2005.	August, 2006-2008 biennium.

Objective: Analyze and report general fund revenues.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of time the general fund revenue report is prepared within two business days after the CARS monthly close.	100%, FY2005.	100%, 2006-2008 biennium.

Objective: Process legislatively mandated distributions to localities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of distributions to local governments processed by legislated time frames.	100%, FY2005.	100%, 2006-2008 biennium.

Objective: Ensure compliance with original legislative appropriations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of time original legislative appropriations are recorded within 7 days.	100%, 2005.	100%, 2006-2008 biennium.

Disbursements Review

This service involves the promulgation and interpretation of policies, procedures and controls governing the disbursement of public funds, and the review of transactions prior to payment to ensure that policies and controls are being enforced by agency fiscal personnel. Disbursements review responsibility prior to payment has been largely delegated to individual agencies. Agency performance is monitored through periodic post-disbursement reviews and reported to the Governor and Cabinet. Several agencies are still required to submit documents to DOA for review to support all disbursements prior to payment. These agencies have either not demonstrated the capability to manage a delegated program or are small agencies for which the cost of delegation is greater than the efficiency benefits to be gained. A few agencies, primarily those that support elected officials, are considered too sensitive to delegate.

This service area also includes the Division of the State Internal Auditor who provides an effective and efficient method for state employees to report fraud, waste, and abuse through the administration of the State Employee Fraud, Waste, and Abuse Hotline. DOA also assists in the establishment, development, and maintenance of agency Internal Audit Programs through training and technical assistance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$545,414	\$545,414	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$39,873	\$39,873	0.00	0.00
<i>Strengthen Enterprise Risk Management in the Commonwealth</i>	\$138,742	\$138,742	2.00	2.00
Total for Service Area	\$724,029	\$724,029	10.00	10.00

Objective: Audit decentralized agencies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Conduct audits of decentralized agencies a minimum of once every two years.	Currently, audits are conducted on an irregular basis due to lack of staffing.	Conducting audits once every two years is the minimum necessary to ensure that agencies are complying with CAPP manual policies and procedures.

Objective: Administer the Fraud, Waste, and Abuse Hotline in accordance with Executive Order 24.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of the hotline cases assigned within two business days.	85%, 2005.	80%, 2006-2008 biennium.

Payroll Operations

The State Payroll Operations service area administers the central payroll system (CIPPS) and ensures and facilitates the calculation of payroll and benefits for state employees by agency payroll personnel. Most state employees are served by CIPPS, although the largest state-supported colleges and universities operate independent payroll systems. In addition to payroll related services, this unit is responsible for the state's charge card services (both purchasing and travel), compliance monitoring and reporting.

Agencies may calculate several payrolls on a weekly, biweekly, semimonthly or monthly basis or "as needed" to cover special situations and demands. About 1,300 payroll staff at over 200 agencies and institutions are granted secure access to the central payroll system. The distribution of pay is either by direct deposit (about 90% of all salaried employees) or by payroll check.

Employers are subject to severe financial penalties for inaccurate reporting of federal tax withholding. DOA deposits about \$195 million each quarter on behalf of over 200 state agency employers. This activity includes the administration of the Federal Automated Deposit program (FAD), preparation and electronic filing of quarterly withholding reports (IRS Form 941), preparation of year end filings for over 120,000 W-2 forms, electronic reporting to the IRS and the Social Security Administration, and preparation and filing of adjusted forms as needed (Forms 941C, W-2C, and W-3C).

Accounting and disbursements processing for benefits covers the deduction, reconciliation, disbursement and accounting for all amounts deducted from employee pay for both state benefit and supplemental deduction programs. The major benefit deductions include health care, Section 125 flexible spending accounts, and the Section 457 deferred compensation program. This service also includes the transmission of data to the VRS for retirement service credit recording, as well as the accounting of funds for employees who are eligible and have elected to participate in one of the three optional retirement programs offered in place of VRS. All deducted amounts are reconciled before the funds are disbursed to the appropriate receiving party. Deductions for other purposes are also supported including, CVC (charitable foundation contributions), U.S. Savings Bond purchases, child support orders, garnishment fees, dues for employee associations and premiums for supplemental insurance coverage and tax-deferred annuities.

The Small Purchase Charge Card Program (SPCC) was initiated in order to reduce the volume and cost of accounts payable transactions. The program was implemented in January 1, 1995 and offers state agencies and institutions an alternative payment method when making small purchases under \$5,000. A "gold card" program also enables certain types of purchases to be charged up to \$50,000. In 2005, over \$220 million was purchased under this program and the Commonwealth received over \$1.5 million in rebates from the charge card vendor. The program is currently being converted to a new Mastercard platform.

The travel charge card program is used by individuals who travel overnight more than two times a year to pay for official state travel expenses. Employees request and receive reimbursement for travel expenses as they complete travel, but must pay their travel charge card bills monthly. In 2005, 6,300 travel charge cards are in use.

This service area is responsible for the Report On Statewide Financial Management and Compliance. Each quarter DOA provides the Governor, Cabinet and Agency Heads with a comprehensive report on various measures used to monitor the degree to which agencies have complied with various accounting and financial management policies, procedures and standards of performance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$781,654	\$781,654	16.00	16.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$80,675	\$80,675	0.00	0.00
Total for Service Area	\$862,329	\$862,329	16.00	16.00

Objective: Maximize efficiency and minimize processing costs related to the Commonwealth Purchasing Card.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent that the Commonwealth procurement card charge volume increases.	5%, FY 2006.	5%, 2006-2008 biennium.

Objective: Process payroll requests timely.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of payrolls reviewed and processed by the final certification date.	100%, FY 2005.	100%, 2006-2008 biennium..

Objective: Manage payroll deductions.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of payroll deductions transmitted to the vendor timely.	100%, FY2005.	100%, 2006-2008 biennium.

Objective: Meet quarterly IRS reporting requirements and payment deadlines.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of the 941 reports transmitted in accordance with IRS deadlines.	100%, each quarter.	100%, each quarter in the 2006-2008 biennium.

Objective: Process employee W-2's timely.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of W-2's processed by the employee deadline of January 28.	100%, FY 2005.	100%, each year of the 2006-2008 biennium.

Financial Reporting

The Virginia Constitution requires that accounts be maintained and reported based on when cash is received and paid out. This service area involves ongoing reporting of cash activity in the state accounts throughout the year. DOA reports cash activity in state accounts throughout the year for the Governor, Secretary of Finance and General Assembly include the monthly report on the cash position of the Commonwealth. A general fund preliminary annual report is prepared by August 15 as required by law.

This service area produces the Comprehensive Annual Financial Report (CAFR) of the Commonwealth, which is audited by the Auditor of Public Accounts. Generally accepted accounting principals (GAAP) are promulgated by the Governmental Accounting Standards Board (GASB) and include the recognition of accrued assets and liabilities along with other non-cash accounting requirements. Planning, information gathering, and preparation of this report take approximately 6 1/2 months. In order to obtain all of the financial information necessary to prepare the CAFR, DOA issues the State Agency, Higher Education, and Component Unit Financial Statement Directives. These Directives provide guidance and assistance to State Agencies, Institutions of Higher Education, and Component units on the GAAP presentation of financial statement information.

This service area summarizes and simplifies the presentation of information contained in the Commonwealth's Comprehensive Annual Financial Report in a report often referred to as the "popular report." This report is intended to better inform the public about the Commonwealth's financial condition without excessive detail or the use of technical accounting terms. This service area also produces the Schedule of Expenditures of Federal Awards for inclusion in the Statewide Single Audit Report. The schedule is prepared in accordance with the requirements of OMB Federal Circular A-133.

The Code of Virginia (§2.2-4801 et seq., the Virginia Debt Collection Act) assigns DOA the responsibility to provide oversight reporting, and monitoring for the procedures used by state agencies to collect accounts receivable. Data on accounts receivable balances are compiled quarterly. These data are also used for the Comprehensive Annual Financial Report of the Commonwealth (CAFR) and the Report to the Citizens of the Commonwealth (PAFR).

This service area prepares two indirect cost allocation plans. The first is prepared in accordance with OMB Circular A-87 and is used by agencies entitled to recover indirect costs from federal grants and contracts. The plan is audited and approved by the federal government on behalf of the Commonwealth and recovered over \$190 million from federal sources in FY 2004. In addition, a second "full costing" plan is developed for DPB that supports the recovery of indirect costs borne by the General Fund on behalf of non-general funded agencies and programs. The Appropriation Act is used to recover these costs for the General Fund. In FY 2004, \$7.5 million was recovered for the General Fund through this program.

This service area accounts for all major land, building and equipment assets of the Commonwealth. Also included is the accounting for certain capital leases, which are reflected as assets in the Commonwealth financial statements. Typically about 40,000 fixed asset transactions are processed annually.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,195,589	\$1,195,589	16.00	16.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$88,174	\$88,174	0.00	0.00
Total for Service Area	\$1,283,763	\$1,283,763	16.00	16.00

Objective: Produce a quality Comprehensive Annual Financial Report (CAFR).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of consecutive years to receive an unqualified audit opinion and the Certificate of Excellence in Fin. Reporting.	18 years, FY 2005.	FY 2006- 19; FY 2007 - 20.

Objective: Ensure statewide compliance with the Prompt Payment Act.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Monitor vendor payments to determine which are paid by the due date.	DOA monitors vendor payments quarterly.	Continue monitoring vendor payments.

Objective: Develop statewide Indirect Cost Allocation Plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Develop a Full-Costing Statewide Indirect Cost Allocation Plan.	Annual, FY 2004. (In 2004, \$7.5 million was collected for the General Fund of the Commonwealth.)	Annual, 2006 - 2008 biennium.

Payroll Service Bureau

DOA operates a payroll service bureau that supports agency level payroll, leave, and certain human resource and benefit data entry activities for over 6,000 employees in 37 agencies. In addition to performing the processing responsibilities for payroll, leave accounting and benefit administration, the Payroll Service Bureau also prepares payroll related reconciliations such the monthly Healthcare reconciliation, the VRS reconciliation of retirement benefits, the administration of reciprocal taxing for non-Virginia state employees, the Quarterly and Annual Certifications of Taxable Wages and the Leave Liability Attachment to satisfy the financial reporting directive issued by DOA.

To support certain Human Resource policies relevant to payroll, the Bureau prepares and enters the monthly Employee Position Report (EPR) information and maintains the 1,500 Hour Wage Reporting for the participating agencies' wage employee rolls. It also prepares responses for any CIPPS/PMIS Exceptions that occur as a result of differences detected between PMIS and CIPPS.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$458,979	\$458,979	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$50,654	\$50,654	0.00	0.00
<i>Support the increased workload in the Payroll Service Bureau and the Fiscal Service Bureau.</i>	\$0	\$0	2.00	2.00
Total for Service Area	\$509,633	\$509,633	13.00	13.00

Objective: Provide high quality payroll, fringe benefit and leave administration services for agencies participating in the payroll service bureau.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Achieve a satisfactory ranking on the overall customer service survey for each agency served.	Achieve a satisfactory customer service ranking from all participating agencies.	Continue to receive a satisfactory service rating from all participating agencies.

Administrative and Support Services

DOA's administrative services section provide payroll, invoice processing/accounts payable and accounting reconciliation services in support of the Departments of Accounts, Treasury, and Planning and Budget. DOA staff provides accounts payable services to the State Council of Higher Education in Virginia, the Commonwealth Health Research Board & the Virginia Racing Commission.

DOA was among the first agencies to adopt an administrative service bureau that supports the routine technical aspects of administrative operations for more than one agency. To accomplish this, the DOA administrative services staff adopted a customer oriented approach to their work which emphasized quality attention to service needs regardless of whether the service was for DOA or another supported agency.

In order to provide uniform accounting procedures for state government, DOA publishes the Commonwealth Accounting Policies and Procedures Manual (CAPP). The CAPP is a four volume set of prescribed accounting practices which is used by all agencies of state government. A publications unit manages the frequent revisions to the CAPP which are required by changes in state or federal law, generally accepted accounting principals, or administrative policy. Starting in FY 2003, the CAPP manual is no longer printed, but is still updated regularly and posted on the internet.

This service area also publishes other documents, such as the Quarterly Report, that require high quality finishing and numerous copies to be distributed. In addition to printed items, the publishing unit utilizes the DOA Web Page as a means of making DOA publications electronically accessible. This technique significantly reduces the production and distribution costs for DOA, particularly for very lengthy publications such as the Comprehensive Annual Financial Report (CAFR).

This service area also manages the process of Line of Duty claims for the Commonwealth. DOA is responsible for making lump sum payments to the beneficiaries of certain public safety personnel (e.g., police, fire, rescue) who die from work-related causes and an increasing number of monthly payments for health insurance for disabled public safety personnel injured in the line of duty and their spouses and dependents.

Code § 2.2-814 requires the Comptroller be served for claims against the Commonwealth whenever the specific responsible state official cannot be determined.

DOA's public records unit is the official repository for all documents pertaining to cash deposit and disbursement transactions, unless that responsibility has been delegated by the Comptroller pursuant to the decentralization initiative described earlier. The public records unit has been steadily reducing in size as decentralization moved forward. However, a residual responsibility will remain for the storage of records pertaining to non-decentralized agencies, including those of elected officials, and for the records generated by DOA's own central processing activity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,078,965	\$1,078,965	15.00	15.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$83,313	\$83,313	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$38,330	\$32,546	0.00	0.00
<i>Provide one position for the Line of Duty Program</i>	\$74,295	\$69,295	1.00	1.00
Total for Service Area	\$1,274,903	\$1,264,119	16.00	16.00

Objective: Manage service bureau agencies in accordance with state policies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent compliance with the Prompt Payment Act.	99%, 2005.	Greater than 95%, 2006-2008 biennium.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management Scorecard categories marked as meets expectations for agency.	100%, FY 2005	100%, 2006-2008 biennium.

Department of Accounts Transfer Payments

Mission Statement

To provide financial assistance to the localities and to administer the Revenue Stabilization Fund, Virginia Education Loan Authority Reserve Fund, and the Line of Duty Act as required by the Code of Virginia.

Agency Goals:

- Process transfers/payments in a timely and efficient manner meeting Code requirements.

Customers Served:

- Localities-ABC net profits and Wine Tax
- Line of Duty claimants - Death Benefits
- Line of Duty claimants - Health Insurance Benefits
- Localities-Rolling Stock
- Localities- Recordation Tax
- Localities-Sales Taxes for qualified facilities
- Student Loan holder
- Localities - Tennessee Valley Authority

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$0	\$0	\$0	\$0	0.00
FY 2004	\$0	\$0	\$0	\$0	\$0	0.00
FY 2005	\$191,568,057	\$2,044,778	\$193,612,835	\$0	\$193,612,835	0.00
FY 2006	\$240,546,113	\$2,044,778	\$242,590,891	\$0	\$242,590,891	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$240,546,113	\$2,044,778	\$242,590,891	\$0	\$242,590,891	0.00
FY 2007 Addenda	(\$178,444,049)	(\$1,000,000)	(\$179,444,049)	\$0	(\$179,444,049)	0.00
FY 2007 TOTAL	\$62,102,064	\$1,044,778	\$63,146,842	\$0	\$63,146,842	0.00
FY 2008 Base Budget	\$240,546,113	\$2,044,778	\$242,590,891	\$0	\$242,590,891	0.00
FY 2008 Addenda	(\$175,772,837)	(\$1,000,000)	(\$176,772,837)	\$0	(\$176,772,837)	0.00
FY 2008 TOTAL	\$64,773,276	\$1,044,778	\$65,818,054	\$0	\$65,818,054	0.00

Agency Summary of Recommended Operating Budget Addenda

► Eliminate funding for Revenue Stabilization Fund deposit

Eliminates one-time funding for the Revenue Stabilization Fund deposit. For each year, a reduction of \$181.9 million (GF).

► Reduce nongeneral fund appropriations for the Edvantage Reserve Fund

Reduces nongeneral fund appropriations for the Edvantage Reserve Fund. The appropriations are not anticipated to be needed. For each year, a reduction of \$1.0 million (NGF).

► Provide additional funding for line of duty program

Increases funds for payments under the Line of Duty Act, which provides for death benefit payments and health insurance benefits for certain deceased or disabled public safety officers. The additional funds are needed to meet increased costs associated with the program, primarily related to health insurance benefit payments. For 2007, \$3.5 million (GF). For 2008, \$6.2 million (GF).

Agency Service Areas:

Distribution of Alcoholic Beverage Control Profits

Distribution of ABC net profits to the localities as certified to DOA by ABC.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,150,000	\$4,150,000	0.00	0.00
Total for Service Area	\$4,150,000	\$4,150,000	0.00	0.00

Objective: Complete Alcoholic Beverage Control profit transfers to the localities in a timely and efficient manner meeting the Code requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Alcoholic Beverage Control profit transfers made in an accurately and timely manner	100% of FY 2005	100% for FY 2007

Distribution of Wine Taxes

Distribution of Wine taxes to the localities as certified by ABC to DOA.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,350,000	\$4,350,000	0.00	0.00
Total for Service Area	\$4,350,000	\$4,350,000	0.00	0.00

Objective: Complete wine tax transfers to the localities in a timely and efficient manner meeting the Code requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of wine tax transfers made in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Distribution of Rolling Stock Taxes

Distribution of Rolling Stock taxes to the localities as certified by the Department of Taxation to DOA.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,600,000	\$5,600,000	0.00	0.00
Total for Service Area	\$5,600,000	\$5,600,000	0.00	0.00

Objective: Complete rolling stock tax transfers to the localities in a timely and efficient manner meeting the Code requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of rolling stock tax transfers made in a accurate and timely manner	100% of FY 2005	100% for FY 2007

Distribution of Recordation Taxes

Distribution of Recordation taxes to the localities as certified by Tax to DOA.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$40,000,000	\$40,000,000	0.00	0.00
Total for Service Area	\$40,000,000	\$40,000,000	0.00	0.00

Objective: Complete recordation tax transfers to the localities in a timely and efficient manner meeting the Code requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of recordation tax transfers made in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Distribution of Sales Tax Revenues from Certain Public Facilities

Distribution of Sales tax revenues from qualified public facilities to the localities as certified by Tax to DOA.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$620,000	\$620,000	0.00	0.00
Total for Service Area	\$620,000	\$620,000	0.00	0.00

Objective: Complete transfer of sales tax revenues from certain public facilities to the appropriate localities in a timely and efficient manner meeting the Code requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of transfers of sales tax revenues from certain public facilities made in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Distribution of Tennessee Valley Authority Payments in Lieu of Taxes

Distribution of Tennessee Valley Authority Payments in lieu of taxes to the localities as certified by Tax to DOA.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$80,000	\$80,000	0.00	0.00
Total for Service Area	\$80,000	\$80,000	0.00	0.00

Objective: Complete transfer of Tennessee Valley Authority payments in lieu of taxes to the appropriate localities in a timely and efficient manner meeting the Code requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of transfers of Tennessee Valley Authority payments in lieu of taxes transfers made in an accurate and timely manner.	100% of FY 2005	100% for FY 2007

Payments to the Revenue Stabilization Fund

Make payment into the Revenue Stabilization Fund as required by the COV and certified by the APA.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$181,936,113	\$181,936,113	0.00	0.00
<i>Eliminate funding for Revenue Stabilization Fund deposit</i>	(\$181,936,113)	(\$181,936,113)	0.00	0.00
Total for Service Area	\$0	\$0	0.00	0.00

Objective: Make payments into the Revenue Stabilization Fund by the required due date meeting Code requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of payments made into the Revenue Stabilization Fund in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Loan Servicing Reserve Fund

Administration of VELA Loan Reserve Fund.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$544,778	\$544,778	0.00	0.00
Total for Service Area	\$544,778	\$544,778	0.00	0.00

Objective: To address any claims against the Virginia Education Loan Authority fund.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Virginia Education Loan Authority claims handled in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Edvantage Reserve Fund

To make loan payments in case of default by student loan holder.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,500,000	\$1,500,000	0.00	0.00
<i>Reduce nongeneral fund appropriations for the Edvantage Reserve Fund</i>	(\$1,000,000)	(\$1,000,000)	0.00	0.00
Total for Service Area	\$500,000	\$500,000	0.00	0.00

Objective: To process payments for defaults from the Edvantage Reserve Fund to make the lending institution whole.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Edvantage Reserve Fund payments made in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Death Benefit Payments Under the Line of Duty Act

To provide to surviving spouses a death benefit payment for claimants that qualify for benefits under the Line of Duty Act.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$750,000	\$750,000	0.00	0.00
Total for Service Area	\$750,000	\$750,000	0.00	0.00

Objective: To process Line of Duty death benefit claims and payments in a timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Line of Duty death benefit claims processed in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Health Insurance Benefit Payments Under the Line of Duty Act

To provide to health insurance benefits to claimants that qualify for benefits under the Line of Duty Act.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,060,000	\$3,060,000	0.00	0.00
<i>Provide additional funding for line of duty program</i>	\$3,492,064	\$6,163,276	0.00	0.00
Total for Service Area	\$6,552,064	\$9,223,276	0.00	0.00

Objective: To process Line of Duty health insurance claims and payments in a timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Line of Duty health insurance claims processed in an accurate and timely manner	100% of FY 2005	100% for FY 2007

Department of Planning and Budget

Mission Statement

The Department of Planning and Budget advises the Governor on how to wisely use public resources for the benefit of all Virginians by analyzing, developing, and carrying out various fiscal, programmatic, and regulatory policies.

Agency Goals:

- Protect the Commonwealth's fiscal integrity through state of the art financial management.
- Provide objective, accurate, and timely information with respect to planning, analysis, and evaluation of the Commonwealth's fiscal, legislative, and regulatory policies.
- Continue to strengthen communications and relationships between DPB and state policy decision-makers, program managers, certain external groups, and the general public.
- Ensure that DPB attracts and retains highly qualified an energetic individuals to carry out the mission of the agency.

Customers Served:

- Governor
- Governor's Secretaries and Deputy Secretaries
- Governor's Policy staff
- General Assembly members
- General Assembly (money committee) staff
- State agencies
- Council on Virginia's Future (members)
- Commonwealth Competition Council (members)

Customers Served:

- Participants in the rulemaking process (members of public interest and regulated communities, members of the legal community)
- DPB staff
- General Public

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$4,957,795	\$0	\$4,957,795	\$5,088,855	(\$131,060)	66.00
FY 2004	\$4,608,962	\$0	\$4,608,962	\$4,174,274	\$434,688	64.00
FY 2005	\$5,551,734	\$250,000	\$5,801,734	\$5,018,489	\$783,245	67.00
FY 2006	\$7,002,532	\$250,000	\$7,252,532	\$5,255,397	\$1,997,135	68.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$7,002,532	\$250,000	\$7,252,532	\$5,099,482	\$2,153,050	68.00
FY 2007 Addenda	\$1,197,525	\$0	\$1,197,525	\$669,137	\$528,388	2.00
FY 2007 TOTAL	\$8,200,057	\$250,000	\$8,450,057	\$5,768,619	\$2,681,438	70.00
FY 2008 Base Budget	\$7,002,532	\$250,000	\$7,252,532	\$5,099,482	\$2,153,050	68.00
FY 2008 Addenda	\$1,196,570	\$0	\$1,196,570	\$669,137	\$527,433	2.00
FY 2008 TOTAL	\$8,199,102	\$250,000	\$8,449,102	\$5,768,619	\$2,680,483	70.00

Agency Summary of Recommended Operating Budget Addenda

▶ Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$418,082 (GF).

▶ Transfer funding for the Council on Virginia's Future from Central Appropriations

Transfers the operating funding for the Council on Virginia's Future from Central Appropriations to the Department of Planning and Budget which acts as the fiscal agent for the Council. These funds are used to cover the cost of Council meetings, consulting fees, and other activities of the Council. For each year, \$500,000 (GF).

▶ Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers' compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$21,659 (GF). For 2008, \$20,704 (GF).

▶ Add funding and two positions due to workload changes

Provides resources and positions to respond to additional workload due to changes in responsibilities and agency statutory requirements. For 2007, \$257,784 (GF) and two positions. For 2008, \$257,784 (GF).

Agency Service Areas:

Budget Development and Budget Execution Services

This service area consists of two components – budget development and budget execution. The two work in tandem to produce Virginia's biennial budget and subsequent amended budgets. Each one is described below in detail and mandated by Section 2.2-1501 of the Code of Virginia. Both include operating and capital budgets.

Budget development is the methodical process used to create the Governor's executive budget. In general, the biennial budget development process begins in spring with the preparation of budget instructions for state agencies. This initial phase is followed by a second in September or October whereby funding requests for new initiatives are submitted by state agencies to the Department of Planning and Budget (DPB) for analysis and evaluation. This second phase also requires DPB staff to make forecasts of major

budget drivers. Both phases are essential for making recommendations to the Governor on funding issues and levels. They lead to the production of the budget document, budget bill, budget press package, and subsequent executive amendments, if necessary. Thereafter, budget development is directed toward analyzing the General Assembly’s committee and conference amendments. This effort assists the Governor in taking actions for the reconvened General Assembly session (amendments and item vetoes) and actions on the re-enrolled budget bill. Budget development concludes in late April or early May upon signing of the budget by the Governor.

Budget execution is the implementation component of Virginia’s budget process that allows state agencies to spend appropriations. Within this component, appropriations and allotments are reviewed and approved, expenditures are monitored, and instructional guidance is issued to state agencies on matters such as year-end close and new-year start-up. Budget execution also includes the preparation of decision briefs that are used in making certain budgetary decisions. Although much of budget execution follows budget development, it is a year-round activity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,228,172	\$4,228,172	47.10	47.10
<i>Transfer centrally funded amounts to agency budgets</i>	\$296,905	\$296,905	0.00	0.00
<i>Add funding and two positions due to workload changes</i>	\$257,784	\$257,784	2.00	2.00
Total for Service Area	\$4,782,861	\$4,782,861	49.10	49.10

Objective: Develop a financially balanced and structurally sound budget for Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
One-time general fund revenues and savings actions in the introduced budget as a percent of proposed general fund spending	4.48 percent in FY 2005	Less than 10 percent
Number of contingent appropriations in budget	5 for 2004-2006 biennium	1 for economic contingency
Percent of new budget initiatives in the budget bill with specified performance measures or outcomes.	Baseline data available in Spring 2006	100 percent

Objective: Ensure timely and accurate actions in executing the state budget.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of FATS transaction per 1,000 transactions that hit the error file	6.27 per 1,000 transactions in FY 2005	5 per 1,000 transactions
Rating of budget execution instructions by state agencies	Baseline data available in Fall 2006	Good to Excellent
Administratively approved special fund and dedicated special fund operating appropriations as percent of the total special fund and dedicated special fund operating appropriations in the Appropriation Act each year.	4.33 percent for FY 2005	5 percent

Objective: Demonstrate fairness and openness in the budget development process.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rating of budget development process by the Governor and cabinet	Baseline data available in Spring 2006	Good to Excellent
Rating of budget development instructions by state agencies	Baseline data available in October 2006	Good to Excellent

Objective: Conduct timely and comprehensive analyses of the federal budget.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rating of DPB federal budget analysis by the Governor and cabinet officials	Baseline data available in September 2006	Good to Excellent

Legislation and Executive Order Review Service

The legislation review portion of this service area provides information to enable the Governor and members of the General Assembly to assess proposed legislation and to make informed decisions regarding budget, regulatory, and policy issues. It also helps the Governor and General Assembly provide adequate resources to implement statutory changes that have a fiscal impact. The service produces an electronic fiscal impact statement system (EFIS) that makes fiscal impact statements readily available to the public.

Legislative review is not mandated within DPB's codified responsibilities. It was, however, originally assigned to the agency in a 1975 executive order. The legislative review process begins in July and runs through April, with most work occurring in the January-April period.

The executive order portion of this service area deals with the coordination of the executive order process. DPB drafts or reviews most orders before issuance, ensures consistency of format, style and language, and aids in the distribution of final orders to affected Cabinet secretaries and other interested parties. DPB also maintains an inventory of all executive orders so it can track when orders are due to expire and call them to the attention of the Governor's Office and Cabinet Secretaries to determine if expiring orders should be renewed, revised, or allowed to expire.

Executive Order review is not mandated within DPB's codified responsibilities. It was, however, originally assigned to the agency at the request of the Office of the Governor. Between 25 and 40 new Governor's executive orders are issued annually, with most orders distributed during the beginning of a new Governor's term. Executive Orders Service is a year-round activity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$55,772	\$55,772	0.50	0.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$4,114	\$4,114	0.00	0.00
Total for Service Area	\$59,886	\$59,886	0.50	0.50

Objective: Provide accurate, timely analysis of the fiscal and related impacts of legislation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of bills with fiscal impact statements issued	63.5 percent in the 2005 session.	75 percent
Percentage of enacted legislation with fiscal impacts funded in Appropriation Act	Baseline data to be provided in June 2006	100 percent
Satisfaction of the Governor's policy staff with the quality and timeliness of the legislative process as reflected in an annual e-mail survey	Baseline data to be provided June 2006	Good to Excellent

Objective: Coordinate and oversee the development and issuance of Governor's executive orders as directed by the Office of the Governor.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Executive Orders reviewed	80 percent in FY 2005	100 percent
Satisfaction of the Governor's policy staff with the quality and timeliness of the Executive Order process as reflected in an annual e-mail survey	Baseline date available in December 2005	Good to Excellent

Forecasting and Regulatory Review Service

The department is required by statute to evaluate the economic impact of regulations and to ensure that state agencies write regulations that are clear, necessary, and enforceable. DPB advises the Governor on whether regulatory proposals are unnecessarily costly or intrusive. The process is interactive and iterative. It includes the maintenance of a web-based system (Virginia Regulatory Town Hall) for managing and tracking regulatory activity as well as providing the public access to regulatory information.

The department also develops in-house forecasts for several major state programs (e.g., Medicaid expenditures, correctional facilities population, involuntary mental commitment expenditures, etc.). These forecasts are provided to decision makers for use in budget development and long range planning.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$588,554	\$588,554	7.15	7.15
<i>Transfer centrally funded amounts to agency budgets</i>	\$45,988	\$45,988	0.00	0.00
Total for Service Area	\$634,542	\$634,542	7.15	7.15

Objective: Analyze the economic impact of proposed regulations

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of economic impact analyses that are completed on or before the statutory deadline	41 percent	90 percent

Objective: Facilitate stakeholder participation in developing regulations

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The frequency by which the Virginia Regulatory Town Hall is accessed	3,596,672 (August - November 2005)	2% increase in the number of hits each year.

Objective: Develop forecasts for major state programs for planning and budgeting purposes

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Accuracy of Medicaid forecasts	Actual Medicaid expenditures exceeded forecasts by .8% in FY2003. In FY2004, Actual Medicaid expenditures exceeded forecasts by .4%.	Actual Medicaid expenditures will fall within +/-3% of the consensus forecast.
Accuracy of Public Safety forecasts	Actual values for the DOC new core commitment streams exceeded forecasts by 7.54% in FY2003. In FY2004, Actual values for the DOC new core commitment streams fell short of forecasted values by 5.1%.	Actual public safety admission and population values will fall within +/-10% of DPB forecasts. Percentage error will be an average of all public safety forecast streams weighted by inmate populations.

Program Evaluation Services

The Program Evaluation Services includes Best Management Practice studies, School efficiency reviews, and support for the Commonwealth Competition Council.

Best Management Practice studies analyze managerial and programmatic issues and present recommendations to ensure effective and efficient outcomes for the citizens of Virginia. These studies serve as the primary program evaluation instrument for the executive branch.

School efficiency reviews are part of the overall Education For A Lifetime initiative. The purpose of the reviews is to identify savings that can be gained through best practices in organization, service delivery, human resources, facilities, finance, transportation, technology management and other non-instructional areas, thereby allowing local school divisions to divert administrative savings back into the classroom for an even greater investment in the children of Virginia. Business practices that appear to be more efficient than those found elsewhere are also documented and shared with other school divisions across the Commonwealth.

Support for the Commonwealth Competition Council (CCC) includes staffing and operational support through the following:

- documenting and validating savings recommendations,
- providing logistical support for all CCC activities,
- preparing required reports and presentations, and
- maintaining the CCC website.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,968,886	\$1,968,886	8.15	8.15
<i>Transfer centrally funded amounts to agency budgets</i>	\$41,808	\$41,808	0.00	0.00
<i>Transfer funding for the Council on Virginia's Future from Central Appropriations</i>	\$500,000	\$500,000	0.00	0.00
Total for Service Area	\$2,510,694	\$2,510,694	8.15	8.15

Objective: To identify opportunities to make executive branch agency operations more efficient and effective through objective evaluation of programs and processes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Acceptance rate of recommendations	Baseline data to be provided by December 2006.	Acceptance of 90 percent of recommendations by end of 12 month period.

Objective: Identify ways for local school divisions to save money in non-instructional areas.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Net savings identified in school efficiency reviews as a percentage of total operating budgets in studied divisions	1.87 percent	2.5 percent
Acceptance rate of recommendations	91.5 percent	95 percent

Objective: To identify best practices that can be shared among local school divisions to improve their efficiency.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of practices or processes captured per study that demonstrate an excellent or unique way to manage a business issue or to administer a policy	8.3 percent	10 percent

Objective: Provide staffing and operational support to the Commonwealth Competition Council in its evaluation of competitive opportunities for the executive branch of state government.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Dollar value of recommended savings	\$350,000 based on CCC savings recommendations	\$450,000 CCC recommendations

Administrative Services

This service area consists of three primary subunits: employee relations, fiscal services, and facilities management.

Employee relations provides a wide range of personnel services to the agency. Services include benefits administration, payroll coordination, state/federal policy interpretations, employee performance evaluations, position classification reviews, and employee development/training opportunities. (Although administrative services coordinates payroll activity, the Department of Accounts keys and processed the agency's payroll, including the reporting of wage data to the federal government.) Employee relations also develops the agency's workforce plan, which describes and analyzes staff issues, projects attrition, and forecasts future staffing needs.

Fiscal services provides accounting, budgeting, and procurement services to the agency. Invoices and purchase orders are processed and reconciled in a manner consistent with standards established by the Commonwealth Accounting and Reporting System, vendor Prompt Pay, eVA (electronic procurement), and the Agency Procurement and Surplus Property Manual. Budgeting/expenditure services are also provided to ensure that expenditures are always within allotted appropriation levels.

Facilities management provides space allotments, renovations, and communication coordination in the agency. It is also responsible for problem resolution on matters that affect employees such as safety/security and comfort in the work environment. Further, it coordinates actions (mandates, directives, changes, etc.) initiated by the Virginia Information Technologies Agency.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$411,148	\$411,148	5.10	5.10
<i>Transfer centrally funded amounts to agency budgets</i>	\$29,267	\$29,267	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$21,659	\$20,704	0.00	0.00
Total for Service Area	\$462,074	\$461,119	5.10	5.10

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of scorecard categories marked as "meet expectations" for the agency	100% of scorecard categories met expectations in 2005	100% of scorecard categories meets expectations

Department of Taxation

Mission Statement

The Virginia Department of Taxation's mission is to serve the public by administering the tax laws of the Commonwealth of Virginia with integrity, efficiency, and consistency.

Agency Goals:

- Provide Accurate and Timely Analyses of Tax Related Issues, Effectively Resolve Complex Technical Issues, and Monitor Tax Issues Nationally.
- Ensure That Virginia Citizens and Businesses Understand and Comply with Virginia Tax Obligations as Prescribed by Law.
- Ensure Customer Satisfaction.
- Implement innovative technologies for core business services to maximize operational efficiency and effectiveness.
- Provide for the effective performance of TAX personnel.
- Provide Valuation and Assessment Assistance to Localities.

Customers Served:

- Taxpayers of the Commonwealth
- Governor's Office
- General Assembly
- Attorney General's Office

Customers Served:

- IRS / Professional Associations
- Federal/ State/ Local Governments
- Agency Management / Employees
- State Agencies
- Localities
- Local Assessing Officers
- Tobacco Wholesalers
- Cigarette Stamping Agents
- Motor Fuel Districts

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$62,525,152	\$41,742,735	\$104,267,887	\$46,056,898	\$58,210,989	916.00
FY 2004	\$64,066,688	\$41,742,735	\$105,809,423	\$51,735,028	\$54,074,395	918.50
FY 2005	\$81,690,979	\$32,605,335	\$114,296,314	\$54,030,867	\$60,265,447	935.50
FY 2006	\$81,425,023	\$21,476,094	\$102,901,117	\$55,169,734	\$47,731,383	908.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$81,425,023	\$21,476,094	\$102,901,117	\$55,955,650	\$46,945,467	908.50
FY 2007 Addenda	\$4,645,128	(\$9,933,597)	(\$5,288,469)	\$5,225,010	(\$10,513,479)	14.00
FY 2007 TOTAL	\$86,070,151	\$11,542,497	\$97,612,648	\$61,180,660	\$36,431,988	922.50
FY 2008 Base Budget	\$81,425,023	\$21,476,094	\$102,901,117	\$55,955,650	\$46,945,467	908.50
FY 2008 Addenda	\$4,566,648	(\$12,433,597)	(\$7,866,949)	\$5,293,807	(\$13,160,756)	14.00
FY 2008 TOTAL	\$85,991,671	\$9,042,497	\$95,034,168	\$61,249,457	\$33,784,711	922.50

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$4.0 million (GF) and \$349,762 (NGF).
- ▶ **Fund costs related to reporting on retail sales and use tax exemptions**
Provides positions and funding to support one additional tax policy analyst and one economist to conduct the necessary analysis and prepare the annual report on the fiscal, economic, and policy impacts of all miscellaneous and nonprofit retail sales and use tax exemptions required by legislation enacted by the 2005 General Assembly. For 2007, \$137,400 (GF) and two positions. For 2008, \$135,530 (GF).
- ▶ **Administer the Land Preservation Tax Credit**
Provides additional positions and funding to administer provisions of the Land Preservation Tax Credit. The funds will also be used for independent appraisals. For 2007, \$327,573 (GF) and two positions. For 2008, \$338,334 (GF).
- ▶ **Increase funding for the State Land Evaluation Advisory Commission**
Provides additional funding to cover one-time costs associated with developing a new program to calculate agricultural and horticultural use values, and to support a part-time research specialist to assist in the development and use of cost of production budgets in the use-value program. For 2007, \$130,400 (GF). For 2008, \$45,700 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, a decrease of \$359,625 (GF). For 2008, a decrease of \$346,961 (GF).

► **Transfer non-participating tobacco manufacturers to the Office of the Attorney General**

Transfers the agency's responsibilities in the enforcement of the Master Settlement Agreement to the Office of the Attorney General. For each year, a reduction of \$320,845 (GF).

► **Initiate new and enhanced compliance initiatives**

Provides funds to initiate new and enhanced compliance programs to increase tax revenue collections. The new and enhanced programs will include increased audit program efforts. Revenue estimates include an estimate of \$15.8 million from this initiative in this biennium. For 2007, \$710,345 (GF) and 10 positions. For 2008, \$695,010 (GF).

► **Align nongeneral fund appropriation with expenditures**

Adjusts nongeneral fund appropriation to reflect estimated final payments to CGI-AMS, the department's private partner in the existing Public-Private Partnership. The fund source is balances in the Technology Partnership Fund. For 2007, a decrease of \$10.3 million (NGF). For 2008, a decrease of \$12.8 million (NGF).

► **Modify application of "true object test"**

Requires the department to modify its usage of the "true object test" with respect to government contractors. Beginning effective July 1, 2006 the department shall make the taxability determination regarding the true object of the transaction entered into by a government contractor with the government entity based upon the true object of each separate "work order", "statement of work" and "task order," rather than the true object of the underlying contract between the government entity and such contractor.

Agency Service Areas:

Tax Policy Research and Analysis

- This area provides research, revenue estimation and analysis of legislation and state and local tax topics for which a report is required by law, executive or legislative request.
- This area develops and implements tax policy for the benefit of TAX customers, employees and stakeholders.
- This area implements tax legislation by promulgating regulations and issuing rulings, tax bulletins and other public documents addressing issues of first impression.
- This area also monitors developments in Congress and other states that may affect Virginia tax revenue.
- The analysis included in its work product provides explanations, revenue data, and other information to ensure that the reader understands the tax and budget issues involved in the subject of each document, and is provided with the data and alternatives necessary to make an informed decision.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,153,250	\$1,153,250	16.00	16.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$44,953	\$44,953	0.00	0.00
<i>Fund costs related to reporting on retail sales and use tax exemptions</i>	\$137,400	\$135,530	2.00	2.00
Total for Service Area	\$1,335,603	\$1,333,733	18.00	18.00

Objective: Provide a fiscal impact statement before state and local tax legislation is considered by the Legislative Branch.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of fiscal impact statements provided to the House or Senate Finance Committee before consideration.	Not Available-TAX has provided timely fiscal impact statements in the past, although timeliness has not been specifically tracked.	100% timely submissions during the session.

Objective: Develop regulations required to explain more fully complex tax statutes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of regulations that have been reviewed within 12 months.	Not Available-TAX has approximately 700 regulations in effect. Most were adopted in 1984 and many have not been substantively changed since (except for recodification into the Administrative Code).	By June 30, 2006, 100% of the regulations currently in effect determined to be obsolete or unnecessary will be repealed.

Objective: Provide ongoing support to legislative studies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of requests for policy and fiscal analyses for which a response was provided.	Not Available-The Section currently responds to all requests for policy and fiscal analysis received from legislative and executive branch personnel, but does not formally track them.	Respond to 100% of the requests.

Appeals and Rulings

The Appeals and Rulings unit performs the dispute resolution function for TAX by resolving administrative appeals and offers in compromise that primarily arise through field audits or desk examinations of taxpayer records. This service area also provides staff support to the Tax Commissioner in the development of new policy and the Attorney General's Office in suits brought against TAX.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$929,257	\$929,257	14.00	14.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$44,953	\$44,953	0.00	0.00
Total for Service Area	\$974,210	\$974,210	14.00	14.00

Objective: Accurately and timely issue rulings on appeals of local taxes and advisory opinions.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of open local tax cases less than 120 days old.	As of June 1, 2005, 65% (13 out of 20) of all active local tax cases were less than 120 days old.	75% of local tax cases less the 120 days old.

Objective: Accurately and timely resolve appeals of state tax issues, issue rulings, and provide support to the Office of the Attorney General on tax litigation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of open individual income tax appeals less than 120 days old.	As of June 1, 2005, 52% (16 out of 31) of all individual income tax cases were less than 120 days old. As of June 1, 2005, 44% (72 out of 164) of all sales tax cases were less than 120 days old.	75% of appeals less the 120 days old.

Revenue Forecasting

Revenue Forecasting is responsible for preparation of the forecast of the Virginia Economy and General Fund revenue estimates; responsible for preparing a six-year forecast of the Commonwealth's transportation revenues; estimates the reimbursements to localities under the Personal Property Tax Relief Act; and responsible for providing a six-year forecast of the Department of Motor Vehicle's (DMV) operating revenues.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$650,841	\$650,841	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$44,953	\$44,953	0.00	0.00
Total for Service Area	\$695,794	\$695,794	6.00	6.00

Objective: Accurately forecast general fund revenue.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage variance on the forecast.	Official forecast, FY05- 4.1%, FY04 – 2.8%, FY03 – 0.6%, FY02 - -2.2%, FY01 - -0.7%, FY00 – 0.1%	The official forecast is within 2 percent of actual collections.

Tobacco Master Settlement Agreement Enforcement

Provides support to the Office of the Attorney General (OAG) for oversight responsibilities under the Master Tobacco Settlement Agreement (MSA) and the Non-Participating Manufacturer (NPM) statute. Also supports the OAG in the diligent enforcement of the NPM statute.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$309,078	\$309,078	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$30,845	\$30,845	0.00	0.00
<i>Transfer non-participating tobacco manufacturers to the Office of the Attorney General</i>	(\$320,845)	(\$320,845)	0.00	0.00
Total for Service Area	\$19,078	\$19,078	4.00	4.00

Objective: Support the Office of the Attorney General in the enforcement of the Tobacco Master Settlement Agreement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of total number of complete NPM reports provided versus total number of NPM reports.	100% of complete NPM reports.	Maintain current baseline.

Tax Return Processing

Tax Return Processing (Channel) processes state tax returns and payments to include opening and screening return and payment mail, capturing tax return and payment data to post to taxpayer accounts, and resolving errors made in the preparation of returns and payments. Besides processing this area also designs the tax forms for returns. In addition, this service area provides individual electronic filing and promotes the use of available electronic services in the administration of state taxes.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,147,020	\$11,147,020	158.50	158.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$387,366	\$387,366	0.00	0.00
Total for Service Area	\$11,534,386	\$11,534,386	158.50	158.50

Objective: Issue individual income tax refunds within 12 days of receipt of the return.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timeframes are measured from receipt of return to refund issuance.	Through both June 3, 2005 and June 30 2004, 96% of refunds were issued in twelve days or fewer.	Issue at least 90% of refunds within 12 days.

Objective: Increase electronic interactions with citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the joint federal-state electronic filing program participation annually.	Through June of 2005 returns had grown 18% over June of 2004.	5% growth
Increase taxpayer interactions through TAX's new electronic channels.	No current baseline	5% growth

Customer Services

Customer Services provides guidance information to the taxpayers of Virginia through the Customer Service Contact Center. The office, composed of more than 120 employees, provides assistance via the telephone, correspondence, the Internet, and in person. In calendar year 2004 the office handled:

- 605,253 Phone calls
- 146,328 Pieces of correspondence
- 48,040 E-mails
- 12,595 Secure Messages

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,275,161	\$8,275,161	130.00	130.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$649,547	\$649,547	0.00	0.00
<i>Administer the Land Preservation Tax Credit</i>	\$327,573	\$338,334	2.00	2.00
Total for Service Area	\$9,252,281	\$9,263,042	132.00	132.00

Objective: Respond to taxpayer inquiries in a timely manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of calls handled versus total calls offered.	Service level is 80%	Handle 80% of incoming phone calls
Average mail turnaround time.	11 days - Correspondence at the end of any quarter in FY05 averaged no more than 11.3 days	Maintain average mail turnaround time at no more than 25 days at the end of each quarter.

Compliance Audit

Compliance Audit's program is designed to ensure compliance with the tax laws through automated and manual examination of taxpayer records and returns.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,539,871	\$15,539,871	252.00	252.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$657,628	\$657,628	0.00	0.00
<i>Initiate new and enhanced compliance initiatives</i>	\$710,345	\$695,010	10.00	10.00
Total for Service Area	\$16,907,844	\$16,892,509	262.00	262.00

Objective: Maintain core audit programs at current levels.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of field audit cases closed.	Three year average of field audit cases closed - 2,962.	Maintain or exceed the three year average.
Number of desk audit cases created.	Three year average of new desk audit cases created equals 262,306.	Maintain or exceed the three year average of desk audit cases created.

Compliance Collections

Compliance collections is dedicated to the task of identifying and collecting delinquent state taxes from both individuals and businesses that fail to satisfy tax obligations imposed by statute.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,537,976	\$16,537,976	169.00	169.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$723,444	\$723,444	0.00	0.00
Total for Service Area	\$17,261,420	\$17,261,420	169.00	169.00

Objective: To efficiently and effectively resolve state tax delinquencies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Meet or exceed delinquent revenue estimates with no increase in resources.	Compliance Collections for FY04 - \$244,170,895	Increase collections by 2 1/2 % per year

Objective: Collect delinquent court fees.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Meet or exceed court fines revenue target.	Gross collections of \$27 million annually	Gross collections of \$29 million annually

Training for Local Assessors

As part of TAX's continuing education program for assessing officers, the Property Tax Unit administers the Advanced Assessor School that is currently conducted annually at the College of William & Mary with attendance by over 150 local assessors. The program is designed basically to provide coursework that will meet the requirements for full certification offered by the International Association of Assessing Officers (IAAO).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$81,401	\$81,401	0.00	0.00
Total for Service Area	\$81,401	\$81,401	0.00	0.00

Objective: To offer local officials an economically feasible range of advanced courses designed to provide full certification by the International Association of Assessing Officers (IAAO).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of students that participate.	The school trains on average 150 students per year.	150 students annually. Number of students attending can vary widely depending upon locality's financial situation. Courses may not be offered unless an adequate number of students express an interest.

Valuation and Assessment Assistance for Localities

Provide quality original and revised local property tax maps, ensure compliance with the Commonwealth's property tax laws by providing local advisory aid and assistance, and provide fair and equitable assessments of the rolling stock of freight car line companies and of the real and personal property of railroads and interstate pipeline companies while providing quality customer service.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$853,189	\$853,189	14.00	14.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$50,125	\$50,125	0.00	0.00
<i>Increase funding for the State Land Evaluation Advisory Commission</i>	\$130,400	\$45,700	0.00	0.00
Total for Service Area	\$1,033,714	\$949,014	14.00	14.00

Objective: Promote statewide fair and equitable assessments of real estate and tangible personal property.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Measure the success of local assessors in achieving the mandate of assessing property at 100% of fair market value.	While law requires assessments at 100% of fair market value, it provides that a ratio of not less than 70% in the year following a reassessment will be evidence of having achieved the 100% requirement.	100% of localities attain a sales ratio of at least 70%.

Public/Private Partnerships for Revenue Administration

Public/Private Partnerships for Revenue Administration (Partnership)

In July 1998, TAX entered into a Public Private Partnership with CGI-AMS, Inc. (formerly American Management Systems, Inc.) to reengineer our business processes and leverage appropriate technology to enable business success. This benefits-funded modernization project has already resulted in significant operational improvements and customer service improvements, including entirely new customer services, taxpayer compliance initiatives, new filing channels, a complete modernization of all technology platforms, as well as significant organizational improvements and operational efficiencies.

The Partnership Project has already successfully completed over twenty large information technology projects, covering a wide-range of business processes, including compliance, document processing, customer service, etc. In addition, a complex and highly visible Tax Amnesty program was added to the scope of the Partnership Project and was successfully executed. The final implementation occurred during Summer 2005 with the replacement of TAX's legacy back office taxpayer accounting system (STARS) with the new accounting system Advantage Revenue (AR). The contract will conclude in July 2006.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,783,359	\$12,783,359	0.00	0.00
<i>Align nongeneral fund appropriation with expenditures</i>	(\$10,283,359)	(\$12,783,359)	0.00	0.00
Total for Service Area	\$2,500,000	\$0	0.00	0.00

Objective: Have the Advantage Revenue (AR) implementation complete with system performing normally through its first tax season.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Meeting prior year (2004 filing season) performance measures.	2004 tax filing season numbers	100%

Administrative and Support Services

This area contains the administrative functions of TAX with the combining of the following sections: Fiscal Office, Human Resources, Internal Audit, Public Relations and Purchasing and Facilities. The Fiscal Office provides financial support to the agency, to include, budgeting, accounts payable, revenue accounting, and preparation of financial statements while the Human Resources area provides human resource services for all of TAX management and employees and is our liaison with the Department of Human Resource Management. The Internal Audit section performs scheduled audits of activities throughout TAX to ensure activities are being performed as intended and to identify opportunities to improve operational efficiencies, controls and lessen risks. The Public Relations Department provides effective public relations and marketing services for TAX. Specifically, the duties include publicizing, promoting, marketing, internal communications and educating the public and TAX employees about TAX's initiatives, programs, services, and accomplishments. The Purchasing & Facilities office has the following functions within its area:

- Purchasing – Procures goods and services for the agency in accordance with the VA Public Procurement Act and state procurement policies and procedures, works to insure an uninterrupted supply of goods and services that meet end-user needs and requirements, and administers eVA and the Small Purchasing Card Program for TAX.
- Fleet Management – Administers the agency fleet activities for 78 permanently assigned and 8 agency-owned vehicles.
- Facility Management – deals with all of TAX's physical plant issues.
- Security – Provides, monitors, and maintains security services to all employees.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,777,561	\$9,777,561	55.00	55.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$499,801	\$499,801	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	(\$359,625)	(\$346,961)	0.00	0.00
Total for Service Area	\$9,917,737	\$9,930,401	55.00	55.00

Objective: Account for all revenue flowing through TAX and produce daily reports.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely submission of the daily deposit report and CARS reports.	Currently the agency is able to accurately account for all revenue with the use of STARS.	Submission of the daily deposit reports each day and continue to have the ability to deposit all revenue in Revenue Source Code 01200 and then have the funds transferred to the proper fund and revenue source code once the return is processed.

Objective: Submit all financial statements timely and without any material adjustments from the Department of Accounts (DOA) and the Auditor of Public Accounts (APA).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The Financial statements submitted to DOA.	TAX was able to submit all financial statements timely and without any material adjustments in FY04.	Zero material adjustments to the Financial Statements

Objective: Effectively communicate with the media and other external entities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of media inquiries received and responded to in a timely manner.	The Public Relations Department responded to 49 media requests, or an average of just fewer than 10 per month, during the first five months of 2005. The department responded to each of these media requests in a timely manner.	100%

Objective: Attract and retain qualified workers by strategically utilizing flexibilities afforded in HR management and compensation policies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Vacancy rate	4.5%	Vacancy rate should be no greater than 5%.
Average time to hire	58 days to fill.	Positions should be filled within 60 days.

Objective: Make sufficient investment in the training and development of the workforce to be able to meet the current and future business needs of the agency.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average number of non-technical courses per quarter for managers/supervisors.	1.43 courses/manager/supervisor	Annual increase over baseline of at least 5%
Average number of courses per quarter for all employees	2.06 courses/employee	At least 7.5% increase over baseline annually

Objective: To assist TAX's Leadership Team effectively discharge their responsibilities through systematic and disciplined evaluations that improve the effectiveness of agency risk management, control, and governance processes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Examinations of top 10 high-risk activities of the agency.	20% of top 10 high-risk activities examined.	Examination of 30% of top 10 high-risk activities.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	The 2005 percentage calculated based on the agency scorecard is 100%.	Maintain 100%

Information Technology Services

Information Technology Support is responsible for leveraging technology to enable all of TAX's business objectives and priorities, by developing, enhancing and maintaining systems, including application software and supporting hardware. TAX, as an agency, is dependant on technology in every aspect of daily operations. Nearly every employee relies on available and accurate information systems to perform essentially all of their daily responsibilities, and most employees, including auditors, collectors and customer service staff, are unable to perform the majority of their core responsibilities when these systems are not available.

TAX supports and maintains a broad range of complex information systems. Examples of the more than twenty information systems supported include:

- STRATA – A collection prioritization and risk assessment tool.
 - Sales Tax Audit and Nexus (STAUDN), Withholding, Corporate – An application used to perform audits at the taxpayer's place of business.
 - Computer Automated Collections System for Government (CACSG) – An automated collections system that provides for tracking of assessments through various collection stages.
 - Customer Relationship Management (CRM) – An approach to meeting customer's needs that relies on a suite of technology systems that provides customer assistance, customer contact tracking, correspondence tracking, and case management.
 - Imaging/Optical Character Recognition (OCR)/Intelligent Character Recognition (ICR) – Automated data and image capture of returns and correspondence.
 - Remittance Processing – A system that provides for preparation of checks for bank deposit and data extraction for input into the enterprise system.
 - Compliance Repository and Auditor's Toolkit – A data warehouse of taxpayer information and an application that allows for comparison of data to select audit candidates and manage the resulting audit activities.
 - Lotus Notes – Administrative applications that support applications such as an online Agency Operating Procedures application, Collaborative Work Environment application, Configuration Change Management Tracking application, a Procurement Tracking application, and a Legislative Tracking application.
 - ADVANTAGE Revenue (AR) – Back office taxpayer accounting system that maintains taxpayer demographic and account information.
 - VATAX Online – A full suite of online services for businesses and individual income tax customers.
- The iReg for Business application allows new businesses to register online and allows existing businesses to add business locations and consolidate their filings.
- The iFile for Business application allows taxpayers to file sales, use, and withholding taxes over the Internet.
- The iFile for Individual application allows individual taxpayers to file over the Internet, to check their refund, and to change their name and address.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$24,863,153	\$24,863,153	90.00	90.00
<i>Transfer centrally funded amounts to agency budgets</i>	<i>\$1,236,027</i>	<i>\$1,236,027</i>	<i>0.00</i>	<i>0.00</i>
Total for Service Area	\$26,099,180	\$26,099,180	90.00	90.00

Objective: Maintain customer satisfaction levels with online self-service technologies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Utilize the results of on-line surveys to measure customer satisfaction.	Individual iFile:98% of users found the service easy to use, 99% of users stated they would use the service again. iReg:97% of users would recommend to other businesses. Business iFile:99% of users would use iFile in the future.	Maintain at least a 98% customer satisfaction rating.

Department of the Treasury

Mission Statement

The Department of the Treasury is dedicated to serving the Commonwealth by providing excellent financial management and outstanding customer service.

Agency Goals:

- Encourage a culture of continuous improvement, delivering the highest quality, customer-focused services possible and driven by a diverse, well-trained workforce capable of accomplishing the agency's mission and being accountable for their actions.
- Deliver high-quality cash management services, driven by cost effective solutions, creativity and fiduciary prudence.
- Deliver debt management and issuance services in the most efficient and effective manner while striving to maintain the Commonwealth's high debt ratings.
- Deliver the highest quality, cost effective risk management services to meet the needs of the Commonwealth.
- Deliver the most efficient and responsive unclaimed property program possible in an effort to meet the needs of our citizens and holders.
- Deliver statewide and agency accounting, budgeting, trust, and operational services timely and accurately while striving to improve efficiency, promote accountability, and reduce costs.

Customers Served:

- Virginia Citizens
- Bondholders
- Executive Branch Officials, Agencies and Institutions
- Legislative Branch
- Boards and Authorities
- Local Governments for K-12 Financing Services
- Local Government Officials and Participants - Insurance Services
- Local Government Investment Pool Customers
- Holders of Unclaimed Property
- Financial Institutions Holding Virginia Public Deposits
- Insurance Companies Conducting Business in Virginia
- Intra-Agency Staff
- Business Partners

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$9,307,151	\$7,852,999	\$17,160,150	\$7,134,493	\$10,025,657	118.00
FY 2004	\$9,104,443	\$7,869,443	\$16,973,886	\$6,546,792	\$10,427,094	117.00
FY 2005	\$9,452,975	\$7,548,369	\$17,001,344	\$7,077,141	\$9,924,203	120.00
FY 2006	\$8,513,986	\$7,885,709	\$16,399,695	\$7,314,176	\$9,085,519	122.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$8,513,986	\$7,885,709	\$16,399,695	\$7,125,838	\$9,273,857	122.00
FY 2007 Addenda	\$337,734	\$398,138	\$735,872	\$656,301	\$79,571	1.00
FY 2007 TOTAL	\$8,851,720	\$8,283,847	\$17,135,567	\$7,782,139	\$9,353,428	123.00
FY 2008 Base Budget	\$8,513,986	\$7,885,709	\$16,399,695	\$7,125,838	\$9,273,857	122.00
FY 2008 Addenda	\$337,278	\$404,063	\$741,341	\$666,552	\$74,789	1.00
FY 2008 TOTAL	\$8,851,264	\$8,289,772	\$17,141,036	\$7,792,390	\$9,348,646	123.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$231,487 (GF) and \$322,206 (NGF).

► **Transfer funding for the State Non-Arbitrage Program to the appropriate service area**

Transfers funding for the State Non-Arbitrage Program (SNAP) to the correct service area. SNAP is administered by the banking and investment area of Treasury. (Net zero adjustment)

► **Correct position level**

Converts a nongeneral fund position to a general fund position. When two of Treasury's information technology positions were transferred to the Virginia Information Technology Agency (VITA) both positions were coded as general fund positions. One of the positions should have been coded as nongeneral fund. This adjustment restores one general fund position to Treasury.

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$69,983 (GF). For 2008, \$67,701 (GF).

► **Fund trust accounting senior analyst position**

Provides funding to support an analyst position in the agency's trust accounting section. The position will coordinate financial reporting responsibilities and provide accounting services for the Commonwealth, including the Tobacco Indemnification and Community Revitalization Endowment and the Tobacco Settlement Financing Corporation. For 2007, \$36,264 (GF) and \$36,266 (NGF). For 2008, \$38,090 (GF) and \$38,090 (NGF).

► **Fund an administrative support position to support the Local Government Investment Pool and the Tobacco Endowment Fund**

Funds a position to assist in the daily oversight of the Local Government Investment Pool and the Tobacco Endowment Fund. This position will be responsible for the clerical duties associated with these two functions thereby allowing senior staff to focus on the newly required reporting and monitoring duties. For 2007, \$39,666 (NGF) and one position. For 2008, \$43,767 (NGF).

Agency Service Areas:

Debt Management

This service area provides debt issuing and advisory services for the Commonwealth, state agencies and institutions. The products and services of this service area include:

- Financing review and program development services
- Program administration, including compliance and continuing disclosure, investor relations, and rating agency relationships to maintain the high credit quality of bonds
- Issuance of bonds or other securities
- Review of refunding opportunities on outstanding debt obligations
- Program administration for equipment and energy project financing for state agencies
- Debt affordability analysis and recommendations to executive branch and legislature
- Staffing services to boards and authorities
- Financing and advisory services to local governments
- Technical assistance on the financial aspects of legislative proposals, impact on debt capacity, financial studies and initiatives

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$864,333	\$864,333	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$86,993	\$86,993	0.00	0.00
Total for Service Area	\$951,326	\$951,326	11.00	11.00

Objective: To execute bond transactions that on average achieve more favorable yields than prevailing rates then in effect for tax-supported debt programs issued by the service area, and to take advantage of refunding opportunities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Yields on tax-exempt bonds	N/A. This is a new performance measure. Data will be collected going forward on new issues beginning July 1, 2005.	The average annual variance of all tax-supported debt issued by boards and authorities staffed by Treasury will be within 10 basis points.

Insurance Services

This service area administers risk management, insurance, self insurance and claims management and related services for agencies, officials, employees and certain affiliates of the Commonwealth of Virginia, its political subdivisions, entities and organizations as specified by statute. Insurance Services' mission is to provide highly skilled expertise resulting in the delivery of the most cost effective insurance coverage, claim and litigation management, and loss control activities, protecting the assets of the Commonwealth of Virginia including its tangible property and the work product of its employees.

Products and services include:

- State Insurance Reserve Trust Fund management
- Property inventory and asset valuation
- Property and liability risk management plans
- Commercial insurance procurement and administration
- Claims and litigation management
- Third party claims administration
- Loss prevention, loss control and training programs

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,867,796	\$1,867,796	18.00	18.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$77,965	\$77,965	0.00	0.00
Total for Service Area	\$1,945,761	\$1,945,761	18.00	18.00

Objective: Improve efficiency of Insurance Services' responses to clients' requests for services by providing on-line access to customers and measuring the usage by clients.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of active Civitas system client base making use of the system's on-line, self-service system to update their Virginia Agency Property System (VAPS) and Virginia Auto Count and Car Care System (VACCS) records will exceed 25% by fiscal year 2008.	N/A. This will be a new measure. Data will be collected going forward beginning July 1, 2005.	The target is a 25% increase in self-service transactions by fiscal year 2008.

Banking and Investment Services

This service area provides for (1) the management and investment of state and local government funds, (2) the administration of the State Non-Arbitrage Program to ensure the investment of bond proceeds are in compliance with federal arbitrage rebate regulations, (3) the development and management of the Commonwealth's statewide banking network and cash concentration system, and (4) the development of banking and cash management services for state agencies and institutions.

Products and services include:

- Portfolio management and investment of the Commonwealth's general account operating funds and special and trust funds
- Management and investment of the Local Government Investment Pool (LGIP) available to all local and public entities
- Development and issuance of a credit card contract administration for the benefit of public agencies and institutions
- Administration of the Community Bankers Bank Agreement that streamlines the placement of time deposits
- Wire transfer and disbursement services for investments, certain vendor payments, and debt service payments
- Administration of the State Non-Arbitrage Program (SNAP)
- Management of external investment managers program for the general account portfolio
- Statewide banking cash management contracts and agreements
- Statewide regional depository cash concentration system
- Interest income forecast and cash flow projections
- Investment program for the Tobacco Indemnification and Community Revitalization Endowment
- Custody of financial assets held by the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,333,188	\$4,333,188	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$64,618	\$64,618	0.00	0.00
<i>Transfer funding for the State Non-Arbitrage Program to the appropriate service area</i>	\$50,000	\$50,000	0.00	0.00
<i>Fund an administrative support position to support the Local Government Investment Pool and the Tobacco Endowment Fund</i>	\$39,666	\$43,767	1.00	1.00
Total for Service Area	\$4,487,472	\$4,491,573	10.00	10.00

Objective: Achieve investment earnings yield on the Commonwealth's General Fund Primary Liquidity Portfolio that exceed the benchmark one-year Constant Maturity Treasury yield by 15 basis points over a five-year period.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
General Fund investment earnings yield for primary liquidity portfolio.	Investment earnings for the Primary Liquidity Portfolio for fiscal year 2005 exceeded the benchmarked one-year Constant Maturity Treasury yield by 66 basis points above the 15 basis points target set in the performance measure.	Over a five-year period, the Primary Liquidity Portfolio investment earnings yield will exceed the one-year Constant Maturity Treasury yield by 15 basis points.

Unclaimed Property Administration

This service area administers the Virginia Uniform Disposition of Unclaimed Property Act (UPA) and the Escheats Generally Statute. The UPA protects the property rights of owners of tangible and intangible personal property held by holders. The Escheats Generally Statute assists localities by returning abandoned real estate back to an active tax-earning status. The products and services of this service area include:

- Custodian for the unclaimed property until the rightful owner can be located
- Maintain the unclaimed property database
- Process unclaimed property claims
- Outstanding customer service to Virginia citizens, former Virginia citizens, non-citizens, local, state, and federal agencies, organizations and businesses during the claims and the reporting process
- Conduct educational outreach and audits to enhance holder compliance and enforcement
- Conduct owner outreach to enhance location of rightful owners
- Provide financial record keeping for all receipts of unclaimed property, claim disbursements, the securities portfolio, and escheat transactions
- Administration of searchable database on the Internet for citizens to search for unclaimed property
- Monitor escheat activities with local government officials and escheators

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,568,474	\$3,568,474	42.00	42.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$141,637	\$141,637	0.00	0.00
<i>Correct position level</i>	\$0	\$0	-1.00	-1.00
Total for Service Area	\$3,710,111	\$3,710,111	41.00	41.00

Objective: Increase the percentage of valid unclaimed property claims paid within 90 calendar days of receipt of verifying information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage by which the number of valid unclaimed property claims are paid within 90 calendar days.	Over the last five years, the percentage of valid unclaimed property claims that were paid within 90 calendar days exceeded 99.0%.	The service area target for this performance measure is 100.0%.

Accounting and Trust Services

This service area provides statewide trust accounting and reporting services to Commonwealth agencies, institutions, and several of its debt-issuing authorities.

Products and services include:

- Accounting for and reporting of Commonwealth debt,
- Accounting for and reporting of Commonwealth investments,
- Payment of Commonwealth debt service,
- Accounting for and reporting of Commonwealth bond and trust funds,
- Accounting and reporting for the Virginia Public School Authority,
- Preparation of annual financial statements for debt-issuing authorities staffed by Treasury including the Virginia College Building Authority, Virginia Public Building Authority, and Virginia Public School Authority,
- Accounting and reporting, including the preparation of year-end financial data, for the Local Government Investment Pool and the Literary Fund,
- Accounting for Treasury's risk management funds,
- Administration of the Security for Public Deposits Act which protects Virginia public deposits held by banking institutions through the collateralization of securities,
- Administration and safekeeping of the securities pledged by insurance companies transacting the business of insurance in Virginia,
- Accounting and budgeting for Treasury and Treasury Board.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,251,307	\$1,251,307	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$53,453	\$53,453	0.00	0.00
<i>Transfer funding for the State Non-Arbitrage Program to the appropriate service area</i>	(\$50,000)	(\$50,000)	0.00	0.00
<i>Fund trust accounting senior analyst position</i>	\$72,530	\$76,180	0.00	0.00
Total for Service Area	\$1,327,290	\$1,330,940	10.00	10.00

Objective: Ensure that all debt obligations are paid on time.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of debt payment obligations that are paid on time.	Over the last five years, this service area has made 100% of all debt obligation payments on time.	Since missing a debt obligation payment has serious consequences for the Commonwealth, the target for this performance measure is 100% of all debt obligation payments will be made on time.

Check Processing and Bank Reconciliation

This service area prints and distributes Commonwealth checks and reconciles Commonwealth bank accounts.

Products and services include:

- Printing and distribution of Commonwealth checks, including state payroll, retirement, tax refunds, social service benefit and child support, unemployment benefit, and vendor payment checks
- Reconciliation of state treasury bank accounts on a monthly basis to the records of the State Comptroller
- Reconciliation of the state treasury cash position daily in conjunction with the Department of Accounts
- Processing of requests by state agencies for stop payments on vendor payment and payroll checks
- Processing of forgery claims relating to all check types
- Maintenance of a database of paid Commonwealth vendor payment and payroll checks for research and information purposes
- Research and resolution of outstanding debits and credits on state bank accounts
- Administration of the Commonwealth's unclaimed property statutes as it relates to outstanding vendor payment and payroll checks
- Daily monitoring of the Commonwealth's disbursement and credit card accounts for unauthorized activity

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,144,111	\$3,144,111	20.00	20.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$52,087	\$52,087	0.00	0.00
Total for Service Area	\$3,196,198	\$3,196,198	20.00	20.00

Objective: Ensure that Commonwealth checks are printed and distributed accurately and timely in accordance with agency procedures.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of checks that are distributed timely and accurately	Over the last five years, the baseline for this performance measure has exceeded 99.7%.	The target for this performance measure is that the number of checks distributed in a timely and accurate manner will exceed 99.7%.

Administrative Services

As a central state agency, the Department of the Treasury provides statewide services to citizens and agencies and institutions of the Commonwealth. The Administrative Services service area of Treasury provides the day-to-day management and control of the agency and its seven service areas. This service area includes the State Treasurer, Deputy State Treasurer and the functional areas of Financial Policy, Human Resources, Information Systems, Internal Audit, and Procurement. Products and services include:

- Strategic planning for the agency
- Development and monitoring of agency goals, objectives and critical issues
- Development and management of the agency's budget
- Development and management of agency policies and procedures
- Monitoring of performance of service areas
- Providing direction and assistance to boards and authorities staffed by the agency
- Legislative development and coordination
- Development and coordination of Legislative Studies
- Regulatory development and coordination
- Development and enhancement of information systems and agency programs
- Human resource personnel administration and staff development
- Internal auditing of operational functions, internal controls and risk assessment
- Procurement of agency goods and services
- Procurement contract development and management
- Facilities and telecommunications development and management
- Management of agency equipment assets and surplus property
- Freedom of Information Act management and coordination
- Development of agency publications and public relations
- Management of agency records management program

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,370,486	\$1,370,486	12.00	12.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$76,940	\$76,940	0.00	0.00
<i>Correct position level</i>	\$0	\$0	1.00	1.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$69,983	\$67,701	0.00	0.00
Total for Service Area	\$1,517,409	\$1,515,127	13.00	13.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Agency Management Scorecard	The 2005 percentage calculated based on the agency scorecard is 100%.	100% of the Governor's Management Standards Scorecard categories will be marked as meeting expectations for the agency by fiscal year 2008.

Treasury Board

Mission Statement

To review, and approve debt obligations of the Commonwealth consistent with law.

(While the Treasury Board is tasked by statute with many duties, the Treasury Board budget is limited to amounts required for debt service on primarily general fund obligations of the Commonwealth.)

Customers Served:

- Virginia Public Broadcasting Board
- Virginia Public Building Authority
- Virginia College Building Authority
- State agencies and local governments
- Citizens using general obligation bond funded facilities/bondholders

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$262,619,883	\$6,438,630	\$269,058,513	\$2,300	\$269,056,213	0.00
FY 2004	\$271,002,845	\$10,295,408	\$281,298,253	\$2,300	\$281,295,953	0.00
FY 2005	\$284,718,976	\$6,995,367	\$291,714,343	\$2,300	\$291,712,043	0.00
FY 2006	\$328,968,004	\$9,415,155	\$338,383,159	\$2,300	\$338,380,859	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$328,968,004	\$9,415,155	\$338,383,159	\$2,300	\$338,380,859	0.00
FY 2007 Addenda	\$29,544,471	(\$145,277)	\$29,399,194	\$0	\$29,399,194	0.00
FY 2007 TOTAL	\$358,512,475	\$9,269,878	\$367,782,353	\$2,300	\$367,780,053	0.00
FY 2008 Base Budget	\$328,968,004	\$9,415,155	\$338,383,159	\$2,300	\$338,380,859	0.00
FY 2008 Addenda	\$84,237,667	(\$146,791)	\$84,090,876	\$0	\$84,090,876	0.00
FY 2008 TOTAL	\$413,205,671	\$9,268,364	\$422,474,035	\$2,300	\$422,471,735	0.00

Agency Summary of Recommended Operating Budget Addenda

► Adjust funding for debt service payments

Increases funding for debt service to reflect the latest schedules for the issuance of bonds, changes to the projected size of future debt issues, and to reflect older bonds being paid off or refinanced at lower interest rates. For 2007, an increase of \$28.7 million (GF) and a decrease of \$145,277 (NGF). For 2008, an increase of \$77.7 million (GF) and a decrease of \$146,791 (NGF).

► Provide debt service for new projects

Increases funding for debt service on bonds to be issued by the Virginia Public Building Authority for new capital projects and supplements to existing capital projects authorized for bond financing. For 2007, \$878,000 (GF). For 2008, \$6.2 million (GF).

► Provide debt service funding for higher education equipment

Adds funding for debt service required to support additional instructional and information technology equipment at institutions of higher education on short term debt issued in 2007 and 2008. For 2008, \$293,123 (GF).

Agency Service Areas:

Financial Assistance for Regional Jails

This service area provides for payments on two outstanding regional jail agreements for Arlington and Chesapeake. The Arlington agreement began in 1994 and is completed in FY 2013. The Chesapeake agreement began in 1995 and is completed in FY 2014. Other regional jail obligations have been financed or refinanced through the Virginia Public Building Authority. Currently, these obligations are financed through the Public Building Authority, however certain outstanding payment agreements remain outstanding.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,636,727	\$2,636,727	0.00	0.00
<i>Adjust funding for debt service payments</i>	(\$3,237)	(\$4,632)	0.00	0.00
Total for Service Area	\$2,633,490	\$2,632,095	0.00	0.00

Community Access to Educational, Economic, and Cultural Programming through Public Television

This service area provides for payments on a ten-year note entered into by the Virginia Public Broadcasting Board on February 22, 2001. The \$23.8 million note provided grants to local public broadcasting stations to assist in the conversion to digital technology required by the Federal Communications Commission.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,100,000	\$3,100,000	0.00	0.00
Total for Service Area	\$3,100,000	\$3,100,000	0.00	0.00

Financial Assistance for Economic Development

This service area provides for the Commonwealth's share of the costs of the Virginia Advance Shipbuilding and Carrier Integration Center (VASCIC) in Newport News pursuant to a 2000 payment agreement between the Industrial Development Authority (IDA) of the City of Newport News and the Treasury Board.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,322,190	\$5,322,190	0.00	0.00
<i>Adjust funding for debt service payments</i>	(\$2,787)	(\$12,095)	0.00	0.00
Total for Service Area	\$5,319,403	\$5,310,095	0.00	0.00

Debt Service Payments on General Obligation Bonds

This service area provides for the payment of principal and interest on full faith and credit obligations of the Commonwealth and per diem and travel expenses of Treasury Board members.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$96,398,986	\$96,398,986	0.00	0.00
Adjust funding for debt service payments	(\$7,324,204)	\$7,383,156	0.00	0.00
Total for Service Area	\$89,074,782	\$103,782,142	0.00	0.00

Capital Lease Payments

This service area provides for amounts appropriated from the general fund to pay certain long-term capital lease payments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,026,398	\$14,026,398	0.00	0.00
Adjust funding for debt service payments	\$132,725	\$134,563	0.00	0.00
Total for Service Area	\$14,159,123	\$14,160,961	0.00	0.00

Debt Service Payments on Public Building Authority Bonds

This service area provides for the payment of principal and interest on obligations issued by the Virginia Public Building Authority (VPBA) and to pay on-going program expenses (e.g., trustee fees, rebate fees, counsel).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$135,473,405	\$135,473,405	0.00	0.00
Adjust funding for debt service payments	\$17,218,115	\$44,870,458	0.00	0.00
Provide debt service for new projects	\$878,000	\$6,231,000	0.00	0.00
Total for Service Area	\$153,569,520	\$186,574,863	0.00	0.00

Debt Service Payments on College Building Authority Bonds

This service area provides for the amounts appropriated for the payment of principal and interest on obligations issued under the Virginia College Building Authority (VCBA) 21st Century Program to finance capital projects and equipment. Amount is also provided to pay on-going program expenses (e.g., trustee fees, counsel, rebate calculation fees).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$81,425,453	\$81,425,453	0.00	0.00
Adjust funding for debt service payments	\$18,500,582	\$25,195,303	0.00	0.00
Provide debt service funding for higher education equipment	\$0	\$293,123	0.00	0.00
Total for Service Area	\$99,926,035	\$106,913,879	0.00	0.00



Office of Health and Human Resources

Agencies in the Health and Human Resources secretariat are responsible for service delivery and management of responses to the most critical human resource issues that Virginia faces. Priorities for agencies in the secretariat are to promote self sufficiency and independence, assure access to affordable quality health care, strengthen families, improve care and treatment for individuals who are mentally or physically impaired, increase awareness and accessibility of long term care, and improve the quality of life for older Virginians. In addition, the Health and Human Resources agencies ensure safety for citizens through inspection programs for food safety, environmental health, hospitals and nursing homes, as well as oversight of certain health care professionals such as doctors, nurses, and counselors.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,822,470,939	\$3,929,144,228	\$6,751,615,167	\$775,205,702	\$5,976,409,465	16,946.50
FY 2004	\$2,918,487,483	\$4,212,035,445	\$7,130,522,928	\$766,721,212	\$6,363,801,716	16,849.25
FY 2005	\$3,084,390,350	\$4,899,728,125	\$7,984,118,475	\$820,654,385	\$7,163,464,090	17,090.50
FY 2006	\$3,313,511,579	\$5,161,158,312	\$8,474,669,891	\$819,571,370	\$7,655,098,521	16,906.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$3,313,511,579	\$5,161,158,312	\$8,474,669,891	\$818,579,015	\$7,656,090,876	16,906.50
FY 2007 Addenda	\$396,118,286	\$116,960,667	\$513,078,953	\$72,676,365	\$440,402,588	271.00
FY 2007 TOTAL	\$3,709,629,865	\$5,278,118,979	\$8,987,748,844	\$891,255,380	\$8,096,493,464	17,177.50
FY 2008 Base Budget	\$3,313,511,579	\$5,161,158,312	\$8,474,669,891	\$818,579,015	\$7,656,090,876	16,906.50
FY 2008 Addenda	\$595,918,430	\$334,364,993	\$930,283,423	\$66,685,901	\$863,597,522	83.00
FY 2008 TOTAL	\$3,909,430,009	\$5,495,523,305	\$9,404,953,314	\$885,264,916	\$8,519,688,398	16,989.50
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$13,349,000	\$0	\$13,349,000	\$0	\$13,349,000	0.00
FY 2008 Capital	\$4,750,000	\$0	\$4,750,000	\$0	\$4,750,000	0.00

Secretary of Health and Human Resources

Mission Statement

The Health and Human Resources Secretariat manages the delivery of services and programs to ensure and provide for public health, provide services for persons with disabilities, establish health care coverage and social services for low-income Virginians, offer temporary assistance for Virginians working their way toward self-sufficiency, increase access to health and social services information, work with families to overcome natural and manmade disasters, and establish accountability in service delivery.

Agency Goals:

- Ensure access to a high quality, affordable, integrated system of appropriate services that meet the diverse needs of the residents of the Commonwealth.
- Promote healthy individuals, families and communities in Virginia.
- Enhance the efficiency of the health and human resources system of services through the integration of innovative technology.
- Prepare and empower communities and families to respond in a timely manner to any emergency impacting the public health and well-being.
- Ensure access to workforce training and education for hard-to-serve Virginians.
- Ensure a well-trained, highly qualified health care workforce to meet the current and future needs of a growing and aging population.
- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.

Customers Served:

- The customers of the Secretary are the (1) consumers, providers and payers of services under the oversight of the Secretary of Health and Human Resources and (2) the taxpayers of Virginia.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$734,945	\$162,469	\$897,414	\$785,500	\$111,914	9.00
FY 2004	\$528,087	\$0	\$528,087	\$706,856	(\$178,769)	6.00
FY 2005	\$588,454	\$4,790	\$593,244	\$490,442	\$102,802	6.00
FY 2006	\$1,689,724	\$4,790	\$1,694,514	\$649,573	\$1,044,941	6.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,689,724	\$4,790	\$1,694,514	\$649,573	\$1,044,941	6.00
FY 2007 Addenda	\$42,420	(\$4,790)	\$37,630	\$36,855	\$775	0.00
FY 2007 TOTAL	\$1,732,144	\$0	\$1,732,144	\$686,428	\$1,045,716	6.00
FY 2008 Base Budget	\$1,689,724	\$4,790	\$1,694,514	\$649,573	\$1,044,941	6.00
FY 2008 Addenda	\$42,420	(\$4,790)	\$37,630	\$36,855	\$775	0.00
FY 2008 TOTAL	\$1,732,144	\$0	\$1,732,144	\$686,428	\$1,045,716	6.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$42,420 (GF).

► Remove excess nongeneral fund appropriation

Removes nongeneral fund appropriation from the office budget for which there is no source of revenue. For each year, a reduction of \$4,790 (NGF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,694,514	\$1,694,514	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$42,420	\$42,420	0.00	0.00
<i>Remove excess nongeneral fund appropriation</i>	(\$4,790)	(\$4,790)	0.00	0.00
Total for Service Area	\$1,732,144	\$1,732,144	6.00	6.00

Comprehensive Services For At-Risk Youth And Families

Mission Statement

The mission of the Comprehensive Services Act for At-Risk Youth and Families (CSA) is to create a collaborative system of services and funding that is child-centered, family-focused and community-based when addressing the strengths and needs of troubled and at-risk youths and their families in the Commonwealth.

Agency Goals:

- Involve families more proactively throughout CSA.
- Improve the capacity of communities to effectively implement CSA, while reducing administrative burdens.
- Manage a strong financial infrastructure and continue to maximize all available resources.
- Enhance communication with all CSA stakeholders.
- Provide management information for decision making.

Customers Served:

- Youth and their families
- Local Governments
- Service providers

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$162,288,068	\$34,032,097	\$196,320,165	\$0	\$196,320,165	0.00
FY 2004	\$167,893,870	\$36,905,528	\$204,799,398	\$0	\$204,799,398	0.00
FY 2005	\$186,694,989	\$55,956,816	\$242,651,805	\$0	\$242,651,805	0.00
FY 2006	\$194,639,663	\$61,411,678	\$256,051,341	\$0	\$256,051,341	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$194,639,663	\$61,411,678	\$256,051,341	\$0	\$256,051,341	0.00
FY 2007 Addenda	\$15,801,477	(\$6,991,680)	\$8,809,797	\$0	\$8,809,797	0.00
FY 2007 TOTAL	\$210,441,140	\$54,419,998	\$264,861,138	\$0	\$264,861,138	0.00
FY 2008 Base Budget	\$194,639,663	\$61,411,678	\$256,051,341	\$0	\$256,051,341	0.00
FY 2008 Addenda	\$32,560,243	(\$2,991,680)	\$29,568,563	\$0	\$29,568,563	0.00
FY 2008 TOTAL	\$227,199,906	\$58,419,998	\$285,619,904	\$0	\$285,619,904	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For each year, \$3,923 (GF).

► **Provide funding for pool fund service expenditures**

Provides additional funds to continue mandated special education and foster care services for at-risk youth. In line with projected program growth, these funds will cover an eight percent annual increase in the cost of services to the current caseload in addition to providing services to an increasing number of eligible youth. A decrease in nongeneral funds is due to lower than projected Medicaid collections. For 2007, an increase of \$15.8 million (GF) and a decrease of \$7.0 million (NGF). For 2008, an increase of \$32.6 million (GF) and a decrease of \$3.0 million (NGF).

► **Change reporting date for utilization rates and length of stay**

Changes reporting date for the annual report from November 1 to December 15. Data is not received until the middle of October and sufficient time is needed to produce an accurate and useful report. This action is contained in budget bill language.

► **Delete language requiring reporting on Medicaid utilization**

Removes one-time reporting language related to Medicaid utilization of services. The report was completed in 2004. This action is contained in budget bill language.

► **Add language specifying the publishing date for the Comprehensive Services Act biennial report**

Inserts language clarifying that the biennial report, required by Section 2.2-2648 of the Code of Virginia, be published no later than December 20th in odd-numbered years. This action is contained in budget bill language.

► **Clarify authority to collect data on children receiving services through the Comprehensive Services Act**

Clarifies the Office of Comprehensive Services' authority to collect child-specific information currently provided by localities. It requires that only non-identifying demographic, service, cost and outcome summary information shall be released publicly. This action is contained in budget bill language.

Agency Service Areas:

Financial Assistance for Child and Youth Services

This service area provides localities resources, technical assistance and tools so they can maintain a system of funding services for children who have emotional and behavioral problems and their families. It forecasts, budgets, reimburses and monitors funds that local governments use to purchase services for children and families under the Comprehensive Services Act for At-Risk Youth and Families (CSA). It directs and manages the collection of data on CSA funded children. It works collaboratively with its partners (state and local government agencies, service providers, and children and their families) to increase the capacity of communities across the Commonwealth to successfully implement CSA. It ensures the decisions of the State Executive Council are implemented, working closely with the State and Local Advisory Team.

Specific services falling under the umbrella of this service area as required by the Appropriations Act include:

- Reimbursing local government the state share of eligible services for children and families.
- Reimbursing the Department of Medical Assistance Services for eligible expenditures made by the department on behalf of CSA.
- Maintaining local government performance measures.
- Assisting Community Policy and Management Teams (CPMTs) to ensure that services and funding are consistent with the Commonwealth's policies of preserving families and providing appropriate services in the least restrictive environment.
- Providing communities with technical assistance on ways to control costs, the use of alternative funding sources, utilization management, administrative and fiscal issues.
- Providing support for uniform CSA assessment and reporting requirements.
- Providing local government administrative funding opportunities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$256,051,341	\$256,051,341	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$3,923	\$3,923	0.00	0.00
<i>Provide funding for pool fund service expenditures</i>	\$8,805,874	\$29,564,640	0.00	0.00
Total for Service Area	\$264,861,138	\$285,619,904	0.00	0.00

Objective: Maximize the number of CSA funded youth served in community and family based settings

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of Comprehensive Services Act funded youth served in community and family based settings compared to total CSA youth served.	62.8% for FY04	64.2% for FY05

Department for the Aging

Mission Statement

The Virginia Department for the Aging promotes the dignity, independence, and security of older Virginians by promoting partnerships with families and communities.

Agency Goals:

- Enhance the independence of older Virginians to allow them to remain at home as long as they can safely.
- Assure the quality and cost-effectiveness of services funded by the federal and state government.
- Secure, protect, and enhance the rights of older Virginians.
- Provide education, training, and research analysis.
- Promote resource partnership expansion.

Customers Served:

- Area Agencies on Aging
- Individuals age 60 and older
- Additional program contractors
- Caregivers for individuals age 60 and older
- General public

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$14,708,326	\$30,283,171	\$44,991,497	\$1,720,180	\$43,271,317	27.00
FY 2004	\$13,918,907	\$29,833,171	\$43,752,078	\$1,554,917	\$42,197,161	27.00
FY 2005	\$15,102,765	\$29,859,086	\$44,961,851	\$1,705,476	\$43,256,375	27.00
FY 2006	\$15,432,765	\$29,859,086	\$45,291,851	\$1,705,476	\$43,586,375	27.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$15,432,765	\$29,859,086	\$45,291,851	\$1,680,058	\$43,611,793	27.00
FY 2007 Addenda	\$1,611,542	\$1,830,612	\$3,442,154	\$138,023	\$3,304,131	0.00
FY 2007 TOTAL	\$17,044,307	\$31,689,698	\$48,734,005	\$1,818,081	\$46,915,924	27.00
FY 2008 Base Budget	\$15,432,765	\$29,859,086	\$45,291,851	\$1,680,058	\$43,611,793	27.00
FY 2008 Addenda	\$1,611,619	\$1,830,612	\$3,442,231	\$138,023	\$3,304,208	0.00
FY 2008 TOTAL	\$17,044,384	\$31,689,698	\$48,734,082	\$1,818,081	\$46,916,001	27.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$41,514 (GF) and \$96,509 (NGF).
- ▶ **Provide additional federal appropriation**
Provides additional appropriation to match the amount of federal grant awards the agency receives. The primary grants are funding under the federal Older Americans Act, which is distributed to states based on a formula. For each year, \$1.7 million (NGF).
- ▶ **Expand Public Guardianship and Conservator program**
Adds funds for Public Guardianship and Conservator programs in areas throughout the Commonwealth that do not yet have them. This program serves adults age 18 and older who do not have the resources, family, or friends able to make decisions with regard to their own care. Approximately 60 additional indigent individuals who require guardian services will be served through this expansion. For each year, \$150,000 (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$1,294 (GF). For 2008, \$1,371 (GF).
- ▶ **Maintain services at Area Agencies on Aging impacted due to census changes**
Provides funds to maintain services at 12 Area Agencies on Aging (AAAs) that are negatively impacted by the 2000 decennial census. As a result of the 2000 census, the funding formula results in reduced funding to rural AAAs and adds it to urban AAAs. The amendment ensures rural AAAs lose no funding and that urban AAAs receive funding for increased elderly populations. For each year, \$1.3 million (GF).
- ▶ **Maintain funding for Senior Navigator web portal**
Provides funds to maintain the Commonwealth's contribution for Senior Navigator. The program is a website portal that connects seniors to over 19,000 health and aging resources, both public and private. The amendment places all of the state support for Senior Navigator in the Department for the Aging. The state contribution funds one-quarter of the operating costs. For each year, \$150,000 (GF).

Agency Service Areas:

Financial Assistance for Local Services to the Elderly

The Department for the Aging contracts with 25 Area Agencies on Aging and other service providers throughout the Commonwealth

to provide an array of services. These services include: Adult Day Care, Care Coordination, Checking (Reassurance), Chore, Disease Prevention & Health Promotion, Emergency, Employment, Health Education & Screening, Homemaker, I.D. Discount, Information & Referral/Assistance, Money Management, Personal Care, Public Information /Education, Residential Repair & Renovation, Respite Care, Socialization & Recreation, Summer Cooling, Transportation, the Virginia Insurance Counseling & Assistance Program (VICAP), and Volunteer Services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$25,472,424	\$25,472,424	0.00	0.00
<i>Provide additional federal appropriation</i>	\$1,734,103	\$1,734,103	0.00	0.00
<i>Maintain services at Area Agencies on Aging impacted due to census changes</i>	\$1,268,734	\$1,268,734	0.00	0.00
<i>Maintain funding for Senior Navigator web portal</i>	\$150,000	\$150,000	0.00	0.00
Total for Service Area	\$28,625,261	\$28,625,261	0.00	0.00

Objective: Maintain the number of transportation one-way trips provided by the 25 Area Agencies on Aging.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Transportation One-Way Trips	FY 2005 actual is 571,095 trips	FY 2006 projected is 571,095 trips. With the increase cost of gasoline and negligible increase in funding, the goal is to provide the same number.

Rights and Protection for the Elderly

The Department for the Aging contracts with 25 Area Agencies on Aging and other service providers throughout the Commonwealth to provide an array of services. These services include: the Virginia Public Guardian and Conservator Program, legal assistance and the state and local Long-Term Care Ombudsman Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,731,490	\$1,731,490	0.00	0.00
<i>Expand Public Guardianship and Conservator program</i>	\$150,000	\$150,000	0.00	0.00
Total for Service Area	\$1,881,490	\$1,881,490	0.00	0.00

Objective: Expand the Virginia Public Guardian and Conservatorship Program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Virginia Public Guardian and Conservatorship Programs	In FY 2005, 10 programs exist	By FY 2007 establish 12 programs

Meals Served in Group Settings

The Department for the Aging contracts with 25 Area Agencies on Aging to provide meal and nutrition services throughout the Commonwealth in congregate (group) settings. These settings provide hot and cold meals, as well as nutrition education, to older persons. The congregate meal centers provide socialization, education, and recreation programs that allow older persons the opportunity to get out of the house and participate in a variety of activities which help them stay mentally alert and physically active.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,727,761	\$6,727,761	0.00	0.00
Total for Service Area	\$6,727,761	\$6,727,761	0.00	0.00

Objective: Maintain the number of group (congregate) meals provided through the 25 Area Agencies on Aging.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of meals served in group (congregate) settings.	For FY 2005 the Area Agencies on Aging provided 849,270 group (congregate) meals.	For FY 2006 the goal for the Area Agencies on Aging is to provide 849,270 group (congregate) meals.

Distribution of Food

The Department for the Aging works with several Area Agencies on Aging to provide coupons to seniors to redeem through the Senior Farmers' Market Nutrition Program.

The Seniors Farmers Market has several goals. Foremost, it provides access to low income-older individuals to fresh fruits and vegetables when in season. The senior receives nutrition education. Local farmers benefit because purchases are made at their fruit and vegetable stands.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$378,549	\$378,549	0.00	0.00
Total for Service Area	\$378,549	\$378,549	0.00	0.00

Objective: Maintain the number of seniors participating in the Senior Farmer's Market Program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of seniors served	FY 2005 7,971 seniors served	FY 2006 8,434 seniors served

Delivery of Meals to Home-Bound Individuals

The Department for the Aging contracts with 25 Area Agencies on Aging to provide meal and nutrition services throughout the Commonwealth to the elderly in their homes. These meals include hot and cold meals, as well as nutrition education, to older persons. The delivered meal also provides an opportunity for someone to check on the wellbeing of the individual.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,726,855	\$8,726,855	0.00	0.00
Total for Service Area	\$8,726,855	\$8,726,855	0.00	0.00

Objective: Maintain the number of meals delivered to home-bound individuals by the 25 Area Agencies on Aging.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of meals delivered to home-bound individuals.	For FY 2005 the Area Agencies on Aging provided 2,665,739 home delivered meals.	For FY 2006 the goal for the Area Agencies on Aging is to provide 2,665,739 home delivered meals.

Administrative and Support Services

The Department provides oversight responsibilities for coordinating the array of services provided by the 25 Area Agencies on Aging and other service providers throughout the Commonwealth. For each provider, the Department develops a contract for services. The services are defined by service standards, regulations, and policies. Department staff provide training, technical assistance, and monitoring of contracted programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,254,772	\$2,254,772	27.00	27.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$138,023	\$138,023	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,294	\$1,371	0.00	0.00
Total for Service Area	\$2,394,089	\$2,394,166	27.00	27.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	The 2005 percentage for VDA is 100%.	The 2006 percentage target for VDA is 100%.

Department for the Deaf and Hard-of-Hearing

Mission Statement

The Virginia Department for the Deaf and Hard of Hearing (VDDHH) works to reduce the communication barriers between persons who are deaf or hard of hearing and those who are hearing, including family members, service providers, and the general public.

Agency Goals:

- Enhance the quality of communications access for persons who are deaf or hard of hearing in Virginia by increasing the availability and effectiveness of and consumer access to assistive technology and technology services.
- Ensure that persons who are deaf or hard of hearing are prepared for and have effective communications access during emergency situations.
- Increase the availability, quality and utilization of communication facilitators (interpreters and CART providers).
- Strive for recognition of communications access for persons who are deaf or hard of hearing as a core component of all services provided by agencies of the Commonwealth.
- Serve as a recognized and reliable source of current information from state/national resources provided to all customers through a variety of means.

Customers Served:

- Virginia Courts
- State Agencies
- Interpreters Seeking Credentials (VQAS)
- Library Patrons
- Technology Assistance Program (TAP) applicants
- Virginia Relay Users
- Consumers who are deaf or hard of hearing
- Families, professionals and interested parties seeking information (served Unknown, potential unlimited)

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$1,258,801	\$137,387	\$1,396,188	\$697,545	\$698,643	14.00
FY 2004	\$1,177,335	\$137,387	\$1,314,722	\$590,897	\$723,825	14.00
FY 2005	\$1,203,631	\$177,942	\$1,381,573	\$660,265	\$721,308	14.00
FY 2006	\$1,328,631	\$177,942	\$1,506,573	\$660,265	\$846,308	14.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$1,328,631	\$177,942	\$1,506,573	\$660,265	\$846,308	14.00
FY 2007 Addenda	\$49,709	\$4,391	\$54,100	\$11,065	\$43,035	0.00
FY 2007 TOTAL	\$1,378,340	\$182,333	\$1,560,673	\$671,330	\$889,343	14.00
FY 2008 Base Budget	\$1,328,631	\$177,942	\$1,506,573	\$660,265	\$846,308	14.00
FY 2008 Addenda	\$49,918	\$4,391	\$54,309	\$11,065	\$43,244	0.00
FY 2008 TOTAL	\$1,378,549	\$182,333	\$1,560,882	\$671,330	\$889,552	14.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$49,212 (GF) and \$4,391 (NGF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$497 (GF). For 2008, \$706 (GF).

Agency Service Areas:

Technology Services for Deaf and Hard-of-Hearing

This service area provides access to telecommunication services and assistive technology for Virginia citizens who are deaf, hard of hearing, deafblind or speech impaired. The service area comprises two agency programs, VA Relay and the Technology Assistance Program (TAP). Direct services include:

- Oversight of federally-mandated Telecommunication Relay Services;
- Financial assistance for purchase of telecommunication-related assistive devices for qualified applicants; and
- Loan and Demonstration of assistive devices for persons who are deaf, hard of hearing, or speech impaired.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$522,228	\$522,228	3.40	3.40
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,645	\$23,645	0.00	0.00
Total for Service Area	\$545,873	\$545,873	3.40	3.40

Objective: To increase consumer access to and utilization of TAPLOAN sites statewide.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage increase in devices loaned through TAPLOAN	Although current reports exist, they are duplicative in nature and do not accurately reflect the number of new devices loaned. A Baseline will be determined after TAPLOAN reports are revised and site contracts are reissued.	5% annual increase in (new) TAPLOAN loans

Objective: To provide consumers with opportunities to view and participate in hands-on demonstrations of new equipment/technology within six months of its introduction.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of New Equipment/Technology Trial Offerings	1 device (Captioned Telephone) and 1 new relay technology (Video Relay Text Messaging) incorporated into agency programs in FY 2005.	2 new offerings (devices or service enhancements) per year in the service area.

Consumer, Interpreter, and Community Support Services

This service area provides communication access and community support services for Virginia citizens who are deaf, hard of hearing, their families and the professionals who serve them. The service area is composed of four agency programs: Interpreter Referral; Virginia Quality Assurance Screening (VQAS); Outreach; and, Information and Referral (I&R). Direct services include:

- Scheduling of qualified sign language interpreters for courts and state agencies,
- Provision of interpreters for situations not covered by the federal Americans with Disabilities Act,
- Maintenance and distribution of the Virginia Directory of Qualified Interpreters,
- An assessment and diagnostics program for the evaluation of the skill level of sign language interpreters,
- Regional technical assistance and local training on assistive devices, adapting to and prevention of hearing loss, use of interpreters, orientation to deafness, and communications access in emergency situations, and
- Information and referral materials including specialized library services on all aspects of communication access for persons who are deaf or hard of hearing.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$679,075	\$679,075	7.50	7.50
Transfer centrally funded amounts to agency budgets	\$25,683	\$25,683	0.00	0.00
Total for Service Area	\$704,758	\$704,758	7.50	7.50

Objective: Increase availability of and access to skill development training opportunities for interpreters in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Interpreter Training Opportunities	This is a new measure. The agency will develop a data collection methodology and begin collecting data on July 1, 2006.	To be established as a percentage increase over the baseline.

Objective: Increase the pool of qualified interpreters available to fill assignments coordinated by VDDHH.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduction in number of interpreter requests for which no interpreter is available.	In FY05, 6% of all interpreter requests received by VDDHH were unfilled because of "No Interpreter Available" ("NIA").	By the end of FY 2007, less than 5% of all requests received will be unfilled because of NIA.
Number of Court Available Interpreters	In FY 2005, the agency had 53 "court available" interpreters.	An increase of 5% per year.

Objective: Increase consumer access to interpreters and CART providers in non-VDDHH coordinated assignments, including medical and legal settings.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of People who use/access the Directory of Qualified Interpreters	This is a new measure. The agency will develop a data collection methodology and begin collecting data on July 1, 2006.	A percentage increase to be determined after baseline is set.
Number of Listings In Directory of Qualified Intepreters	262 Interpreters listed in FY 2005.	A 5% increase per year.

Objective: Develop and disseminate information on viable resources for funding for hearing aids.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Hearing Aid Packages Disseminated	This is a new measure. The agency will develop a data collection methodology and begin collecting data on July 1, 2006.	10 packets per month.
Customer Satisfaction with Hearing Aid Packet	No baseline data available.	50% of all customers completing the customer satisfaction survey report that the packet assisted them in securing funding for the purchase of hearing aids.

Objective: Increase awareness of, access to and utilization of VDDHH Library services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Library Awareness Activities	In FY 2005, 2 Library Awareness Activities were reported.	A minimum of one Library Awareness Activity per month.
Percentage increase in Library Usage Statistics	In FY 2005, 263 or 19%, of 1344 registered patrons accessed Library services.	A 10% increase in the percentage of registered patrons accessing the Library each year.

Objective: Increase private business awareness of customer service and general issues related to persons who are deaf or hard of hearing.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Relay Partner Program Participants who also become Expanded Relay Partners	0 in FY 2005.	10% of new Relay Partner participants will also participate in additional training provided by VDDHH on an annual basis.
Number of Chamber of Commerce Events Promoting Communications Access	1 reported in FY 2005.	Provide a minimum of 25 general communications access trainings annually.

Objective: Enhance awareness of and access to interpreter services, assistive technology, Virginia Relay, and other tools for communications access by persons who are deaf or hard of hearing in facilities or in community placements as part of the Olmstead Initiative

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Olmstead-Related Training and Technical Assistance contacts per year	This is a new measure. The agency will develop a data collection methodology and begin collecting data on July 1, 2006.	1440 Training and Technical Assistance contacts each year.
# of Interpreter Services Hours paid by Olmstead Interpreter Fund of Last Resort	This is a new measure. The agency will develop a data collection methodology and begin collecting data on July 1, 2006.	To be determined after baseline is established.

Administrative Services

This service area provides oversight, policy guidance, and administrative and operational support to all of the agency's programs and services as well as support for the Advisory Board.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$305,270	\$305,270	3.10	3.10
<i>Transfer centrally funded amounts to agency budgets</i>	\$4,275	\$4,275	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$497	\$706	0.00	0.00
Total for Service Area	\$310,042	\$310,251	3.10	3.10

Objective: Improve agency accountability to enhance responsiveness to consumer needs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Effective Data Collection Tools in use in VDDHH programs	Currently, 3 programs and services have effective data collection tools which result in consistent and meaningful quarterly reports of activity.	Five (5) new or revised data collection tools introduced each year through FY08.

Department of Health

Mission Statement

The Virginia Department of Health is dedicated to promoting and protecting the health of Virginians

Agency Goals:

- Provide strong leadership and operational support for Virginia's public health system.
- Prevent and control the transmission of communicable diseases.
- Collaborate with partners in the health care and human services system to assure access to quality health care and human services.
- Promote systems, policies and practices that facilitate improved health for all Virginians.
- Collect, maintain and disseminate accurate, timely, and understandable public health information.
- Respond in a timely manner to any emergency impacting public health through preparation, collaboration, education and rapid intervention.
- Maintain an effective and efficient system for the investigation of unexplained or suspicious deaths of public interest.
- Assure provision of clean and safe drinking water supplies.
- Assure provision of safe food at restaurants and other places where food is served to the public.
- Prevent and control exposure to toxic substances and radiation.

Customers Served:

- Health profession scholarship and loan repayment program recipients
- Families of decedents
- Individuals requesting vital records information
- Emergency responders
- Federal, state, and local government agencies
- Compliers, i.e., individuals and organizations that are licensed and/or regulated by the Virginia Department or State Board of Health
- Direct recipients of corrective and preventative health care and safety services and information
- Providers of health care and safety services and information

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$137,566,983	\$282,445,307	\$420,012,290	\$184,218,216	\$235,794,074	3,550.00
FY 2004	\$137,851,240	\$298,344,337	\$436,195,577	\$182,996,124	\$253,199,453	3,553.00
FY 2005	\$138,787,326	\$338,103,991	\$476,891,317	\$198,213,330	\$278,677,987	3,670.00
FY 2006	\$142,773,275	\$345,158,590	\$487,931,865	\$198,448,967	\$289,482,898	3,598.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$142,773,275	\$345,158,590	\$487,931,865	\$187,163,949	\$300,767,916	3,598.00
FY 2007 Addenda	\$19,727,125	\$17,953,179	\$37,680,304	\$24,569,294	\$13,111,010	167.00
FY 2007 TOTAL	\$162,500,400	\$363,111,769	\$525,612,169	\$211,733,243	\$313,878,926	3,765.00
FY 2008 Base Budget	\$142,773,275	\$345,158,590	\$487,931,865	\$187,163,949	\$300,767,916	3,598.00
FY 2008 Addenda	\$19,567,546	\$17,672,895	\$37,240,441	\$24,569,294	\$12,671,147	167.00
FY 2008 TOTAL	\$162,340,821	\$362,831,485	\$525,172,306	\$211,733,243	\$313,439,063	3,765.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$7.6 million (GF) and \$10.6 million (NGF).
- ▶ **Remove one-time spending amounts from agency budget**
Removes pass through money identified as one time. For each year, a reduction of \$445,000 (GF).
- ▶ **Reflect administrative nongeneral fund increases in agency budget**
Increases the nongeneral fund appropriation to reflect administrative increases in the agency budget. Specifically, this increase provides for the continuation of the nongeneral fund appropriation for the Office of Environmental Health Services, the continuation of the Child Restraint Device fund, and the continuation of the current level of funding for the Division of Sewage and Wastewater Regulation into the new biennium. For each year, \$600,000 (NGF).
- ▶ **Correct allocation of positions between general and nongeneral fund sources for the Vital Records program**
Corrects the allocation of positions between general and nongeneral fund sources for the Vital Records program. (Net zero adjustment)
- ▶ **Increase special fund appropriation for Vital Records**
Increases special fund appropriation from fee revenue for Vital Records operations to meet increased demand due to new mandates for identification standards. For each year, \$867,603 (NGF).
- ▶ **Increase nongeneral fund appropriation for local health departments**
Increases nongeneral fund appropriation for local health departments to receive additional grant and donation monies. For each year, \$2.0 million (NGF).
- ▶ **Recognize Richmond city health department as a state operated health district**
Adds Richmond city health department as a state operated health district per a pending agreement between Richmond city and the Commonwealth, to grant the Richmond city health department's request to return to the state system. For 2007, \$3.9 million (NGF) and 120 positions. For 2008, \$3.9 million (NGF).
- ▶ **Increase position level to maintain local public health services in Suffolk**
Adds positions to maintain local public health services in Suffolk. The Virginia Municipal League has determined that Suffolk local health department workers do not qualify as Suffolk city employees based on Internal Revenue Service criteria. The Virginia Department of Health is requesting an increase in its position level to place these positions on the agency's payroll. For 2007, 39 positions.
- ▶ **Expand Resource Mothers program**
Expands Resource Mothers program to support and mentor an additional 115 pregnant teens. The Resource Mothers program assigns community health workers to pregnant teens to help them transition into parenthood. For each year, \$590,000 (GF).

► **Address critical local health department facility needs**

Addresses critical needs for the Nelson, Dickenson, Warren, Waynesboro, and Fluvanna local health department facilities to meet space standards and comply with federal privacy and security statutes. For each year, \$170,031 (GF) and \$111,085 (NGF).

► **Fund St. Mary's Health Wagon**

Funds St. Mary's Health Wagon to provide health services to residents in Dickenson, Buchanan, and Wise counties. For each year, \$100,000 (GF).

► **Increase Comprehensive Health Investment Program (CHIP) of Virginia funding**

Provides additional funding to the Comprehensive Health Investment Program (CHIP) of Virginia to add eight community workers to serve an additional 475 children. CHIP provides home visits to families for medical case management, developmental screening, transportation to medical appointments, teaching of parental skills, and assisting with educational issues. For each year, \$396,000 (GF).

► **Ensure food safety by addressing growing gap in demand for Environmental Health Services**

Ensures food safety by addressing the growing demand for Environmental Health Services resulting from an increase in the number of restaurants in Loudoun, Rappahannock, Thomas Jefferson, and Prince William local health department districts. For 2007, \$326,000 (GF), \$130,400 (NGF), and eight positions. For 2008, \$326,000 (GF) and \$130,400 (NGF).

► **Fund drinking water construction projects**

Provides funds to offset a decrease in the Drinking Water State Revolving Fund grant awarded to the Virginia Department of Health from the U.S. Environmental Protection Agency (EPA) from \$11.5 million to \$8.9 million in federal fiscal year 2006. Additional funds will make up this loss of funds from the EPA as well as increase the State's investment in financing resources available for drinking water projects. The additional funds will be grants only. For each year, \$5.0 million (GF).

► **Recruit and retain local medical examiners**

Provides funds to recruit and retain local medical examiners by increasing the reimbursement for death investigations from \$50 to \$150 per case. An increase in reimbursement will address the continuing decrease in the number of local medical examiners over the past 10 years that has resulted in 30 counties without local medical examiner services. For 2007, \$615,520 (GF). For 2008, \$648,740 (GF).

► **Maintain support for Physician Financial Incentive programs**

Increases general fund support for Physician Financial Incentive programs and phases out funding from the Board of Medicine. For 2007, an increase of \$280,284 (GF) and a decrease of \$280,284 (NGF). For 2008, an increase of \$560,568 (GF) and a decrease of \$560,568 (NGF).

► **Provide culturally and linguistically appropriate health care services**

Provides grants to local health departments for translation and interpreting services. For each year, \$125,000 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$498,176 (GF). For 2008, \$525,093 (GF).

► **Expand breast and cervical cancer screening services to low-income women**

Expands breast and cervical cancer screening services in local health departments to provide screening and diagnostic services for an additional 2,144 low-income women. For each year, \$405,176 (GF).

► **Encourage the adoption of Electronic Health Records (EHR) in the Commonwealth**

Provides funding to enhance efforts to promote the use of electronic health records. New funding will fund a pilot project in developing a Master Patient Index and Regional Health Information Organizations, positions in the Department of Health to guide the development of electronic health records, grants to providers for software, to include a grant to the Virginia Health Information (VHI) Patient Level Database, and an expansion of the Carilion pilot project in developing electronic health records in local health departments. For 2007, \$3.8 million (GF). For 2008, \$3.3 million (GF).

► **Increase funding for the Virginia Health Care Foundation**

Increases funding for the Rx Partnership to hire medication assistance caseworkers in localities throughout the state. These workers will use the Pharmacy Connection software to obtain free prescription medications from the drug companies' Patient Assistance Programs for uninsured Virginians with chronic diseases. For each year, \$250,000 (GF).

Agency Service Areas:

Scholarships

This service area addresses access to health care services in underserved areas of the state through scholarship and loan repayment programs designed to provide incentives to health practitioners who agree to practice in areas of need in the Commonwealth. These programs include:

- The Dental Scholarship Program,
- The Dentist Loan Repayment Program,
- The Virginia Medical Scholarship Program,
- The Virginia Physician Loan Repayment Program,
- The Virginia State Loan Repayment Program (SLRP),
- The Mary Marshall Nursing Scholarship Program,
- The Virginia Nurse Practitioner/Nurse Midwife Scholarship Program, and
- The Nursing Loan Repayment Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,808,196	\$1,808,196	0.00	0.00
Total for Service Area	\$1,808,196	\$1,808,196	0.00	0.00

Objective: Increase access to primary health, oral health, and mental health care services in underserved areas of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of physicians, physician assistants, and nurse practitioners in underserved areas that received assistance through VDH administered scholarship and loan repayment programs.	36 awards were made in FY 2005.	50 awards in FY 2006.

Financial Assistance for Non Profit Emergency Medical Services Organizations and Localities

This service area includes Rescue Squad Assistance Fund Grants, Financial Assistance to Localities to support Non Profit EMS agencies, and funding provided to support the Virginia Association of Volunteer Rescue Squads (VAVRS). These items support the effective integration of personnel, transportation, communications, facilities, and education and training into a unified system that provides quality emergency medical care, thereby decreasing morbidity, mortality, and hospitalization. A comprehensive statewide system of emergency medical care offers an incentive for business and industry considering locating in the State.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,496,708	\$19,496,708	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$54,223	\$54,223	0.00	0.00
Total for Service Area	\$19,550,931	\$19,550,931	8.00	8.00

Objective: Provide Financial Assistance for Emergency Medical Services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Financial Assistance Provided for Emergency Medical Services in Compliance with Statutory Requirements	Fiscal Year 2006: Return to Localities is 25%, VAVRS is 2.5% and RSAF is 31.75%	100% award and obligation of RSAF funds and 100% distribution and expenditure of funds designated for localities and VAVRS.

State Office of Emergency Medical Services

The Virginia Emergency Medical Services (EMS) system is very large and complex, involving a wide variety of EMS agencies and personnel, including volunteer and career providers functioning in volunteer rescue squads, municipal fire departments, commercial ambulance services, hospitals, and a number of other settings to enable the EMS community to provide the highest quality emergency medical care possible to those in need. Every person living in or traveling through the state is a potential recipient of emergency medical care. The VDH, Office of Emergency Medical Service (OEMS) is responsible for developing an efficient and effective statewide EMS system.

Statewide planning and coordination is essential to assure the availability of quality emergency medical care across the Commonwealth and to provide a more coordinated response in large scale or mass casualty events requiring resources from a large number of EMS agencies and personnel. All aspects of the EMS system are included in statewide planning and coordination. The Office of Emergency Medical Services has developed a 5-Year-Plan that addresses specific services including: technical assistance related to general EMS system design and operation, EMS communications system design and implementation, recruitment & retention of EMS personnel, EMS training and continuing education for all levels of EMS providers, specialty care center designation, Critical Incident Stress Debriefing, and public information and education. The State EMS Advisory Board, its many committees, and eleven Regional EMS Councils are essential partners in the statewide planning and coordination effort.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,403,585	\$2,403,585	19.00	19.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$135,093	\$135,093	0.00	0.00
Total for Service Area	\$2,538,678	\$2,538,678	19.00	19.00

Objective: Provide Emergency Operations, Training and Response

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of EMS personnel trained in Mass Casualty Incident Response	As of July 1, 2004, 5,300 have been trained in Mass Casualty Incident Management (MCIM) while attending basic EMT certification course.	Train 1,000 new EMT personnel in MCIM each year.

Regional Emergency Medical Services Councils

This service area is responsible for the coordination and integration of regional emergency medical services (EMS) into a statewide EMS system. Each of the 11 Regional EMS Councils maintains staff and facilities to conduct on-going coordination, planning, technical assistance, implementation, and evaluation of the EMS system within its designated service area. This is accomplished by maintaining a forum to facilitate the development and coordination of an effective and efficient regional EMS system, promoting and acting as an advocate for issues beneficial to the EMS system, and maintaining an advisory structure comprised of a governing Board of Directors and committees.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,685,314	\$2,685,314	0.00	0.00
Total for Service Area	\$2,685,314	\$2,685,314	0.00	0.00

Objective: Provide Statewide Regional Planning for Virginia's Emergency Medical Services System

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent completion of the total number of contracted services within the performance based contract for each Regional EMS Council.	In fiscal year 2004 there was an overall 88% completion rate for all Regional EMS Councils' contracted services.	Each of the Regional EMS Council contracts will have a 95% completion rate for Fiscal Year 2007.

Anatomical Services

This service area provides donated cadavers to medical schools and research centers in the Commonwealth of Virginia for anatomical study. The nonprofit State Anatomical Program, supervised by the Office of the Chief Medical Examiner (OCME) within the Virginia Department of Health, is the only program in Virginia authorized to receive donation of human bodies for scientific study for the teaching of anatomy, surgery, and performing research in Virginia's medical schools, colleges, universities, and research facilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$186,451	\$186,451	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$10,256	\$10,256	0.00	0.00
Total for Service Area	\$196,707	\$196,707	3.00	3.00

Objective: Increase the number of donor cadavers available to medical schools and research centers in Virginia, in order to provide sufficient anatomical material to properly teach anatomy of the human body.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of cadavers provided to Virginia medical schools and research centers.	Baseline for FY 2005 was 310 cadavers.	360 cadavers in FY 2006.

Medical Examiner Services

This service area provides medicolegal death investigation. In Virginia, the first line of death investigation is the local city/county Medical Examiners (ME) who conduct the initial medicolegal death investigation and serve as the principal case investigator in the locality for deaths falling within their jurisdiction and statutory authority. The VDH Office of the Chief Medical Examiner (OCME) currently supports more than 225 local medical examiners. They receive the initial notification of death, collect the history of events surrounding the death and determine if the death should come under the jurisdiction of the medical examiner. Local medical examiners may examine and sign the certificate of death on medical examiner cases or, in accordance with OCME professionally established guidelines, refer certain classes of cases for more intensive death investigation and medicolegal autopsy at a district office.

When an autopsy is required, it is conducted by a Board Certified forensic pathologist in one of four district offices: Fairfax, Norfolk, Richmond or Roanoke. Each district is staffed by pathologists, death investigators, clerical and morgue personnel. These high security facilities are uniquely constructed with refrigeration, special ventilation, lead lined rooms for x-ray, autopsy rooms with special equipment, histology labs, and secure storage areas for criminal evidence and lab specimens. Each district has vehicles for limited body transport and for staff to get to court, meetings, and to deliver specimens.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,897,357	\$5,897,357	46.00	46.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$278,111	\$278,111	0.00	0.00
<i>Recruit and retain local medical examiners</i>	\$615,520	\$648,740	0.00	0.00
Total for Service Area	\$6,790,988	\$6,824,208	46.00	46.00

Objective: Enhance Virginia's medicolegal death investigation system through increased local medical examiner recruitment.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of local medical examiners.	Baseline for FY 2005 was 225 local medical examiners.	Target for FY 2006 is 275 local medical examiners.

Objective: Increase the number of identified decedents by implementing the tracking, entry and retrieval of information on Virginia's unidentified decedents.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of identified decedents in the Commonwealth of Virginia.	In FY 2005 1% of medical examiner cases remained unidentified through modern forensic means of identification.	Target for FY 2006 will be to reduce the percentage of unidentified decedents that are medical examiner cases to .7%.

Health Statistics

This service area is responsible for the dissemination of health statistics information. This information is processed and made available to VDH, legislators, other government agencies, the National Center for Health Statistics, and the general public. There are six principal categories of statistical data managed by this service area: births, deaths, natural fetal deaths, induced terminations of pregnancy, marriages and divorces. These statistics are presented in the form of annual reports, special reports, electronic data exchange and consultation. This service area is administered by the VDH's Center for Health Statistics.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$850,072	\$850,072	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$38,970	\$38,970	0.00	0.00
Total for Service Area	\$889,042	\$889,042	10.00	10.00

Objective: Improve the production of accurate, timely, and relevant health statistics

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Data processing error rate	Perform all work assignments with less than 2% errors (FY 2005).	Maintain maximum 2% error rate in FY 2006.
Timeliness of response to data requests	On average, all customer requests are responded to within 48 business hours (FY 2005).	Maximum 48 business hours (FY 2006).

Vital Records

This service area is responsible for the registration, collection, preservation, amendment and certification of vital records. The vital records system consists of births, deaths, spontaneous fetal deaths, induced termination of pregnancy, marriages, divorces or annulments, adoptions and amendments (alteration to a vital record). This service area is administered by the VDH Division of Vital Records.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,600,914	\$4,600,914	56.00	56.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$166,609	\$166,609	0.00	0.00
<i>Increase special fund appropriation for Vital Records</i>	\$867,603	\$867,603	0.00	0.00
Total for Service Area	\$5,635,126	\$5,635,126	56.00	56.00

Objective: Decrease time required to respond to a citizen's request for a vital record.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of business days required to respond to mailed in requests for a vital record that requires no amendments to the vital record.	Five days	Four days by December 2005.

Objective: Compile, and post on the internet, marriage, divorce, and annulment data from the year 2000 forward.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of aggregate marriage, divorce and annulment data for the years 2000 and forward that are automated and posted to the VDH Website.	Zero percent (0%)	100% by May 2006.

Immunization Program

This service area has responsibility for the support and oversight of statewide immunization activities. Through a variety of activities, the service area strives to maintain and distribute an adequate and viable vaccine supply. The program also conducts quality assurance site visits, oversees the investigation of suspected cases of vaccine preventable disease and assesses immunization coverage statewide. These and other program activities are effective in protecting the health of all Virginians.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,616,721	\$5,616,721	37.00	37.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$101,589	\$101,589	0.00	0.00
Total for Service Area	\$5,718,310	\$5,718,310	37.00	37.00

Objective: Achieve and maintain maximum immunization coverage rates in Virginia's children and adults.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Immunization coverage rates of children at 2 years of age.	81% (2004)	88%(2007)
Immunization coverage rates of children at school entry.	94% (2004)	95% (2007)

Objective: Improve influenza and pneumococcal coverage rates in persons 65+ years of age.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Influenza vaccination coverage rates in persons 65+ years of age.	69% (2003)	80% (2007)
Pneumococcal vaccination coverage rates in persons 65+ years of age.	65% (2003)	77% (2007)

Tuberculosis Prevention and Control

The purpose of this service area is to control, prevent, and eventually eliminate tuberculosis (TB) from the Commonwealth. Through a variety of activities, the service area strives to detect every case of TB, assure the adequacy and completeness of treatment, and prevent further disease transmission. This service area is administered by the Division of Tuberculosis Control (DTC). The service area also includes the Newcomer Health Program (NHP), which focuses on the health needs of refugees newly resettled in Virginia. Major activities include:

- Disease surveillance for all TB cases from time of initial suspicion through case disposition,
- Consultation to local health departments on treatment, diagnosis, case management, contact investigations, discharge planning, and media relations,
- Direct assistance in large-scale contact investigations, when clusters are identified, and when needed on individual cases,
- Development of policies ranging from preventing disease transmission to the proper use of personal protection equipment,
- Oversight of TB awareness activities for the public and training opportunities for local health department personnel,
- Assistance and guidance to local health departments when involuntary isolation of a recalcitrant patient is required to minimize risks to others in the community,
- Application and administration of federal grants to fund the TB program,
- Coordination and facilitation of the initial health assessments of all newly arriving immigrants with a refugee or asylum status,
- Collection of data on refugee arrivals, health conditions and outcome of their assessment data , and
- Notification to local health districts that a newly arrived immigrant or refugee requires screening for tuberculosis.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,817,032	\$1,817,032	19.00	19.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$51,667	\$51,667	0.00	0.00
Total for Service Area	\$1,868,699	\$1,868,699	19.00	19.00

Objective: Reduce the occurrence of TB disease among Virginia residents

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The proportion of patients who complete an adequate and appropriate course of treatment within 12 months of treatment initiation.	During the five-year period from 1998-2002, Virginia averaged a completion rate of 91.7%.	By 2007, increase the proportion of patients who complete adequate and appropriate treatment within 12 months to at least 94%
The percentage of infected contacts of infectious TB that are placed on treatment for latent TB infection (LTBI) and complete that treatment regimen.	During the five-year period from 1998-2002, an average of 72.4% of the patients completed a course of treatment for LTBI.	By 2007, increase the proportion of patients who complete treatment for LTBI to at least 78%

Sexually Transmitted Disease Prevention and Control

STD Prevention and Control Services provides for the prevention and control of morbidity and mortality associated with sexually transmitted diseases (STD) and their complications, including assistance to local health departments and community organizations. Activities include:

- Oversight of statewide program activities;
- Policy and guidelines development;
- Grants management for STD Prevention and Control;
- Diagnostic and laboratory support for gonorrhea and chlamydia testing;
- Partner services (patient counseling, interviewing and partner referral);
- Early detection, referral, and treatment;
- Technical assistance and consultation;
- Targeted outreach to high-risk individuals;
- Clinical and field screening;
- Community-based organization funding to provide syphilis and other STD interventions;
- Deployment of the Virginia Epidemiology Response Team (VERT) for outbreak situations;
- Risk reduction counseling;
- Oversight and management of surveillance activities, including forms completion, data management, trend analyses and disease monitoring, reporting and STD research initiatives;
- Program evaluation and quality assurance assessments; and
- Health care provider training and education.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,852,166	\$1,852,166	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$25,258	\$25,258	0.00	0.00
Total for Service Area	\$1,877,424	\$1,877,424	11.00	11.00

Objective: Reduce the incidence of Sexually Transmitted Diseases (STD) among Virginia's citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Primary/secondary Syphilis incidence rate	The five-year (CY2000-2004) moving average of the annual incidence rate is 1.37 cases per 100,000 persons.	By the end of CY2009, reduce the five-year moving average incidence to 1 per 100,000.
Gonorrhea incidence rate	The five-year (CY2000-CY2004) moving average of the annual incidence rate is 135.9 cases per 100,000 persons.	Reduce the five-year moving average incidence rate to 122.6 by the end of CY2009.
Chlamydia incidence rate	The incidence rate for CY2004 was 290.1 cases per 100,000 persons. A firm baseline will be established by the end of CY2006.	Reduce the incidence rate annually.

Disease Investigation and Control Services

Disease Investigation and Control Services works to detect, assess, and control the spread of various communicable diseases. This service area focuses on approximately 50 different diseases of public health importance, including diarrheal diseases, hepatitis, meningitis, rabies, and vector-borne diseases (such as Lyme disease and West Nile Virus). Disease surveillance contains a variety of components, such as the following:

- Receiving reports from physicians, hospitals, and laboratories about people possibly diagnosed with a communicable disease of public health importance;
- Monitoring for the occurrence of disease in mosquitoes, birds, other animals, or contamination in the environment that could potentially lead to illness in humans;
- Tracking trends in daily utilization of medical care by reviewing data from emergency departments, provider claims, and pharmaceutical sales to detect unusual occurrences of disease;
- Compiling statistics to identify trends and patterns in disease activity in order to detect outbreaks or other disease events and producing reports summarizing disease activity data;
- Disease consultation and policy development to provide recommendations regarding interventions that can be implemented to interrupt the spread of disease;
- Outbreak investigations to identify the source of an outbreak and prevent other people from being exposed to the source; and
- Monitoring for and responding to emerging infections and terrorism-related illnesses.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,788,626	\$3,788,626	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$93,312	\$93,312	0.00	0.00
Total for Service Area	\$3,881,938	\$3,881,938	9.00	9.00

Objective: Conduct comprehensive surveillance for communicable diseases of public health significance.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of viable surveillance systems for environmental vehicles and non-human vectors of disease	In June 2005, five systems existed, for reporting non-human indicators of WNV infection, animal rabies, harmful algal blooms, beach monitoring, and recreational water quality. Data from these systems are accessible to local health department staff.	By June 2006, maintain the existing five systems and ensure that they continue to function in a way that is useful to the agency and its customers.

HIV/AIDS Prevention and Treatment Services

HIV/AIDS Prevention and Treatment Services seeks to reduce the burden of HIV/AIDS on the Commonwealth. This service area identifies populations at greatest risk for becoming infected, provides services to prevent new HIV infections among individuals at risk, tracks the disease, links infected individuals into care, and provides treatment/medication to individuals who would otherwise be unable to access care. Additional activities include, but are not limited to:

- Development of policies and guidelines;
- Grants management for HIV prevention, surveillance and care;
- Funding of community-based organizations to provide health education programs to individuals at risk for acquiring or transmitting the disease;
- Public information for both the general public and targeted groups through hotline services and public information campaigns;
- Quality assurance for both health department and community-based service provision; and
- Provision of pharmaceutical services and medications to low income, uninsured persons for the treatment of HIV infection through the AIDS Drug Assistance Program (ADAP).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$31,719,424	\$31,719,424	28.00	28.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$416,826	\$416,826	0.00	0.00
Total for Service Area	\$32,136,250	\$32,136,250	28.00	28.00

Objective: Decrease new HIV infections among Virginia's citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
HIV infection incidence rate	The three-year rolling average incidence as of 2004 was 14.7 cases per 100,000 persons.	By the end of 2009, reduce the HIV incidence rate to no more than 12 cases per 100,000.
Percentage of individuals with newly-diagnosed HIV infection who receive their HIV test results.	The 2004 baseline was 61%.	Increase the percentage of individuals with newly-diagnosed HIV infection who receive their test results by 3% annually to achieve a rate of 80% by 2010.

Objective: Ensure that HIV-infected individuals receive optimal health care services that prolong length and quality of life.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Five-Year HIV Survival Rate	The five-year survival percentage was 93.7% for 1999 diagnoses.	Maintain the percentage of individuals diagnosed with HIV who survive at least five years at no lower than 93% annually.
Percent of HIV-Infected Persons Receiving Optimal Drug Therapy	For fiscal year 2004, 97.7% of active ADAP clients receiving antiretrovirals were on regimens containing three or more medications.	Maintain at least 96% of active ADAP clients receiving antiretrovirals on regimens containing three or more medications annually.

Health Research, Planning and Coordination

The purpose of this service area is to improve access to quality health care for all Virginia residents by: 1) contributing to the development of health policy in the Commonwealth through analyses and research of the issues affecting the cost, quality, and accessibility of health care; 2) assisting rural and medically underserved communities and populations to improve healthcare systems; and 3) developing as well as administering programs to increase and strengthen the healthcare workforce. This service area is administered by the VDH Office of Health Policy and Planning (OHPP).

Products and services include:

- State Office of Rural Health,
- Designations of medically underserved areas or health professional shortage areas,
- Healthcare practitioner Recruitment and retention programs,
- Critical Access Hospital Program,
- Culturally and Linguistically Appropriate Health Care Services Program,
- Small Rural Hospital Improvement Program,
- Minority Health Program,
- National Health Service Corp Program, and
- Telehealth Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,557,836	\$2,557,836	10.00	10.00
Transfer centrally funded amounts to agency budgets	\$56,495	\$56,495	0.00	0.00
Provide culturally and linguistically appropriate health care services	\$125,000	\$125,000	0.00	0.00
Total for Service Area	\$2,739,331	\$2,739,331	10.00	10.00

Objective: Increase access to primary health care services in medically underserved areas of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of medically underserved counties, census tracts, and minor civil divisions that are newly designated or redesignated as medically underserved areas or health professional shortage areas.	Fifteen areas were newly designated and no areas were redesignated from April 2003 to May 2004	Increase the number of areas newly designated to twenty and the number of areas redesignated to twenty in FY07

Regulation of Health Care Facilities

This service area implements the Virginia medical facilities and services licensure laws and regulations in order to assure quality of care and protect the public. This is accomplished through:

- Licensure of five categories of medical care facilities or services: hospitals, outpatient surgical hospitals, nursing facilities, home care organizations, and hospice programs;
- Regulatory development to establish minimum requirements to assure quality health care, while assuring efficient and effective program operation;
- Certification and registration programs for managed care health insurance plans and private review agents;
- Investigation of consumer complaints regarding the quality of health care services received;
- Providing training and technical assistance to medical facilities and practitioners; and
- Inspection and enforcement of medical care facility and services licensing laws and regulation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,737,852	\$7,737,852	84.00	84.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$488,113	\$488,113	0.00	0.00
Total for Service Area	\$8,225,965	\$8,225,965	84.00	84.00

Objective: Improve the quality of life and the quality of health care provided to long-term care residents diagnosed with pressure ulcers, or at risk for acquiring pressure ulcers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of residents of long term care facilities who have pressure ulcers	The fiscal year 2004 Virginia pressure ulcer rate was 13%.	Reduce the Virginia pressure ulcer rate to below 13% by the end of fiscal year 2006.

Certificate of Public Need

This service area implements the Virginia Medical Care Facilities Certificate of Public Need (COPN) laws and regulations. The COPN program requires that a provider of health care services must demonstrate that a public need exists for certain listed equipment and services before establishing the service or adding capacity. The program was established in Virginia in 1973. The statutory objectives of the program are: (i) promoting comprehensive health planning to meet the needs of the public; (ii) promoting the highest quality of care at the lowest possible cost; (iii) avoiding unnecessary duplication of medical care facilities; and (iv) providing an orderly procedure for resolving questions concerning the need to construct or modify medical care facilities. In essence, the program seeks to contain health care costs while ensuring financial and geographic access to quality health care for Virginia citizens.

Products and services include:

- Permitting of 11 categories of medical care facilities or services;
- Review, analysis and formulation of recommendations for COPN request based on 20 criteria for determining need;
- Assist the State Health Commissioner in the administration of the COPN program;
- Regulatory development to provide an orderly procedure for resolving questions concerning the need to construct or modify medical care facilities;
- The State Medical Facilities Plan;
- Assessing and tracking of charity care contributions from COPN applicants;
- Participating in informal fact finding conferences;
- The nursing facility Request for Applications (RFA) process;
- Release of monthly and annual reports on the status of COPN projects reviewed;
- Quadrennial nursing home utilization study.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,090,164	\$1,090,164	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$65,283	\$65,283	0.00	0.00
Total for Service Area	\$1,155,447	\$1,155,447	11.00	11.00

Objective: Improve compliance with agreed upon conditions of approval for certificates of public need.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rate of COPN Condition Compliance Reporting	The average annual reporting of compliance with conditions through the end of FY 2004 was 35% of expected reports.	Increase compliance with the reporting requirement to 60% by June 30, 2006.
Rate of Compliance with Conditioned Obligations	The average compliance with conditions through the end of FY 2004 was 25% of agreed upon obligations.	Increase compliance with the obligations of agreed upon conditions to 60% by June 30, 2006.

Child and Adolescent Health Services

This service area administers much of the child health services component of the federal Maternal Child Health Block Grant, including the program for children with special health care needs. It provides surveillance through assessment, screening and other child-find activities; analyzes and develops policy related to child and adolescent health; works to assure that children and their families are linked to needed health services; and provides training and technical assistance to partners promoting safe and healthy environments for children.

This service area implements the following programs and initiatives statewide or agency wide:

- Programs for children with special health care needs, including: Care Connection for Children, Child Development Services, Bleeding Disorders Program, Newborn Screening Services, Early Hearing Detection and Intervention Services, Virginia Congenital Anomalies Reporting and Education (VaCARES);
- Childhood Lead Poisoning Prevention (Lead-Safe Virginia);
- Healthy Child Care Virginia;
- Adolescent Sexual Health including the Abstinence Education Initiative, Teenage Pregnancy Prevention Initiative, and Better Beginnings Coalitions;
- Bright Futures anticipatory guidance;
- Technical assistance on clinical issues related to the early childhood (Birth – 5), school age, and adolescent populations in the preschool and school setting; and
- Policy analysis and quantitative assessment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,271,147	\$16,271,147	65.00	65.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$114,409	\$114,409	0.00	0.00
Total for Service Area	\$16,385,556	\$16,385,556	65.00	65.00

Objective: Identify clinical conditions that, if not detected and treated early, may result in significant morbidity and mortality to infants and children.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of infants born in Virginia who are screened for selected heritable disorders/genetic diseases	2-year average (calendar years 2003-2004) to be determined by August 2005.	Maintain 100% in FY06.
Percent of newborns who are screened for hearing loss before hospital discharge.	95.7% of newborns were screened for hearing loss before discharge from a Virginia hospital during calendar year 2003.	96% in calendar year 2006
Percent of Medicaid eligible children under the age of 36 months tested for lead exposure.	9% (three-year average based on FY 02-04)	10% for FY06

Objective: Link children, adolescents, and families to personal health services and community resources.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of CSHCN receiving care coordination services.	FY04 annual number for CCC was 4,894, for VBDP was 218, and CDC was 2,114; total across all networks of 7,226.	7,500 served in all CSHCN networks in FY06
Percent of infants diagnosed with a hearing loss who receive early intervention services before six months of age.	40.28% of infants who were born in Virginia during calendar year 2003 were reported with hearing loss, and received early intervention services before six months of age.	44% in calendar year 2004, to be reported in 2005

Objective: Inform, educate, and empower youth to make healthy lifestyle choices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Teenage pregnancy rates in Alexandria, Crater, Eastern Shore, Norfolk, Portsmouth, Richmond and Roanoke Health Districts.	During 2003: Alexandria - 63.3/1000, Crater - 46.0, Eastern Shore - 38.4, Norfolk - 52.5, Portsmouth - 51.9, Richmond - 80.6, Roanoke - 48.9, Virginia - 27.4	Each district rate to decrease two percent as of 2004, with the actual results to be reported in 2006
Number of total persons served by local Teenage Pregnancy Prevention Programs.	1,020 in FY04	1,200 in FY06
Percentage of Teenage Pregnancy Prevention Program attendees participating in at least 75 percent of program sessions.	80% in FY04	85% in F 06
Percentage of Teenage Pregnancy Prevention Program attendees that receive the "critical does" of program by attending more than ten sessions.	60% in FY04	70% in FY06
Percent of teens in grades 7 - 9 served by the Abstinence Education Initiative reporting never having had sexual intercourse.	84% in FY03	85% in FY07
Number of parents utilizing "Talk 2 Me" toolkit to discuss sexuality with their teens in localities with abstinence education programs.	New measure; baseline data not available. Will use FY06 to determine baseline for FY07	To be developed once baseline is established.

Women's and Infant's Health Services

This service area seeks to improve the health of women and infants in the Commonwealth by assessing their needs, developing policies, building capacity and strengthening the infrastructure to meet these needs, and assuring that quality services are provided to this population. This is accomplished through resource development and allocation; program monitoring and evaluation; public and customer education; technical assistance, consultation and training; and provision of direct services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,849,848	\$4,849,848	19.00	19.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$529,104	\$529,104	0.00	0.00
<i>Expand Resource Mothers program</i>	\$590,000	\$590,000	0.00	0.00
<i>Expand breast and cervical cancer screening services to low-income women</i>	\$405,176	\$405,176	0.00	0.00
Total for Service Area	\$6,374,128	\$6,374,128	19.00	19.00

Objective: Eliminate barriers to care and increase access to care for women, infants and their families by facilitating systemic changes, developing policies, improving practices, providing direct services and pursuing additional funding.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Perinatal mortality rate.	7.0 deaths per thousand resident live births in 2003.	Maintain the rate at no more 7.0 deaths per 1,000 live births by June 2008.

Chronic Disease Prevention, Health Promotion, and Oral Health

This service area implements programs that address chronic diseases that have serious long-term health and social consequences. Chronic diseases including cardiovascular disease (heart disease and stroke), cancer, diabetes and oral diseases are among the most prevalent, costly, and preventable of all health problems. In spite of improvements in prevention in oral health, dental caries (tooth decay) remains the most common chronic disease in Virginia's children.

Products and services include:

- Addressing environmental and policy strategies that affect chronic diseases as well as oral health policies and plans;
- Working with partners to affect change in systems which influence the prevention or control of chronic diseases including access for persons living with disabilities;
- Encouraging healthy lifestyles and addressing risk factors that affect multiple chronic disease states;
- Developing culturally appropriate chronic disease prevention self-management strategies;
- Planning, promoting, and implementing chronic disease prevention training events to develop and enhance partners' knowledge and skills;
- Coordinating resources and messages for media campaigns;
- Supporting communities through grants or agreements for chronic disease initiatives;
- Collaborating across individual disease prevention project areas to achieve a state comprehensive chronic disease prevention approach;
- Developing education, training and oral health promotion programs targeted to school age, maternal, early child and adult/older adult populations;
- Developing, administering and monitoring prevention programs utilizing topical and systemic fluorides to reduce the incidence of tooth decay; and
- Providing technical assistance to local health departments and communities regarding chronic disease intervention and regarding the practice of dentistry through site reviews, recruitment and orientation of staff.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,916,240	\$4,916,240	21.00	21.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$194,774	\$194,774	0.00	0.00
Total for Service Area	\$5,111,014	\$5,111,014	21.00	21.00

Objective: Improve health outcomes and quality of life by addressing risk factors and/or disease management practices contributing to chronic disease morbidity and mortality in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of adult population 18 years and over whom smoke.	2002: 24.6%	By 2007: 22%
Percentage of adult population 18 years and over who are obese.	2002: 23.7%	By 2007: 22%
Rate of deaths per 100,000 with a primary cause of coronary heart disease.	2002: 144.3 deaths per 100,000	By 2007: 140.0 deaths per 100,000

Objective: Inform, educate, and empower Virginians (especially high-risk populations and the organizations that serve them), about oral health and chronic disease prevention and control issues and best practices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of school personnel, preschool staff and health professionals who receive training regarding oral health topics.	1,709 were trained in FY05.	Increase to 2,000 trained in FY07.
Number of citizens of all ages educated regarding oral health.	31,283 citizens served in FY05.	In FY07 serve 35,000 citizens.

Objective: Mobilize and sustain partnerships with coalitions, task groups and councils to develop policies and plans, and implement and evaluate chronic disease initiatives.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of chronic disease state plans.	2005; seven	By 2007; eight
Number of coalitions and partnerships	FY05: 82 coalitions and partnerships	By 2007: maintain 82 coalitions and partnerships
Percent of funded partners that received an annual site visit by DCDPC project area staff.	2004: 100%	By 2007: Maintain 100%

Injury and Violence Prevention

This service area implements strategies to prevent the public health toll of injury and violence across the lifespan. Products and services address childhood and elderly unintentional injury (transportation, home and recreation), suicide and self-inflicted injury, and violence (sexual assault, domestic, youth) and include:

- research and assessment,
- policy and program development,
- training of providers,
- school and community projects,
- promotion and dissemination of safety devices, and
- information dissemination.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,173,438	\$4,173,438	13.00	13.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$251,779	\$251,779	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$280,000	\$280,000	0.00	0.00
Total for Service Area	\$4,705,217	\$4,705,217	13.00	13.00

Objective: Prevent injuries and injury deaths in Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Childhood (0-19 years) unintentional injury death rate.	11.82 injury deaths per 100,000 population (2003)	Maintain the childhood unintentional injury death rate of 11.82 injury deaths per 100,000 population through 2006.

Women, Infants, and Children (WIC) and Community Nutrition Services

This service area administers the U. S. Department of Agriculture’s (USDA) Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Program to eligible residents of the Commonwealth. This service area is administered by the VDH Division of WIC and Community Nutrition Services. In addition the service area supports public health community nutrition throughout the Commonwealth. Recently, the service area has assumed the role of facilitator, convener and leader of obesity prevention and control within the Commonwealth as well.

The Virginia WIC Program serves women who are breastfeeding, pregnant or have just given birth; infants less than one (1) year-old and children less than five (5) years-old. WIC participants must be Virginia residents and meet the financial and nutritional requirements set forth by regulations. Financial eligibility is defined as income below 185% of the federal poverty level while nutritional eligibility is defined by risk factors such as a medical problem or an unhealthy diet. Mothers, fathers and legal guardians may apply for WIC benefits for the children in their care.

The purpose of the program is to assure healthy diets during pregnancy and breast-feeding, infancy and early childhood to age five for eligible families who might otherwise not be able to afford to eat properly. The provision of education for mothers and/or primary care-givers about healthy eating is coupled with vouchers to purchase a defined package of high nutrient foods at community groceries. Increasing attention is being paid to educating families about ways to avoid the risks of childhood obesity while assuring proper nutrition. Breastfeeding is promoted while regular and specially prescribed formulas are provided for infants who are not breastfed.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$65,574,998	\$65,574,998	37.00	37.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$527,668	\$527,668	0.00	0.00
Total for Service Area	\$66,102,666	\$66,102,666	37.00	37.00

Objective: Ensure cost effective administration and management of the WIC program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of newly certified pregnant women enrolled in WIC	Since FY04, the average number of pregnant women becoming certified per month is 1,915.	Increase the monthly average to 2,016 (10% increase) by July 2007.

Local Dental Services

This service area provides a range of oral health services for the community including education, prevention, screening, diagnosis and treatment. The focus is primarily on the provision of quality services to the indigent population and other special population groups, especially children who, for various reasons, lack access to basic oral health care. In addition, the service area recruits volunteers or staff to administer the fluoride mouth rinse programs in schools where lack of fluoridated water places children at higher risk of dental caries. The service area also monitors the oral health status of the community using standard measures of need, including evaluation of demographic data, availability of fluoridated water supplies and supplemental fluoride programs, prevalence of dental disease both past and present, appropriate utilization of dental sealants, and availability and accessibility of dental education, prevention, screening, diagnostic and treatment services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,498,103	\$7,498,103	94.00	94.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$424,944	\$424,944	0.00	0.00
<i>Increase nongeneral fund appropriation for local health departments</i>	\$700,000	\$700,000	0.00	0.00
Total for Service Area	\$8,623,047	\$8,623,047	94.00	94.00

Objective: Improve and maintain population based factors affecting oral health status

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of Local Health Districts that monitor the fluoridation of all public water supplies in the health district and determine the percent of district population served by community water supplies with optimum fluoridation, annually	Five districts (14%) in 2004	15 districts (43%) in 2007
The number of local health districts that have an oral and craniofacial health surveillance system in at least one jurisdiction in the district	3 districts (9%) in 2004	6 districts (17%) by 2007

Objective: Provide oral healthcare services targeting at risk populations, particularly low income children

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of low income children and adolescents receiving dental services provided by local health department public health dental staff	20,793 in FY04	21,831 (5% increase) by FY07
Number of dental sealants placed on teeth of low income children and adolescents by public health dental workforce	19,429 in FY04	21,371 (10% increase) by FY07

Restaurant and Food Safety, Well and Septic Permitting and Other Environmental Health Services

This service area enforces Virginia's sanitary regulations that are designed to protect the public health of Virginians and visitors to Virginia. This is accomplished by enforcing regulations pertaining to food, hotels, summer camps, campgrounds, migrant labor camps, swimming pools, private wells, onsite sewage disposal, and other environmental health laws. Products and services include:

- Customer service, such as technical assistance, training, Freedom of Information Act (FOIA) requests, and maintenance of records;
- Inspection and enforcement of food safety, swimming pools, milk plants, hotels, summer camps, campgrounds, migrant labor camps, private well and onsite septic system laws and regulations;
- Permitting of food establishments, hotels, milk plants, summer camps, campgrounds, migrant labor camps, and swimming pools;
- Collecting specimens of animals suspected of having rabies and transporting them to DCLS for testing; and
- Responding to citizen complaints concerning environmental health hazards with the potential of endangering the public health e.g. standing water, lead exposure, unsanitary disposal of trash, rodent infestations, etc.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$32,529,636	\$32,529,636	530.00	530.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,216,216	\$2,216,216	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$1,497,492	\$1,497,492	21.00	21.00
<i>Ensure food safety by addressing growing gap in demand for Environmental Health Services</i>	\$456,400	\$456,400	8.00	8.00
Total for Service Area	\$36,699,744	\$36,699,744	559.00	559.00

Objective: Reduce environmental and communicable disease hazards due to contaminated wells and failing onsite sewage disposal systems.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of repair applications granted for failing onsite septic sewage disposal systems.	VDH issued repair permits for 80% of all known failing onsite sewage disposal systems in FY05.	Issue repair permits for 85% of all known failing systems in FY06.

Objective: Reduce environmental and communicable disease hazards at food establishments, hotels, swimming pools, migrant labor camps, campgrounds and milk plants.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Frequency of restaurant inspections.	In FY04, 65% of all scheduled restaurant inspections, in accordance with VDH policy which establishes an inspection frequency based on the restaurant's risk classification, were conducted within 30 days of the scheduled date.	Conduct 70% of scheduled restaurant inspections within 30 days of scheduled date during FY06.

Local Family Planning Services

Local family planning services provide primary and secondary prevention, as well as health promotion, diagnosis and treatment. Family planning counseling is an example of primary prevention. The counseling involves specific intervention to protect against an unintended condition (pregnancy), or to plan for a future pregnancy. This is a voluntary program that offers all men and women in the Commonwealth, regardless of financial status, a means to exercise personal choice in determining the number and spacing of their children. Secondary prevention such as Papanicolaou smear or Chlamydia screening promotes early case finding for cervical cancer and infertility. Health promotion activities such as nutrition counseling, smoking cessation, and behavioral risk reduction counseling all focus on activities that increase a person's overall level of health and health awareness. Family planning services assist individuals in preventing sexually transmitted infections and play a major role in the early detection of breast and cervical cancer. Local family planning services also include:

- Promotion of abstinence education and family involvement messages to minors seeking services,
- Provision of acceptable and effective methods of contraception, and
- Pre-conceptional counseling.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,853,534	\$15,853,534	215.00	215.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$808,595	\$808,595	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$578,715	\$578,715	13.00	13.00
Total for Service Area	\$17,240,844	\$17,240,844	228.00	228.00

Objective: Increase the number of individuals served who are in need of publicly funded family planning services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of individuals served	Local Health Departments provided family planning services to 80,105 customers in CY04	80,905 (1 percent increase) in CY06

Objective: Reduce the teenage pregnancy rate.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Teen pregnancy rate	Virginia Teen Pregnancy rate for 10-19 year olds was 27.4 in 2003	Reduce the 2003 rate by 1% in calendar year 2006

Support for Local Management, Business, and Facilities

This service area provides leadership, programmatic direction, and management of human and financial resources for local health departments (LHDs). LHDs are organized into districts to achieve management efficiencies and comprise between one and ten political subdivisions. This service area includes business functions such as budgeting, accounting, and procurement and makes resource allocation decisions among political subdivisions based on need, available local matching funds, and estimates of earned revenue. Resources include local health department staff, funding, equipment, supplies, office space, buildings, and vehicles. Support encompasses ongoing assessment and evaluation to assure that services and programs of the local health department continue to match local community needs. Sound management and close oversight ensure that expenditures for essential local public health services remain as low as possible; and that programs are effective in attaining goals and comply with all applicable federal, state, and local laws, regulations, and policies.

Local health departments operate under two models. The vast majority of cities and counties contract with VDH. Three local governments (Arlington and Fairfax counties, and the City of Richmond) sought and obtained General Assembly approval to administer LHDs as a unit of local government. Richmond City has recently requested to 'reaffiliate' with VDH and efforts are underway to accomplish this. Locally administered health departments must comply with the same programmatic requirements, policies, regulations, and laws as other LHDS.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$44,799,306	\$44,799,306	342.00	342.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,287,215	\$3,287,215	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	(\$2,216,082)	(\$2,216,082)	20.00	20.00
<i>Address critical local health department facility needs</i>	\$281,116	\$281,116	0.00	0.00
Total for Service Area	\$46,151,555	\$46,151,555	362.00	362.00

Objective: Strengthen essential public health programs through monitoring and evaluating current performance.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Performance of local health departments compared to national standards	New measure; baseline data not available. Baseline to be developed by the end of FY06	100 percent of local health departments meet at least 80 percent of established standards by FY09.

Objective: Follow good business practices to ensure ethical stewardship of public funds.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Compliance with Internal and External Audit requirements.	Most recent audit of each local health department	100% of local health departments will have no material weaknesses, including internal control failures, and will take corrective action to assure no repeat audit findings, by FY07.

Local Maternal and Child Health Services

Maternal and Child Health at the local level provides essential public health service functions which are necessary to protect and improve the health of pregnant women, infants, children and adolescents in a healthy environment, whether that is the family, an external setting such as daycare, or the broader community. Maternal and child health services include assuring provision of direct or facilitative care services, assuring provider and parent capabilities, and mobilizing community partnerships in identifying and achieving solutions. Services include:

- Assure pregnancy identification, and prenatal care, follow up and referral services through postpartum care;
- Provide case coordination and/or case management services in order to increase the ability of the client to meet prenatal care guidelines, understand and practice healthy behaviors prior to and during pregnancy, and achieve healthy pregnancy outcomes;
- Mobilize groups, coalitions and systems within the community that promote and assure services (families, providers, voluntary, corporate or other organizations);
- Facilitate health insurance enrollment for children and families;
- Provide safety net ambulatory care for sick and well children in coordination with community health care resources;
- Screen and identify early intervention for physical and developmental conditions that affect health and learning readiness, and health problems related to environmental factors, such as lead and asthma;
- Provide infant and child case management services, developmental assessment, anticipatory guidance and injury prevention;
- Promote provider education on public health principles, practices, and professional care standards as they affect health outcomes; and
- Assure care of children with health needs in group settings such as day care, preschool and school, including identification of individual and group health and safety needs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$37,375,203	\$37,375,203	668.00	668.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,356,513	\$2,356,513	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$2,143,665	\$2,143,665	24.00	24.00
Total for Service Area	\$41,875,381	\$41,875,381	692.00	692.00

Objective: Improve pregnancy outcomes by assuring early entry into prenatal care.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of pregnancies receiving direct or facilitative services through local health departments	Local health departments provided care or care coordination to 8,255 prenatal patients in federal FY03.	Increase the number of prenatal patients provided care or care coordination by local health departments by 2% over baseline in FY07.

Objective: Identify, address, and refer for appropriate services children with special health care needs (children who have or are at risk for chronic medical, emotional, behavioral or developmental disorders)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of children with special health care needs (CSHCN) served through local health districts, including children served through the Child Development Clinic system	VDH Child Development Clinics served 3,144 CSHCN in FY04.	Increase by 2% the number of CSHCN served through VDH Child Development Clinics and through local health departments, over baseline in FY06.

Local Immunization Services

Local health departments have statutory responsibility to maintain and operate effective immunization programs which provide vaccines to the public with an emphasis on the vaccine-preventable diseases of childhood such as chicken pox, diphtheria, haemophilus influenza, hepatitis B, measles, mumps, pertussis, polio, rubella, and tetanus. Additional targeted groups for the provision of influenza vaccine are the very young, those with certain environmental or medically high risk conditions, and the elderly who are also targeted for bacterial pneumonia vaccination. Local health departments maintain an inventory or assure access to rabies vaccine and biologicals for administration to those citizens exposed to wild or domestic animals when rabies disease is suspected or proven in the animal. Local health departments participate in and implement on an as-needed basis emergency preparedness measures such as the recent smallpox vaccination program. All local health departments develop and maintain mass vaccination plans in accordance with state and federal emergency preparedness guidelines. Many local departments offer meningitis vaccinations for beginning students at higher education institutions. Many local health departments provide immunizations required or recommended for foreign travel.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,055,428	\$8,055,428	112.00	112.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$268,034	\$268,034	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$275,445	\$275,445	5.00	5.00
Total for Service Area	\$8,598,907	\$8,598,907	117.00	117.00

Objective: Achieve and maintain maximum immunization coverage rates in Virginia's infants and children.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Immunization coverage rates of children at 2 years of age	81% (2004)	88% (2007)
Immunization coverage rates of children at school entry	94% (2004)	95% (2007)

Objective: Improve influenza and pneumococcal coverage rates in persons 65+ years of age.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Influenza vaccination coverage rates in persons 65+ years of age	65% (2003)	80% (2007)
Pneumococcal vaccination coverage rates in persons 65+ years of age	65% (2003)	77% (2007)

Local Communicable Disease Investigation, Treatment, and Control

The local health department's Communicable Disease Prevention, Investigation, Treatment and Control services work with partners to prevent, detect, assess, respond, treat and control communicable diseases, emerging infections and terrorism related illnesses. These activities are performed in accordance with guidance, policies and procedures of VDH's Surveillance and Investigation, Immunization, Sexually Transmitted Disease, HIV/AIDS, Tuberculosis, and Newcomer Health programs.

Local Health Department Communicable Disease Services include:

- Disease prevention services,
- Disease surveillance to detect the occurrence of disease as quickly as possible,
- Consultation and technical assistance to health care providers, schools and institutions,
- Media relations, press releases and education material,
- Development of disease-specific emergency response plans,
- Health screenings for refugees,
- Disease record management,
- Outbreaks and individual disease investigations,
- Disease exposure notification and counseling services,
- Monitoring for and responding to emerging infections and terrorism-related illnesses,
- Clinical diagnoses and treatment of communicable diseases (including STD, HIV/AIDS and Tuberculosis),
- Medical treatment case management, and
- Assist providers in reporting vaccine adverse events.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,654,536	\$14,654,536	211.00	211.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,264,410	\$1,264,410	0.00	0.00
<i>Increase nongeneral fund appropriation for local health departments</i>	\$1,300,000	\$1,300,000	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$600,298	\$600,298	11.00	11.00
<i>Increase position level to maintain local public health services in Suffolk</i>	\$0	\$0	18.00	18.00
Total for Service Area	\$17,819,244	\$17,819,244	240.00	240.00

Objective: Prevent syphilis transmission in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of early syphilis cases appropriately treated within seven days of diagnosis.	The annual proportion of reported early syphilis cases that were treated in seven days or less is 74% (135/182). This outcome is based on a three year average (CY 2002 – 2004).	Ensure that at least 76% of the reported early syphilis cases are appropriately treated each calendar year.

Objective: Increase the proportion of Tuberculosis (TB) patients who complete an adequate and appropriate course of treatment within 12 months of treatment initiation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Completion of TB Treatment within 12 months	During the five-year period from 1998-2002, Virginia averaged a completion rate of 91.7%.	Increase the proportion of patients who complete adequate and appropriate treatment within 12 months to at least 94% by FY07.

Local Home Health and Personal Care Services

This service area provides home health, personal care, and pre-admission screening for nursing home placement.

In 1965, Federal legislation established Medicare as the health insurance program for Social Security beneficiaries. The Medicare program includes a home health benefit that provides part-time or intermittent care for homebound Medicare recipients. Services require a written physician plan of care and include skilled nursing, physical, occupational and speech therapies, home health aide services and medical social work services. At the time Medicare was enacted, local health departments in Virginia established Medicare-certified Home Health Agencies under the direction of the VDH Office of Home Health Services. Most local health departments provided home health services until the late-1980's, when private home health agencies replaced most of the public agencies during the ensuing decade.

The Omnibus Budget Reconciliation Act (OBRA) of 1997 authorized the reimbursement system for Medicare Home Health benefits to change from fee-for-service to a Prospective Pay System (PPS). This change was implemented in October, 1997 and, along with the increasing prevalence of private agencies across the state, prompted the few remaining local health department home health agencies to close. The Western Tidewater Health District elected not to close its home health agency for two reasons. The district assessed the PPS reimbursement method and determined that public agencies would not experience the reduction in revenue the PPS was predicted to create in private sector agencies. In addition, the experience of the District indicated that there were no private agencies that would accept uninsured or low income self-pay patients or that would serve the total, very rural, geographic area of Western Tidewater. By electing to remain a home health provider, the District assured that services would be available to all eligible residents regardless of their ability to pay or where they lived in Western Tidewater.

The legislation that established Medicare also established the Medicaid insurance program under Title XIX of the Social Security Act as a jointly funded federal and state program to provide medical assistance to low-income individuals. Federal Medicaid law allows states to craft Medicaid waiver programs to meet specific state needs. In 1984, Virginia established the Personal Care program to offer in-home care in lieu of nursing home placement to Medicaid-eligible individuals if the in-home care was less expensive than the cost of a nursing home. A number of local health departments in Virginia elected to contract with the Department of Medical Assistance Services (DMAS) as personal care providers. Over the next 20 years, however, nearly all local health departments closed their Personal Care programs when private sector personal care agencies became robust enough to meet the needs of the community. The Pittsylvania-Danville and Western Tidewater Health Districts have maintained Personal Care programs. Both districts cover large rural areas where the private sector has been unable to meet the demand for services for numerous reasons and the public agencies continue to assure that all eligible residents are able to access the service.

Virginia has initiated other Medicaid waiver programs to improve health care access for specific low-income populations. Among others, they include an AIDS waiver, Respite services for Personal Care recipients, and Mental Retardation waiver services. The Western Tidewater Health District contracts with DMAS to provide Respite services as an adjunct to Personal Care. There are no other providers of MR waiver services in the geographic area served by Western Tidewater, so the district also contracts with DMAS to provide those services to a population who would otherwise remain unserved.

The Medicaid program requires Nursing Home Pre-admission Screening (NHPAS) to assure that extended care facility admission is appropriate. The Code of Virginia requires that local health department staff serve as members of the community-based screening teams. All local health departments in Virginia provide the physician and nurse members of the local screening team.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,313,632	\$5,313,632	24.00	24.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$38,733	\$38,733	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$227,570	\$227,570	3.00	3.00
<i>Increase position level to maintain local public health services in Suffolk</i>	\$0	\$0	16.00	16.00
Total for Service Area	\$5,579,935	\$5,579,935	43.00	43.00

Objective: Provide community-based Nursing Home Pre-Admission Screening (NHPAS) for Virginians who are at risk for nursing home placement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Community-based NHPAS conducted by local screening teams.	In CY04, 96% of community nursing home screenings conducted by local health departments were reported and recorded in the VDH Web-vision database.	100% of nursing home screening data reported and recorded in the VDH Web Vision data base by December 31, 2006.

Local Chronic Disease and Prevention Control

Chronic Disease Prevention and Control includes two broad areas of local health department services; 1) prevention of chronic diseases before they occur through health promotion and disease prevention activities and 2) provision of clinical services for indigent patients with chronic diseases (provided by some local health departments).

Health promotion and disease prevention services are activities directed to reducing mortality and morbidity or premature mortality and morbidity associated with chronic diseases such as heart disease, cancer, diabetes, arthritis, asthma and stroke. The main focus of these programs is to reduce controllable risk factors such as high blood pressure, cholesterol, smoking, physical activity and obesity. This includes a wide range of services to assist citizens such as blood pressure and cholesterol screening and counseling, social marketing programs focusing on improving physical activity, nutrition and smoking prevention/reduction, working with community partners to assess the community's health status and prioritize issues, implementing environmental and policy changes, and providing traditional health education classes. This includes services to groups and individuals that are clinic, community or home-based, and the local health departments' Breast and Cervical Cancer Screening Program that provides clinical breast exams and screening mammography to detect breast cancer in the presymptomatic stage. Pap smear testing is performed to detect precancerous changes in the cervix.

A few local health departments provide acute and chronic medical care for indigent adults needing medical care for chronic disease conditions such as diabetes and hypertension. This may include laboratory and pharmacologic support, follow-up, and referrals to private specialists for complex medical conditions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,847,698	\$10,847,698	147.00	147.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$602,623	\$602,623	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$356,956	\$356,956	5.00	5.00
Total for Service Area	\$11,807,277	\$11,807,277	152.00	152.00

Objective: Educate the public effectively about chronic disease prevention.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of local health departments that conduct a chronic disease education campaign.	25 local health departments had promulgated a chronic disease prevention education/social marketing campaign, as of FY05.	30 local health departments by FY07

Objective: Improve health outcomes and quality of life by addressing risk factors and/or disease management practices contributing to chronic disease morbidity and mortality in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of adult population diagnosed with diabetes who have had a pneumonia vaccine.	2000-2002: 50%	By 2007: 52%
Percentage of adult population 18 years and over reporting current smoking.	2002: 24.6%	By 2007: 22%
Percentage of adult population 18 years and over who are obese.	2002: 23.7%	By 2007: 22%
Rate of deaths per 100,000 with a primary cause of coronary heart disease.	2002: 144.3 deaths per 100,000	By 2007: 140.0 deaths per 100,000
Percent of population participating in cancer early detection through sigmoidoscopy or colonoscopy.	2001: 42.8%	By 2007: 56%

Local Laboratory and Pharmacy Services

Laboratory and pharmacy services are essential to enable local health departments to diagnose and effectively treat communicable diseases, monitor other reportable conditions, as well as to diagnose and treat chronic diseases, and to respond to public health emergencies. The capacity and complexity of both of these support services varies based on the volume and complexity of laboratory tests and prescriptions and also resources available to local health departments. All local health departments maintain core competencies in inventory and proper storage of drugs and biologicals; ordering, and dispensing pharmaceuticals; provision of immunizations; specimen collection of human fluids or tissue: milk and food sampling; animal head collection for rabies testing; water sample collection; and processing and transporting of specimens for testing by private sector laboratories. These competencies are available in every locality to support prevention, diagnosis, and treatment of reportable diseases; assurance of prenatal and post partum care; wellness in infants and children; performance of environmental health assessments, assuring safe food and drinking water, and disposal of human waste.

All laboratory activities are performed in accordance with the Local Health Department's Clinical Laboratory Improvement Amendments (CLIA) certificate and all pharmacy activities comply with the Virginia Board of Pharmacy regulations and VDH policies and procedures. The local health director is responsible for assuring their lab and pharmacy services comply.

Local Laboratory Services

The vast majority of local health departments (97 of 119 LHDs) do only simple tests such as urinalysis and blood hemoglobin in support of services such as well-child examinations and basic communicable disease testing. These types of routine tests are best provided on-site in the interest of timely care for the clients. Additional lab testing not performed by these LHDs are purchased from private sector labs under state contract.

Those local health departments with moderate and high complexity labs (22 of 119) perform more extensive testing in support of clinical programs such as Sexually Transmitted Disease (STD) diagnosis and prenatal care. Such labs tend to be located in local health departments who have historically had large clinical programs such as primary care for adults.

More specialized testing, such as identification of uncommon pathogens in outbreaks, testing of animals for rabies, the newborn screening program and testing of specimens for tuberculosis are conducted at the Division of Consolidated Laboratories in Richmond. As a highly specialized laboratory, DCLS does not conduct the simple, routine tests that can be done by LHDs or contract laboratories. The testing done in LHDs and by DCLS complement one another and are not duplicative. In addition, the LHDs are reimbursed by Medicaid based on VDH's status as a provider of clinical services. DCLS is not eligible to bill Medicaid.

All public and private sector laboratories are regulated through the Clinical Laboratory Improvement Amendments (CLIA) of 1988 administered by the federal Centers for Medicare and Medicaid Services (CMS). Laboratories subject to CLIA regulation are those designated as moderate or high complexity based on the types of tests that are performed. The inspection of these labs is carried out by the Office of Quality Health Care and Consumer Services under contract to CMS. As of 2003 (most recent data) the 97 LHDs that perform few lab tests of low complexity are not subject to CLIA and are considered 'waived' labs.

Local Pharmacy Services

All 119 local health departments can provide some minimal level of prescription drug dispensing, such as contraceptives and STD treatment, under protocols established by local health directors and the VDH Central Pharmacy located in Richmond. Each local health department is also capable of dispensing and administering vaccines and medications in the event of an emergency as declared by the Governor.

Seven local health departments operate full service pharmacies that comply with all Board of Pharmacy Regulations. These LHDs employ pharmacists who fill prescriptions for clients who seek health care services in the health department clinics. These pharmacies do not provide services to the community at large, but only to patients who receive services from local health departments.

As a government agency, VDH purchases prescription drugs through federal contracts and multi-state purchasing compacts at prices that are substantially lower than average wholesale prices. As a condition of this preferential pricing, public health facilities are prohibited from competing against public retail entities for non-public health treatments under the federal Robinson-Patman Act. Subject to available staff, LHDs assist indigent patients to gain access to free medications available through patient assistance programs operated by pharmaceutical companies.

LHDs that have full-service pharmacies are those that have historically have operated large primary care clinics for indigent adults or who provide specialized services to such populations as children with special health care needs and newcomers to this country who are at risk for communicable diseases such as tuberculosis. As with laboratory services, such LHDs must have the resources available to support such an operation. Inspections of these pharmacies are conducted by the Board of Pharmacy.

For the majority of LHDs that do not operate pharmacies in the LHD, the prescription needs of their patients are met through the VDH Central Pharmacy. These services include: treatment or support for sexually transmitted and communicable diseases, prenatal services, family planning, provision of vaccines to all local health departments under the Virginia Vaccines for Children Program, provision of pharmaceuticals to HIV infected patients under the AIDS Drug Assistance Program; provision of pharmaceuticals in support of the Children Specialty Services Program; provision of pharmaceuticals in support of the Hemophilia Program; provision of vaccines to local health departments that do not have a pharmacy to support immunization for foreign travel; provision of pharmaceuticals in response to natural emergencies, national emergencies, and bioterrorism related events; and provision of guidance and information to local health departments on State and Federal laws that pertain to the storage, distribution, and dispensing of medications.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,372,251	\$9,372,251	123.00	123.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$487,098	\$487,098	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$413,199	\$413,199	6.00	6.00
Total for Service Area	\$10,272,548	\$10,272,548	129.00	129.00

Objective: Assure access to quality and cost effective pharmaceutical services in support of public health

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average administrative cost per prescription	New measure; baseline data not available. Baseline to be established by December 2005	At least ten percent below private sector administrative cost by FY07.

Local Nutrition Services

The purpose of the service area is to assure healthy diets for mothers during pregnancy and breast-feeding and for their children ages 0 to five who might otherwise not be able to afford to eat properly. The service is offered for families with income under 185% of the federal poverty level.

Virginia’s Special Supplemental Nutrition Program for Women, Infants and Children (WIC) operates pursuant to US Department of Agriculture regulations in response to increasing scientific evidence that children’s ability to learn and excel in school is directly related to the quality of nutrition received during the critical period of prenatal and early childhood brain development. WIC differs from the Food Stamp program by covering only these high risk population groups, providing only specified high nutrition food items and requiring nutritional assessment and education for the participants.

The provision of vouchers to purchase a package of specifically prescribed high nutrient foods at local groceries is coupled with education for the mothers and/or primary care-givers about healthy eating. Increasing attention is being paid to educating families about ways to avoid the risks of childhood obesity while assuring proper nutrition. Breastfeeding is promoted while regular and specially prescribed formulas are provided for infants who are not breastfed. Offering the services of this program through local health departments allows linkage and referrals to be made assuring that the low-income recipients obtain primary health care services and specific preventive services such as childhood immunizations and lead-screening.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,763,186	\$15,763,186	206.00	206.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$527,667	\$527,667	0.00	0.00
<i>Recognize Richmond city health department as a state operated health district</i>	\$0	\$0	12.00	12.00
<i>Increase position level to maintain local public health services in Suffolk</i>	\$0	\$0	5.00	5.00
Total for Service Area	\$16,290,853	\$16,290,853	223.00	223.00

Objective: Provide low-income families with knowledge and resources to support healthy diets during pregnancy, breastfeeding and early childhood.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of potentially-eligible pregnant women enrolled in the WIC program	September 2004: Pregnant Women – 69%	FY07: Pregnant Women - 85%

Payments to Human Services Organizations

This service area provides payments of funds appropriated to VDH by the General Assembly for specifically identified grants to independent health care and non-state organizations. The service area’s role is similar to that of a fiscal agent as its primary function is to serve as the conduit for distribution of such payments to the specified grant funded organizations and entities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,657,796	\$9,657,796	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$445,000)	(\$445,000)	0.00	0.00
<i>Fund St. Mary’s Health Wagon</i>	\$100,000	\$100,000	0.00	0.00
<i>Increase Comprehensive Health Investment Program (CHIP) of Virginia funding</i>	\$396,000	\$396,000	0.00	0.00
<i>Encourage the adoption of Electronic Health Records (EHR) in the Commonwealth</i>	\$3,776,620	\$3,276,620	0.00	0.00
<i>Increase funding for the Virginia Health Care Foundation</i>	\$250,000	\$250,000	0.00	0.00
Total for Service Area	\$13,735,416	\$13,235,416	0.00	0.00

Objective: Identify each organization and entity that is to receive appropriations, ensure the timely processing of payments to each and maintain payment history to meet auditing and reporting requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of payments processed and documented to each entity as appropriated each fiscal year.	100% of Payments to Non-State Entities in FY05.	Maintain 100% compliance with required payments and documentation.

Drinking Water Regulation

This service area implements the federal Safe Drinking Water Act, Virginia’s Public Water Supply Law and Virginia’s Waterworks Regulations to protect public health by regulating Virginia’s public waterworks. VDH is designated as the “primacy” agency with primary enforcement responsibility for implementing and enforcing the federal drinking water standards in Virginia.

Products and services include:

- Inspections and investigations of waterworks,
- Evaluations of engineering reports, plans and specifications,
- Training for waterworks owners and operators,
- Technical assistance to waterworks owners and operators,
- Establishment and implementation of a drinking water quality monitoring program,
- Emergency assistance provided to waterworks owners and operators (droughts, floods, etc.),
- Database development and maintenance to include an inventory of all of Virginia’s public waterworks and compliance information on those waterworks,
- Enforcement/compliance actions to ensure compliance with regulations, and
- Serve as a resource to other state and federal agencies.

This service area is administered by the VDH Office of Drinking Water (ODW).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,868,187	\$7,868,187	104.00	104.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$549,051	\$549,051	0.00	0.00
Total for Service Area	\$8,417,238	\$8,417,238	104.00	104.00

Objective: Conduct routine inspections of waterworks

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of routine waterworks inspections conducted in accordance with ODW schedule	During FY04, ODW conducted 1,772 routine waterworks inspections.	Conduct 1,801 routine waterworks inspections during FY06.

Drinking Water Construction Financing

This service area implements the federal Drinking Water State Revolving Fund Program (DWSRF) and the Virginia Water Supply Assistance Grant Program (WSAG). The purpose of this service area is to help public waterworks make infrastructure improvements necessary to ensure continued provision of safe drinking water and to help protect public health.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$24,881,311	\$24,881,311	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$51,803	\$51,803	0.00	0.00
<i>Fund drinking water construction projects</i>	\$5,000,000	\$5,000,000	0.00	0.00
Total for Service Area	\$29,933,114	\$29,933,114	7.00	7.00

Objective: Increase Virginia's citizens access to safe and affordable drinking water

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of citizens provided an adequate quality and quantity of drinking water as a result of loans and/or grants from the DWSRF and WSAG programs	76,494 people (July 1, 2004)	96,394 people, cumulative to baseline, by June 30, 2006

Public Health Toxicology

This service area implements the Virginia Toxic Substances Information Act by assessing, advising, and communicating health hazards of chemical and certain biological agents which pose a threat to human health and the environment. Products and services include:

- Advise the Governor, General Assembly, other state agencies, and local governing bodies on matters pertaining to chemical exposures posing a threat to public health or the environment;
- Evaluate information regarding toxicity of chemicals and certain biological agents and determine the risk to human health and the environment;
- Disseminate information concerning toxic substances to other state agencies, political subdivisions of the Commonwealth, health professionals, the media, and the public by communicating the risk of chemical exposure through documents, technical reports, information sheets, advisories, health alerts, and press releases;
- Investigate potential human health effects associated with exposure to chemical and biological agents in the environment.
- Conduct surveillance of diseases related to chemical exposure;
- Develop health risk assessments for specific chemical exposures via air, water, and food; and
- Make recommendations to prevent exposure of citizens to chemical substances including fish consumption advisories.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$450,230	\$450,230	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$22,108	\$22,108	0.00	0.00
Total for Service Area	\$472,338	\$472,338	6.00	6.00

Objective: Assess health hazards of chemical and certain biological agents which pose a threat to human health and the environment; provide information and recommendations as appropriate to abate or reduce potential health effects.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timeliness of response to requests for public health assessments of exposure to chemicals and biological agents.	During FY05 the number of public health assessments and responses to citizens, government agencies, and healthcare professionals averaged about 100 per month. The turnaround time for each request was approximately 48 hours.	Respond to a minimum of 95% of public health assessment requests within 48 hours during FY06.

State Office of Environmental Health Services

This area provides leadership by directing the operation of the environmental health programs (for example, food and shellfish safety, tourism safety, lead poisoning investigation, safe drinking water from private wells, and safe wastewater treatment and disposal), developing policy, analyzing local, state and federal legislation, evaluating public health programs, providing liaison assistance, and providing scientific and technical expertise.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,142,460	\$3,142,460	24.00	24.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$128,451	\$128,451	0.00	0.00
<i>Reflect administrative nongeneral fund increases in agency budget</i>	\$320,000	\$320,000	0.00	0.00
Total for Service Area	\$3,590,911	\$3,590,911	24.00	24.00

Objective: Prevent or mitigate food safety hazards through continued surveillance of restaurants and providing guidance and enforcement of regulations

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Frequency of restaurant inspections	In FY04, 65% of all scheduled restaurant inspections, in accordance with VDH policy which establishes an inspection frequency based on the restaurant's risk classification, were conducted within 30 days of the scheduled date	Conduct 70% of all scheduled restaurant inspections within 30 days of scheduled date during FY06.

Shellfish Sanitation

This service area implements the National Shellfish Sanitation Program.

Services include:

- Classification of shellfish growing areas throughout Tidewater Virginia,
- Inspection and certification of shellfish and crab meat facilities, and
- Customer service to concerned citizenry about shellfish growing areas and to production facility owners about processing techniques.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,877,858	\$1,877,858	31.00	31.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$137,203	\$137,203	0.00	0.00
Total for Service Area	\$2,015,061	\$2,015,061	31.00	31.00

Objective: Advance the elimination of shellfish-borne disease

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Annual number of confirmed outbreaks of shellfish-borne disease due to contamination of shellfish in Virginia.	Zero outbreaks due to shellfish contaminated in Virginia during FY05 and during the preceding 40 years.	Maintain zero outbreaks in FY06.

Bedding and Upholstery Inspection

This service area implements the Regulations for Bedding and Upholstered Furniture Inspection Program. The purpose of this service area is to protect Virginia consumers from diseases and insect pests spread through contaminated bedding and upholstered furniture.

Products and services include:

- Issuing permits to bedding and upholstered manufacturers, re-upholsterers, bedding renovators, sanitizers, importers, distributors and supply dealers.
- Customer service to citizens making complaints regarding any of the regulated entities.
- Inspection of bedding and upholstered furniture manufacturers, bedding renovators and re-upholsterers and sanitizers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$232,534	\$232,534	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$11,809	\$11,809	0.00	0.00
Total for Service Area	\$244,343	\$244,343	2.00	2.00

Objective: Achieve licensure of all bedding and upholstered furniture manufacturers, mattress renovators, furniture reupholsterers, supply dealers, importers, and sanitizers in the Commonwealth

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Licenses and Permits Issued	4,237 licenses and permits issued during FY04	4,448 permits issued during FY06 (5 percent annual growth)

Radiological Health and Safety Regulation

This service area implements and enforces radiation protection regulations and provides public education. Regulation of ionizing radiation sources assures that the public is protected from unnecessary and excessive radiation exposure. Products and services include:

- Radioactive material licensure for naturally occurring or accelerator produced isotopes, inspection of licensees and enforcement of regulations;
- X-ray machine registration, inspection and certification and enforcement of regulations;
- Educational and technical assistance relating to indoor radon, and enforcement of regulations;
- Training and response for radiological emergencies;
- Environmental monitoring in the vicinity of nuclear facilities; and
- Issuance of U.S. Department of Transportation exemptions for radioactive contaminated shipments of scrap metal and refuse.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,140,405	\$1,140,405	13.00	13.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$96,187	\$96,187	0.00	0.00
Total for Service Area	\$1,236,592	\$1,236,592	13.00	13.00

Objective: Protect the public and occupational radiation workers by maintaining effective control over licensed radioactive materials to ensure their safe handling and disposal.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Facility violation incident rate.	There were six violations for 56 licensee inspections performed during FY04 for an incident rate of 11%.	Violation rate of no more than 11% annually in FY06.

Objective: Protect the public and occupational workers against unnecessary radiation exposure from X-ray producing machines.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Machine violation incident rate.	There were 179 violations reported in the 8,371 inspections that were performed in FY04 for a violation machine incident rate of 21.4 per 1,000	Annual violation-machine incident rate of no more than 21.4 per 1,000 during FY06.

Objective: Protect public health and safety by responding to radiological emergencies, developing emergency preparedness plans, providing training, and participating in nuclear power plant exercises.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Areas requiring corrective action as identified by Federal Emergency Management Agency (FEMA) exercise evaluation.	The FEMA exercise evaluation assigned three Areas Requiring Corrective Action (ARCAs) for 2004; all three were resolved.	Correct all ARCAs by demonstrating proper procedures and corrections during the next FEMA evaluated exercise. The exact date of the exercise is not known at this time.

Emergency Preparedness and Response

The purpose of the Emergency Preparedness and Response (EPR) programs is to upgrade and integrate state, regional territorial and local public health jurisdictions’ preparedness to respond to terrorism and other public health emergencies with Federal, State, local and tribal governments, and government agencies, the private sector, and Non-Governmental Organizations (NGOs). In addition, EPR programs support the ability of hospitals and health care systems to prepare for and respond to bioterrorism and other public health and healthcare emergencies. Emergency preparedness and response efforts are intended to support the National Response Plan and the National Incident Management System. In addition, the activities performed by the service area are designed to develop emergency-ready public health departments, hospitals and health care systems in accord with the Interim National Preparedness Goals, the Interim Public Health and Healthcare Supplement to the NPG, and the Centers for Disease Control and Prevention Preparedness Goals.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$33,074,934	\$33,074,934	123.00	123.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$807,119	\$807,119	0.00	0.00
Total for Service Area	\$33,882,053	\$33,882,053	123.00	123.00

Objective: Produce timely, accurate, and actionable health intelligence or information in support of prevention, awareness, deterrence, response and continuity planning operations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of key stakeholders who are notified/alerted of public health emergencies or significant events through the public health emergency communications system	65% confirmed response rate during last test of October 2004.	90% of key stakeholders confirm receipt emergency messages within 120 minutes of dissemination by August 2006

Administrative and Support Services

This service area provides overall agency leadership and direction from the Commissioner’s and Deputy Commissioners’ Offices. The service area also directs and manages the agency’s audit, in-house information technology, administration, financial, human resource and procurement systems to meet the business needs of the department; provides leadership in policy development, business process improvements, and standards of business practice; assures compliance with agency and external mandates; provides direction in quality improvement and practice audit.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,649,548	\$13,649,548	110.00	110.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$601,117	\$601,117	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$498,176	\$525,093	0.00	0.00
Total for Service Area	\$14,748,841	\$14,775,758	110.00	110.00

Objective: Attract and retain well qualified workers to provide the highest level of service delivery to the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Length of time to fill positions.	70% of salaried positions were filled within 90 days of being placed into RECRUIT during FY05.	75% of salaried positions are filled within 90 days of being placed into RECRUIT during FY06.

Objective: Develop a sound financial plan in accordance with Appropriation Act requirements, guidance from the Governor's Office, the Department of Planning and Budget (DPB), and current analysis of agency nongeneral fund revenue sources.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Accuracy and effectiveness of the financial plan	During FY05, met requirements of the Appropriation Act; Governor's Office and DPB guidance incorporated in budget; appropriate action taken based on actual revenue and expenditure data; expenditures did not exceed agency appropriation authority.	During FY06, meet all legal and policy requirements; routinely take appropriate action based on actual revenue and expenditure data; no expenditures in excess of agency appropriation authority.

Objective: Comply with all state laws/regulations; ensure agency internal control framework and procedures safeguard against the loss or inefficient use of VDH assets; record financial transactions properly in the Commonwealth's Accounting and Control System.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Compliance Monitoring Exceptions per expended dollar.	Compliance error rate for FY04 was .011 per \$1 million spent.	Cumulative compliance error rate (Compliance Monitoring Exceptions) for FY05 equal to or less than .023 per \$1 million dollars spent.

Department of Health Professions

Mission Statement

To enhance the delivery of safe and competent health care by licensing qualified health care professionals, enforcing standards of practice, and providing information to both practitioners and consumers of health care services.

Agency Goals:

- Authorize individuals and entities who meet standards of competence to deliver health care services to the citizens of the Commonwealth.
- Take action where there is evidence of practitioner conduct which constitutes a violation of law and regulation.
- Provide information to consumers of healthcare services, applicants and licensees regarding requirements, standards, and availability of qualified practitioners resulting in access to safe delivery of health care services.
- Promote the quality of nursing programs in Virginia by providing funding for nursing scholarships.

Customers Served:

- Applicants for licensure, certification, registration, or permitting
- Licensees required to abide by laws or rules governing their practice

Customers Served:

- Consumers of health care services
- Recipients of scholarships
- Parties seeking practitioner information

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$16,112,469	\$16,112,469	\$8,963,081	\$7,149,388	133.00
FY 2004	\$0	\$16,609,415	\$16,609,415	\$9,664,252	\$6,945,163	144.00
FY 2005	\$0	\$19,323,170	\$19,323,170	\$12,143,426	\$7,179,744	173.00
FY 2006	\$0	\$19,881,977	\$19,881,977	\$12,650,883	\$7,231,094	173.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$19,881,977	\$19,881,977	\$12,259,985	\$7,621,992	173.00
FY 2007 Addenda	\$0	\$2,998,960	\$2,998,960	\$2,079,888	\$919,072	26.00
FY 2007 TOTAL	\$0	\$22,880,937	\$22,880,937	\$14,339,873	\$8,541,064	199.00
FY 2008 Base Budget	\$0	\$19,881,977	\$19,881,977	\$12,259,985	\$7,621,992	173.00
FY 2008 Addenda	\$0	\$2,984,941	\$2,984,941	\$2,227,303	\$757,638	27.00
FY 2008 TOTAL	\$0	\$22,866,918	\$22,866,918	\$14,487,288	\$8,379,630	200.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$846,049 (NGF).

► Investigate and adjudicate allegations of misconduct by health care practitioners

Provides appropriation for investigative and adjudication costs associated with a rising number of allegations of misconduct by health care practitioners. The increase is largely due to recent legislation that expanded the number of mandatory misconduct reporters. In addition, funding will allow the agency to address a backlog of cases. For 2007, \$1.6 million (NGF) and 14 positions. For 2008, \$1.5 million (NGF).

► Ensure efficient licensing of health care practitioners

Provides appropriation for licensing and support positions, an anticipated rent increase and costs associated with accepting electronic payments. For 2007, \$340,292 (NGF) and nine positions. For 2008, \$361,676 (NGF).

► Staff the Board of Long-Term Care Administrators

Provides appropriation for the initial staffing and costs associated with regulating long-term care administrators as required by legislation passed by the 2005 General Assembly. For 2007, \$201,823 (NGF) and three positions. For 2008, \$191,823 (NGF).

► Regulate medication aides

Provides appropriation to support the regulation of medication aides. Legislation passed by the 2005 General Assembly requires the Board of Nursing to license all persons who wish to be employed as medication aides. For 2008, \$115,946 (NGF) and one additional position.

► Account for increased general fund support of physician scholarships

Phases out a transfer from the Board of Medicine to the Virginia Department of Health (VDH) that funds physician scholarships. The transfer is reduced by half for 2007 and is completely eliminated in 2008. A companion action in VDH replaces the revenue lost to the scholarship program with general fund. This action is contained in budget bill language.

Agency Service Areas:

Scholarships

In 1991, the General Assembly created the Nursing Scholarship and Loan Repayment Fund. Funding for the scholarship fund is provided through a \$1.00 surcharge assessed on the renewal of licenses for registered and licensed practical nurses. The purpose of the fund is to finance scholarships for part-time and full-time students enrolled in or accepted for enrollment by licensed practical or registered nursing programs and those registered nurses, licensed practical nurses, and certified nurse aides who agree to perform a period of nursing service in a Virginia long-term care facility. The program is administered jointly by the Department of Health Professions (DHP) and the Virginia Department of Health (VDH).

DHP collects the money and deposits it into the Scholarship Fund. The Department of Health determines the recipients and sends the names to DHP. DHP, in turn, distributes the awards according to the list provided by VDH. Any balances left in the fund at year-end automatically carry forward to the next fiscal year. For FY 2003-04, revenue amounted to \$56,387 and expenditures totaled \$59,975.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$65,000	\$65,000	0.00	0.00
Total for Service Area	\$65,000	\$65,000	0.00	0.00

Objective: Collect money from license renewals as required by state law and make requisite payments to schools on behalf of recipients as identified by the Department of Health.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Scholarship payments	Yearly total for FY 2004-05 is 110.	Process payments for 100% of individuals identified by the Department of Health and verified by the Board of Nursing.

Technical Assistance to Regulatory Boards

Virginia's 13 health regulatory boards are responsible for licensing and disciplining health practitioners, and promulgating the regulations that govern health professionals. Some boards have additional responsibilities. For example, the Board of Nursing accredits nursing programs. The Department of Health Professions' (DHP) employees support the boards in their activities, but it is the members of these boards who have the ultimate authority to make decisions involving case decisions and to promulgate regulations.

The Governor appoints all board members, most of whom are health professionals licensed by the boards to which they are appointed. All boards have some number of citizen members – at least one and as many as four, depending on the size of the board. Board members serve four-year terms and cannot serve more than two successive full terms.

Licensure or certification in each profession typically requires the completion of a board-approved professional education program and the passage of an approved examination in the applicant's chosen professional field. During the 2002-04 biennium, the 13 health regulatory boards regulated more than 265,000 health professionals, facilities, and other designated entities. This represents a 2% increase over the prior biennia and a 39% increase over the last ten years.

A vital part of the boards' licensing responsibilities is the investigation and adjudication of complaints and allegations of misconduct against licensees. During the 2002-04 biennium, the boards handled approximately 8,600 disciplinary cases.

The investigation and preparation of disciplinary cases presented to the boards is handled by DHP staff. Prosecution of cases in formal hearings is the responsibility of the Attorney General's Office. All disciplinary cases are decided in accordance with the state's Administrative Process Act .

The health regulatory boards are also responsible for promulgating the regulations governing the professionals under their respective purview. These regulations establish initial licensure requirements, set fee rates and renewal requirements, and establish standards for practice.

The Board of Health Professions (BHP) was created in 1977 to assist the health regulatory boards coordinate the development of guidelines governing health care professionals in Virginia. BHP is also responsible for reviewing the agency's budget and advising the DHP director, General Assembly, and the governor on matters related to the regulation of health care professions. The Board of Health Professions is comprised of 18 members, one from each of the 13 health regulatory boards, and five citizens (consumers), all appointed by the Governor.

The primary activities included in this service area are:

- Licensing applicants who meet defined standards as determined by law and regulation.
- Issuing licenses or permits to specified health related businesses that are in compliance with applicable laws and regulations, and inspecting to verify continued compliance.
- Ensuring occupational competency by monitoring and enforcing continuing education or experience requirements, as required by law and/or regulation.
- Enforcing compliance with legal policies and assuring professional accountability through diligent investigation of complaints, application of established standards, and objective disciplinary decisions while ensuring the fair and equitable treatment of health professionals.
- Conducting facility inspections to assure the safety and integrity of drugs and medical devices, and to prevent pharmaceutical drug diversion.
- Studying, evaluating and recommending the appropriate type and degree of regulation, based on verifiable research outcomes, for health professions and occupations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,816,977	\$19,816,977	173.00	173.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$846,049	\$846,049	0.00	0.00
<i>Investigate and adjudicate allegations of misconduct by health care practitioners</i>	\$1,610,796	\$1,469,447	14.00	14.00
<i>Ensure efficient licensing of health care practitioners</i>	\$340,292	\$361,676	9.00	9.00
<i>Staff the Board of Long-Term Care Administrators</i>	\$201,823	\$191,823	3.00	3.00
<i>Regulate medication aides</i>	\$0	\$115,946	0.00	1.00
Total for Service Area	\$22,815,937	\$22,801,918	199.00	200.00

Objective: To promptly process applications for initial licensure and, where necessary, conduct examinations and deny eligibility for all individuals and entities who seek to provide services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Applications processed for health regulatory boards.	Having removed the anomaly resulting from the newly regulated occupation of Pharmacy Technicians applications, the two-year quarterly rolling average is, as of the end of FY 2004-05, 4,941.	Maintain, on a quarterly basis, the two-year rolling average.
Rate of positive responses from individuals surveyed about their experience in application process.	The two-year rolling average for the period ending March 31, 2005, is 94.5%.	Maintain a two-year quarterly rolling average of not less than 93%

Objective: To periodically renew the licenses for individual and entities who wish to remain eligible to practice in the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rate of licenses renewed.	The yearly renewal rate as of the end of FY 2004-05 is 83.35%	Maintain a renewal rate average of not less than 80%.
Rate of licenses renewed online.	Last reported quarter, ending March 31, 2005, is 70%	Increase

Objective: To detect, receive, evaluate and investigate allegations of misconduct.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Allegations detected, investigated and reported to health regulatory boards.	The three-year rolling average, measured quarterly, is 1,154.	Increase
Rate of compliance with agency standards for case resolution.	The quarterly average for FY 2004-05 is 56.70%	Increase

Objective: To adjudicate and impose appropriate findings and conclusions and impose sanctions when there is sufficient evidence that practitioners have engaged in conduct which violates law or regulation governing their practice.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of cases in which a written agreement or order is entered imposing a finding.	For FY 2004-05, the number of cases was 1,326, and for the 4th quarter of FY '05 it was 322.	Increase
Rate of compliance with agency standards for case resolution in which a proceeding is required to resolve a case.	Quarterly average for the most recent four quarters ending June 30, 2005, is 43.34%	Increase

Objective: To provide information to practitioners, clients and patients to promote access to and compliance by providers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Visits to DHP web sites	Yearly total for FY 2004-05 is 2,448,018.	Increase the four-quarter rolling average

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percent of the Governor's Management Scorecard categories marked as "Meets Expectations" for the agency.	100%	100%

Department Of Medical Assistance Services

Mission Statement

To provide access to a comprehensive system of high quality and cost effective health care services to qualifying Virginians.

Agency Goals:

- Facilitate the development of public health care policies that promote access to care and the efficient, effective, innovative delivery of covered services.
- Promote better health outcomes through prevention-based strategies and improved quality of care.
- Enhance the delivery of health care services by improving communication and relationships with customers and partners.
- Create a positive work environment that promotes staff development and training, facilitates effective communications and rewards high levels of performance.
- Maintain a system of internal controls that adequately protects resources from fraud, waste and abuse.
- Improve operational efficiency and enhance data management through innovation and utilization of industry best practices.

Customers Served:

- Low-income, Aged, or Disabled Virginians
- Medicaid (adults) and FAMIS Plus (children)
- FAMIS
- Medicaid Expansion Program
- State/Local Hospitalization Program
- Involuntary Mental Commitment Fund
- Regular Assisted Living Program
- HIV Premium Assistance Program
- Uninsured Medical Catastrophe Fund

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$1,787,976,288	\$1,931,921,181	\$3,719,897,469	\$20,398,932	\$3,699,498,537	323.00
FY 2004	\$1,877,700,241	\$2,152,580,457	\$4,030,280,698	\$19,876,895	\$4,010,403,803	323.00
FY 2005	\$1,947,986,146	\$2,615,488,502	\$4,563,474,648	\$22,265,507	\$4,541,209,141	325.00
FY 2006	\$2,152,985,491	\$2,853,046,659	\$5,006,032,150	\$22,313,263	\$4,983,718,887	331.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$2,152,985,491	\$2,853,046,659	\$5,006,032,150	\$23,523,527	\$4,982,508,623	331.00
FY 2007 Addenda	\$217,290,325	\$52,262,146	\$269,552,471	\$1,873,004	\$267,679,467	11.00
FY 2007 TOTAL	\$2,370,275,816	\$2,905,308,805	\$5,275,584,621	\$25,396,531	\$5,250,188,090	342.00
FY 2008 Base Budget	\$2,152,985,491	\$2,853,046,659	\$5,006,032,150	\$23,523,527	\$4,982,508,623	331.00
FY 2008 Addenda	\$385,696,163	\$235,189,423	\$620,885,586	\$1,891,614	\$618,993,972	11.00
FY 2008 TOTAL	\$2,538,681,654	\$3,088,236,082	\$5,626,917,736	\$25,415,141	\$5,601,502,595	342.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$797,307 (GF) and \$871,007 (NGF).

- ▶ **Remove one-time spending amounts from agency budget**
Removes funding from the agency's base budget for one-time spending. For each year, a reduction of \$3.6 million (GF).
- ▶ **Adjust federal appropriation to reflect federal match rate**
Reduces the federal appropriation for Medicaid payments to the Department of Mental Health, Mental Retardation and Substance Abuse Services. The appropriation should equal the state funding amount and this amendment corrects the federal amount to match. For each year, a reduction of \$6.6 million (NGF).
- ▶ **Fund the impact of the new Medicare prescription drug program**
Provides funding for the new Medicare prescription drug program that begins January 1, 2006. The federal government requires the state share of prescription drug costs formerly paid through Medicaid be paid to the federal government. The payment exceeds Virginia's previous cost because the formula used is based on 2003 information and does not reflect cost containment measures implemented in Virginia since that time. Additional funding is also needed for the increased Medicaid costs due to the expected increase in eligible people due to outreach efforts of the new Medicare drug program. For 2007, an increase of \$37.9 million (GF) and a decrease of \$177.6 million (NGF). For 2008, an increase of \$42.3 million (GF) and a decrease of \$183.7 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$30,127 (GF). For 2008, \$31,741 (GF).
- ▶ **Fund Medicaid utilization and inflation**
Adds funds for increased use of Medicaid services and anticipated increases in the costs of those services. Medicaid costs continue to be affected by moderate growth in the number of indigent children and families enrolled in the program. In addition, increases in the rates paid to health maintenance organizations, increased indigent care costs, and increasing Medicare premiums for people that are dual eligible for Medicaid have increased program costs. This funding also reflects the offset from increased revenues of the Virginia Health Care Fund, which is used to fund the state match for federal Medicaid funds. For 2007, \$164.6 million (GF) and \$212.6 million (NGF). For 2008, \$319.0 million (GF) and \$389.1 million (NGF).
- ▶ **Fund Family Access to Medical Insurance Security plan utilization and inflation**
Adds funds based on increased program enrollment due to continued outreach efforts. The funds ensure that qualified children of low-income working families will receive quality health care. For 2007, \$246,869 (GF) and \$360,280 (NGF). For 2008, \$3.3 million (GF) and \$6.1 million (NGF).
- ▶ **Fund medical assistance services for low-income children utilization and inflation**
Adds funds for the Commonwealth's Medicaid Children's Health Insurance Program. Program enrollment is expected to continue increasing at a moderate rate. This program applies to children over the age of six who fall within the income limit of 100 percent to 133 percent of the Federal Poverty Level and allows children in one family to receive the same health care coverage. For 2007, \$2.8 million (GF) and \$3.8 million (NGF). For 2008, \$5.3 million (GF) and \$8.3 million (NGF).
- ▶ **Outsource compliance audits for various services**
Captures savings from contracting out for compliance audits of home infusion services, home health, durable medical equipment and pharmacy services. Currently, the Department of Medical Assistance Services has a limited audit program for these services, which have a high vulnerability to fraud and abuse. For 2007, a decrease of \$350,000 (GF) and \$350,000 (NGF). For 2008, a decrease of \$728,000 (GF) and \$728,000 (NGF).
- ▶ **Fund the development of a specialty drug program**
Captures savings from creating a specialty drug program. Specialty drugs are injectables that people use at home. A specialty pharmacy assures patient compliance and provides clinical support. Savings, which offset the costs, are generated from discounted drug prices. For 2007, a decrease of \$593,040 (GF), \$593,040 (NGF), and an increase of one position. For 2008, a decrease of \$770,111 (GF) and \$770,111 (NGF).
- ▶ **Fund the administrative costs for the National Provider Identifier Initiative**
Provides funds for the costs required to update information technology systems for the National Provider Identifier. The funding will primarily be used for contractor costs to update systems and for one position to coordinate the agency's efforts. Starting in May of 2007, all required health plans and medical providers must use a federal standard identifier for all electronic transactions. This funding is necessary to meet the federal mandate. For 2007, \$497,293 (GF), \$3.6 million (NGF), and one position. For 2008, \$207,368 (GF) and \$1.0 million (NGF).

► **Outsource payroll processing for Consumer Directed Personal Attendant Services**

Provides funds to contract with a fiscal agent to provide payroll processing services for personal attendants that provide long-term care services at the direction of the consumer. Consumer direction is a trend toward allowing those in need of long-term care services to choose the person that provides the service to them. With growth in the program, the agency can no longer handle the payroll processing internally. This funding will allow the agency to pay for the contract that is planned to be awarded in December 2005. For 2007, \$1.8 million (GF) and \$1.8 million (NGF). For 2008, \$2.0 million (GF) and \$2.0 million (NGF).

► **Fund rate increase for physician services**

Provides funding for a three percent rate increase for physician services on July 1, 2007, except obstetrical/gynecological services, which received a rate increase of 34 percent in September 2004. Physician services will receive a five percent increase on May 1, 2006; otherwise they have not received an increase since 1991. For 2008, \$6.9 million (GF) and \$7.3 million (NGF).

► **Eliminate the urgent care waiting list for the Mental Retardation waiver for children under age six**

Adds funds for an additional 110 slots for the Mental Retardation waiver to eliminate the urgent care waiting list for children under six years of age. Children under the age of six will receive waiver services even without a diagnosis of mental retardation. These children will automatically be transferred to the Developmental Disabilities waiver at the age of seven. For 2007, \$2.5 million (GF), \$2.5 million (NGF), and one position. For 2008, \$2.9 million (GF) and \$2.9 million (NGF).

► **Implement a Medicaid Buy-In program**

Requires the agency to resubmit a waiver application to establish a Medicaid Buy-In program, which is designed to enable individuals with disabilities to return to or stay in the work force while receiving Medicaid benefits. The first submission to the federal government in 2003 was never approved. The Department of Medical Assistance Services will resubmit a waiver that is more likely to be approved. This action is contained in budget bill language.

► **Increase the personal maintenance allowance for all waiver services**

Adds funds to increase the personal maintenance allowance for long-term care waiver services, excluding the AIDS waiver, from 100 to 150 percent of Supplemental Security Income (SSI). The personal maintenance allowance is what income that an individual can keep for living expenses, while any income over 100 percent of SSI (\$579 a month) is what the person pays as part of the cost of their health care. Increasing the allowance to 150 percent will allow individuals to keep more of their income for living expenses (up to \$868), thus reducing the risk of the person being placed in a nursing home. For 2007, \$1.0 million (GF) and \$1.0 million (NGF). For 2008, \$1.1 million (GF) and \$1.1 million (NGF).

► **Change reimbursement methodology for school-based services**

Provides authority to implement a cost-based reimbursement for school divisions. The federal government requires the change. Local school divisions must now submit cost reports to receive any federal reimbursements for school-based health care services. This action is contained in budget bill language.

► **Implement an obesity pilot project for children**

Provides funding to create a pilot project as part of the disease state management program to deal with the issue of children's obesity. The pilot would serve a portion of Southwest Virginia. Its purpose is to coordinate efforts to improve nutritional education and to teach the benefits of exercise to children considered obese with the intent of improving their health outcomes and reducing the incidence of chronic diseases that are caused by obesity. The agency is authorized to accept private funding for this project. For each year, \$202,100 (GF) and \$179,900 (NGF).

► **Provide funding to increase reimbursement rates for adult day care services**

Provides funds for a five percent increase for adult day care services on January 1, 2007. Adult day care centers are an alternative to nursing home care. The rate increase is necessary to assist adult day care centers better compete for certified nurse aides. For 2007, \$48,476 (GF) and \$48,476 (NGF). For 2008, \$91,197 (GF) and \$91,197 (NGF).

► **Increase adjustment factor for hospital inpatient reimbursement**

Provides additional funds to increase the hospital adjustment factor from 76 percent to 78 percent for private hospitals. The additional funding will allow hospitals to be reimbursed for a higher portion of the costs of treating a Medicaid patient. For 2007, \$7.5 million (GF) and \$7.5 million (NGF). For 2008, \$8.4 million (GF) and \$8.4 million (NGF).

► **Increase payments to nursing facilities**

Adds funds to increase the direct and indirect cost ceilings for nursing homes. Increasing the ceilings allows nursing facilities to claim more of their costs for reimbursement under Medicaid. This action will allow nursing homes to provide better services to the clients they serve. For 2007, \$3.9 million (GF) and \$3.9 million (NGF). For 2008, \$4.0 million (GF) and \$4.0 million (NGF).

- ▶ **Fund the associated Medicaid costs of expanded breast and cervical cancer screening**
Provides funds for the treatment costs related to expanding access to screening for breast and cervical cancer to low-income women at local departments of health. The Virginia Department of Health plans to expand cancer screening under the Virginia Breast and Cervical Cancer Early Detection Program. Federal requirements mandate that any women diagnosed with cancer as a result of the screening are eligible and enrolled in Medicaid. For each year, \$695,417 (GF) and \$2.0 million (NGF).
- ▶ **Adjust Medicaid reimbursement to mental retardation training centers**
Reduces Medicaid reimbursement for services provided at Southeastern and Central Virginia training centers, operated by the Department of Mental Health, Mental Retardation and Substance Abuse Services. As a result of efficiencies created by proposed facility replacements and a reduction in the projected census, Medicaid expenditures at the training centers will decrease in both years. For 2007, a decrease of \$2.8 million (GF) and \$2.8 million (NGF). For 2008, a decrease of \$6.4 million (GF) and \$6.4 million (NGF).
- ▶ **Increase position level**
Increases the position level of the agency by eight. The additional positions will ensure the agency is compliant with federal mandates, help to manage new programs or recent program expansions, and handle the increasing workload of the agency. The additional positions will have no budget impact since the agency will be able to eliminate some part-time and contract positions. For 2007, eight positions.
- ▶ **Revise rate setting methodology for skilled nursing facilities**
Provides authority to remove the limits on nursing home administrator salaries, medical director fees and management fees. The limits are no longer necessary considering that nursing home indirect costs are capped. The authority will also increase the indirect cost ceiling from 103.9 to 106.13 percent. These changes are budget neutral since they will be implemented as part of the allocation of a \$3.00 per day rate increase that nursing facilities received on July 1, 2005. This action is contained in budget bill language.
- ▶ **Improve the cost reporting process for nursing facilities**
Provides for the agency to work with nursing home provider associations to develop a revised cost-reporting methodology to improve the timeliness of the current process. This action is contained in budget bill language.
- ▶ **Designate funding for the Uninsured Medical Catastrophe Fund**
Designates \$250,000 in funding from the Medicaid budget for the Uninsured Medical Catastrophe Fund. The fund was created as a mechanism for treating the uninsured who are faced with a life-threatening illness, but have no way to pay for treatment. This action is contained in budget bill language.

Agency Service Areas:

Reimbursements for Medical Services Related to Involuntary Mental Commitments

An Involuntary Mental Commitment, also known as a Temporary Detention Order (TDO), is the detainment of an individual who i) has been determined to be mentally ill and in need of hospitalization, ii) presents an imminent danger to self or others as result of the mental illness or is so seriously mentally ill as to be substantially unable to care for self, and iii) is incapable of volunteering or unwilling to volunteer for treatment. A magistrate issues the TDO. The duration of the order shall not exceed 48 hours prior to a commitment hearing. If the 48-hour period terminates on a Saturday, Sunday or legal holiday, such person may be detained until the next business day.

DMAS determines the allowable eligibility period for the client who is under an involuntary mental commitment and enrolls the client in the involuntary mental commitment program. DMAS ensures that all other available payment resources have been exhausted prior to payment by this program, which is funded only through state funds. Once this is completed, DMAS processes and adjudicates claims for the allowable services provided to clients under an involuntary mental commitment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,180,391	\$11,180,391	0.00	0.00
Total for Service Area	\$11,180,391	\$11,180,391	0.00	0.00

Objective: Ensure that providers that are treating TDO clients continue to be compensated for the allowable services they provide and ensure that these services are within the timeframe of the commitment order

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of reimbursement payments processed within DMAS time standard (see Target) 1.2 Percentage of reimbursement payments that were accurate 1.3 Percentage of services that were provided within the timeframe of the commitment order	To be determined from reports gathered October 1 through December 31, 2005	For FY 2007, 90% of all clean claims will be adjudicated within 30 calendar days of receipt at DMAS.

Reimbursements for Medical Services Provided Under the Family Access to Medical Insurance Security Plan

The Family Access to Medical Insurance Security (FAMIS) program is part of Virginia's Title XXI program for uninsured children and pregnant women living below 200% and 150% of the federal poverty level (FPL) respectively. The FAMIS program provides access to comprehensive health care services for qualifying children through a benefit plan modeled on the state-employee health plan in areas where a contracted managed care organization is available; and through a Medicaid look-alike benefit plan in fee-for-service areas. FAMIS requires family cost sharing through co-payments for services and provides a premium assistance option for private/employer-sponsored insurance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$85,649,076	\$85,649,076	0.00	0.00
Transfer funding for dental program to administrative budget	(\$408,220)	(\$417,114)	0.00	0.00
Fund Family Access to Medical Insurance Security plan utilization and inflation	\$607,149	\$9,439,972	0.00	0.00
Fund rate increase for physician services	\$0	\$1,222,199	0.00	0.00
Total for Service Area	\$85,848,005	\$95,894,133	0.00	0.00

Objective: Enroll all eligible children in the FAMIS program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of eligible children enrolled in FAMIS or FAMIS Plus	As of July 1, 2005, approximately 416,548 or 96% of estimated eligible children are enrolled in either FAMIS or FAMIS Plus. Updated calculation input will likely revise this baseline estimate downwards.	The enrollment target for the FAMIS program will remain at 95% or better for FY 2006. This target has been set in anticipation of revisions to the eligible population's estimated size.

Objective: Increase utilization of appropriate preventive care by FAMIS enrolled children

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Childhood immunization rate	Childhood immunizations (full immunization series at 24 months) for FY 2004 = 84% compliance	Childhood immunizations (full immunization series at 24 months) for FY 2006 = 86%
Well-child visit rate	Well-child visits for FY 2004 = 57% of 15-month-old children received the recommended number of visits and 54% of 3 to 6 year old children received the recommended number of visits	Well-child visits – Compliance with recommended number of visits for 15-month-old children in CY 2008 = 70%; compliance with recommended number of visits for 3 to 6 year old children in CY 2008 = 70%
Routine dental care utilization percentage	Routine dental care – FFY 2003, approximately 466,705 Medicaid enrollees over the age of three and under the age of 21 were eligible for services and the % of Medicaid/FAMIS children receiving care was approximately 25%.	Routine dental care – Utilization percentage at or beyond 40% for FY 2007

Reimbursements to State-Owned Mental Health and Mental Retardation Facilities

The service area reimburses facilities owned and operated by the Department of Mental Health and Mental Retardation and Substance Abuse Services (DMHMRSAS) for medically necessary services provided to Medicaid eligible recipients residing in these facilities.

The DMHMRSAS operates 15 state mental health or mental retardation facilities, that provide highly structured intensive inpatient treatment and habilitation services. The state mental health facilities provide a range of psychiatric, psychological, psychosocial rehabilitation, nursing, support, and ancillary services. The mental retardation training centers provide residential care and training in areas such as language, self-care, independent living, socialization, academic skills, and motor development. The Hiram Davis Medical Center provides medical care to state facility patients and residents.

DMAS works in partnership with the DMHMRSAS to ensure that services are medically necessary, provided in the most appropriate setting and that the reimbursement rates are sufficient to help maintain the financial viability of these state owned facilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$222,620,347	\$222,620,347	0.00	0.00
<i>Adjust federal appropriation to reflect federal match rate</i>	(\$6,636,955)	(\$6,636,955)	0.00	0.00
<i>Adjust Medicaid reimbursement to mental retardation training centers</i>	(\$5,570,662)	(\$12,854,412)	0.00	0.00
Total for Service Area	\$210,412,730	\$203,128,980	0.00	0.00

Objective: To ensure an appropriate level of care is provided to Medicaid eligible individuals in the DMHMRSAS facilities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of payments to DMHMRSAS facilities that were made for individuals who have been screened and pre-approved for services	To be determined	100% of claims are paid for individuals who have been appropriately authorized for services

Reimbursements for Mental Health and Mental Retardation Services

This service area reimburses providers, both public and private, for the treatment of mental illness, including long-term serious mental illness and short-term acute problems and for mental retardation case management services. Other mental retardation based services are provided in the long term care service area. Medicaid covers outpatient services, inpatient services under certain circumstances, and community-based mental health rehabilitative services to individuals who meet specified criteria for each service.

DMAS, in partnership with the DMHMRSAS, the Community Services Boards and community providers and advocates, continues to work to ensure access to needed MHMR services in the most appropriate setting.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$493,282,622	\$493,282,622	0.00	0.00
<i>Adjust funding to match new service area structure</i>	(\$272,714,943)	(\$272,714,943)	0.00	0.00
<i>Fund Medicaid utilization and inflation</i>	\$88,399,548	\$109,478,790	0.00	0.00
Total for Service Area	\$308,967,227	\$330,046,469	0.00	0.00

Objective: Increase access to outpatient and community-based mental health services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Outpatient/inpatient utilization ratio	In FY 2003, the ratio of individuals utilizing outpatient and community-based mental health services compared to inpatient utilization was 77.22 to 1.	For FY 2007, increase the ratio from "77.22 to 1" to "90 to 1."

Reimbursements for Professional and Institutional Medical Services

This service area represents the largest single component of the Department's programs and activities, the Title XIX Medicaid program. The primary functions that the department performs in this area are: i) working with local departments of social services to enroll persons into the appropriate categories of eligibility; ii) providing support services to enrollees; iii) developing and maintaining provider networks and ensuring access to needed health services; iv) reimbursing providers for necessary and appropriate health care services; iv) ensuring the program operates efficiently; and v) developing new program features to improve the quality of care and control costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,926,175,793	\$3,926,175,793	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$3,347,287)	(\$3,347,287)	0.00	0.00
<i>Adjust funding to match new service area structure</i>	(\$888,446,181)	(\$888,446,181)	0.00	0.00
<i>Transfer funding for dental program to administrative budget</i>	(\$4,020,064)	(\$4,140,009)	0.00	0.00
<i>Fund the impact of the new Medicare prescription drug program</i>	(\$139,812,825)	(\$141,471,040)	0.00	0.00
<i>Fund Medicaid utilization and inflation</i>	\$244,871,740	\$499,849,819	0.00	0.00
<i>Outsource compliance audits for various services</i>	(\$1,400,000)	(\$2,184,000)	0.00	0.00
<i>Fund the development of a specialty drug program</i>	(\$1,701,346)	(\$2,079,422)	0.00	0.00
<i>Fund rate increase for physician services</i>	\$0	\$12,778,223	0.00	0.00
<i>Implement an obesity pilot project for children</i>	\$382,000	\$382,000	0.00	0.00
<i>Increase adjustment factor for hospital inpatient reimbursement</i>	\$15,079,016	\$16,772,252	0.00	0.00
<i>Fund the associated Medicaid costs of expanded breast and cervical cancer screening</i>	\$2,682,323	\$2,682,323	0.00	0.00
Total for Service Area	\$3,150,463,169	\$3,416,972,471	0.00	0.00

Objective: Facilitate access to member healthcare services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number (percent) of eligible persons who are enrolled	To be determined	To be determined

Objective: Improve the quality, coordination of care and associated health outcomes to Medicaid/FAMIS participants diagnosed with asthma, diabetes, congestive heart failure and coronary artery disease

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
HEDIS measures	To be determined	To be determined

Objective: Increase access to and utilization of high quality dental care services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Medicaid children receiving dental services	For FFY 2003 approximately 466,705 Medicaid enrollees over the age of three and under the age of 21 years were eligible for dental services and the percentage of Medicaid children receiving dental care was approximately 25%.	40% for FY 2007

Objective: Ensure access to prenatal care for pregnant Medicaid recipients

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of pregnant women receiving prenatal visits by the second trimester	77% for CY 2004	81% by FY 2008

Objective: Increase the percentage of Medicaid children who are fully immunized by age two

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of two year olds fully immunized	89% as of FY 2004	90% by FY 2008

Reimbursements for Long-Term Care Services

This service area provides access to a system of high-quality long-term care services to the elderly and persons with disabilities to ensure health, safety, and well being.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$99,216,160	\$99,216,160	0.00	0.00
Adjust funding to match new service area structure	\$1,161,161,124	\$1,161,161,124	0.00	0.00
Fund Medicaid utilization and inflation	\$43,919,736	\$98,763,734	0.00	0.00
Eliminate the urgent care waiting list for the Mental Retardation waiver for children under age six	\$4,876,190	\$5,690,928	0.00	0.00
Increase the personal maintenance allowance for all waiver services	\$2,085,846	\$2,190,134	0.00	0.00
Provide funding to increase reimbursement rates for adult day care services	\$96,952	\$182,394	0.00	0.00
Increase payments to nursing facilities	\$7,808,300	\$8,073,782	0.00	0.00
Total for Service Area	\$1,319,164,308	\$1,375,278,256	0.00	0.00

Objective: Decrease the number of persons entering institutional care through the use of home and community-based waiver services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of persons entering long-term care as a percentage of persons screened for that care	FY 2005 – Approximately 62%	FY 2007 - 52%

Reimbursements to Acute Care Hospitals Providing Charity Care in Excess of the Median Level of Charity Care Costs

The purpose of the Indigent Health Care Trust Fund is to equalize the burden of charity care among non-state-owned hospitals, and to reimburse those among these hospitals with high charity care for part of this cost. Note: VCU and UVA hospitals are not included in the trust fund as they are state-affiliated facilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,285,831	\$9,285,831	0.00	0.00
Total for Service Area	\$9,285,831	\$9,285,831	0.00	0.00

Objective: Fund a portion of the charity care provided by Virginia hospitals

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Dollars paid to hospitals	\$9,285,831	\$9,285,831

Regular Assisted Living Reimbursements for Residents of Adult Homes

This service pays for 30 minutes of personal care (at \$3/day per eligible recipient), for eligible people who receive an Auxiliary Grant. This is a State-only program. The Auxiliary Grant is the state supplement to Supplemental Security Income (SSI), which is paid to eligible individuals who reside in assisted living facilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,612,952	\$1,612,952	0.00	0.00
Total for Service Area	\$1,612,952	\$1,612,952	0.00	0.00

Objective: Improve the efficiency of the operation of the regular assisted living (RAL) program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of claims that are paid within established time frames through VaMMIS claims processing	99% (2005)	100% paid timely by July 1, 2006

Reimbursements to Localities for Residents Covered by the State and Local Hospitalization Program

This service area provides coverage for inpatient and outpatient hospitalization, ambulatory surgical centers and local health department clinic visits to eligible, indigent Virginians who are not eligible for Medicaid. A person may be eligible for the State and Local Hospitalization (SLH) Program whether employed or unemployed, insured or uninsured, if the person meets the income and resource criteria established for the program. SLH is not an entitlement program. Once a locality's funds are exhausted, no further benefits are offered until the next year's allocation is received.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,665,779	\$13,665,779	0.00	0.00
Total for Service Area	\$13,665,779	\$13,665,779	0.00	0.00

Objective: Ensure transactions are processed in an accurate and timely manner

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of claims paid within 30 calendar days of the budget being loaded to the Medicaid Management Information System (VaMMIS) and within 30 days or receipt after budget is loaded to MMIS	To be determined	100% of claims are paid on time within 30 days of receipt.

Insurance Premium Payments for HIV-Positive Individuals

This service area ensures that HIV clients are able to maintain their medication protocol. The program provides reimbursement for health insurance premium payments to ensure that those approved individuals are able to maintain and utilize their private health insurance.

In order to qualify an individual must be 1) a resident of Virginia, 2) able to provide documentation from a physician verifying disability within three months due to HIV+ diagnosis, and 3) eligible for and have availability of continuing health insurance. DMAS determines eligibility for the program and assumes the responsibility of providing health insurance premium payment in a timely manner

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$556,702	\$556,702	0.00	0.00
Total for Service Area	\$556,702	\$556,702	0.00	0.00

Objective: Maximize the potential of the program to cover as many eligible individuals as possible within available funding

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of available funds expended	For Fiscal year 2005 approximately 99.1% of the annual appropriation was expended	For FY 2007, spend 99% or greater of the annual appropriation

Reimbursements for Medical Services Provided to Low-Income Children

The expansion of Medicaid eligibility for uninsured children from age 6 to 19 is part of Virginia's Title XXI program for uninsured children living below 200% of the federal poverty level (FPL). Prior to this expansion, children under age 6 could qualify for Medicaid benefits with family income up to 133% FPL but children from 6 to 19 would only qualify for Medicaid with income less than or equal to 100% FPL. Children from 6 to 19 with income between 100% FPL and 133% FPL might qualify for the FAMIS program instead; but this meant children in the same family would be enrolled in different programs and families would have to navigate two different systems of care. In September 2002, Virginia's Title XXI program was split into FAMIS for children 0 – 19 with income greater than Medicaid but less than or equal to 200% FPL; and the SCHIP Medicaid Expansion for children age 6 – 19 with income greater than 100% FPL but less than or equal to 133% FPL. Children covered by the SCHIP Medicaid Expansion receive full Medicaid benefits but are funded through Title XXI at a lower state-matching rate than Title XIX (Medicaid).

In 2004, The Virginia General Assembly renamed Medicaid for children, including the SCHIP Medicaid Expansion program, to FAMIS Plus.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$60,387,939	\$60,387,939	0.00	0.00
Transfer funding for dental program to administrative budget	(\$319,258)	(\$338,846)	0.00	0.00
Fund medical assistance services for low-income children utilization and inflation	\$6,605,718	\$13,569,647	0.00	0.00
Fund rate increase for physician services	\$0	\$247,724	0.00	0.00
Total for Service Area	\$66,674,399	\$73,866,464	0.00	0.00

Objective: Enroll all eligible children in the SCHIP Medicaid Expansion program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of eligible children enrolled in SCHIP Medicaid Expansion or FAMIS	As of July 1, 2005, 96% of estimated eligible children are enrolled in either FAMIS or FAMIS Plus.	The enrollment target for the SCHIP Medicaid Expansion program will remain at 95% or better for FY 2006.

Objective: Increase utilization of appropriate preventive care by children enrolled in the SCHIP Medicaid Expansion

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Routine pediatric dental care	In FFY 2003 approximately 466,705 Medicaid enrollees over the age of three and under the age of 21 years were eligible for dental services and the percentage of Medicaid children receiving dental care was approximately 25%.	Utilization percentage at or beyond 40% for FY 2007
EPSDT well-child screenings	EPSDT well-child screenings Well-child screenings in FFY 2004 = Overall compliance rate for all eligible children on Medicaid was 56%. (47% for 6 – 9; 43% for 10 – 14; and 45% for 15 – 18).	EPSDT well-child screenings – Well-child screenings for FFY 2008 = 80% overall compliance

Administrative and Support Services

This service area includes the manpower, overall administrative support, policy and research and contractual services necessary to successfully operate the Agency's programs and activities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$82,398,558	\$82,398,558	331.00	331.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,668,314	\$1,668,314	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$225,000)	(\$225,000)	0.00	0.00
<i>Transfer funding for dental program to administrative budget</i>	\$4,747,542	\$4,895,969	0.00	0.00
<i>Fund the impact of the new Medicare prescription drug program</i>	\$60,000	\$60,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$30,127	\$31,741	0.00	0.00
<i>Outsource compliance audits for various services</i>	\$700,000	\$728,000	0.00	0.00
<i>Fund the development of a specialty drug program</i>	\$515,266	\$539,200	1.00	1.00
<i>Fund the administrative costs for the National Provider Identifier Initiative</i>	\$4,128,213	\$1,218,026	1.00	1.00
<i>Outsource payroll processing for Consumer Directed Personal Attendant Services</i>	\$3,668,800	\$4,049,800	0.00	0.00
<i>Eliminate the urgent care waiting list for the Mental Retardation waiver for children under age six</i>	\$61,308	\$64,700	1.00	1.00
<i>Increase position level</i>	\$0	\$0	8.00	8.00
Total for Service Area	\$97,753,128	\$95,429,308	342.00	342.00

Objective: Improve communication among employees throughout the agency

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The degree to which employees feel communications are effective (as measured by a survey)	To be determined by employee survey in December 2005	To be determined

Objective: Recruit, develop and retain a skilled, diverse and adequately sized, professional workforce

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Employee turnover rate	11.5% for FY 05	8.0% for FY 07

Objective: Safeguard and protect the assets of the agency, ensuring that incidents of fraud, waste and abuse are identified and reduced

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of incidents involving fraud, waste and abuse reported by the Auditor of Public Accounts and by other audit entities (including DMAS Internal Audit) that audit DMAS operations and business processes	To be determined	To be determined

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	80%	100%

Department Of Mental Health, Mental Retardation and Substance Abuse Services

Mission Statement

The Department of Mental Health, Mental Retardation, and Substance Abuse Services (the Department) provides leadership and service to improve Virginia's system of quality treatment, habilitation, and prevention services for individuals and their families whose lives are affected by mental illness, mental retardation, or substance use disorders (alcohol or other drug dependence or abuse). The Department seeks to promote dignity, choice, recovery, and the highest possible level of participation in work, relationships, and all aspects of community life for these individuals.

Agency Goals:

- Fully implement self-determination, empowerment, recovery, resilience, and person-centered core values at all levels of the system through policy and practices that reflect the unique circumstances of individuals receiving MH, MR, or SA services.
- Expand and sustain services capacity necessary to provide services when and where they are needed, in appropriate amounts, and for appropriate durations.
- Align administrative and funding incentives and organizational processes to support and sustain quality consumer-focused care, promote innovation, and assure efficiency and cost-effectiveness.
- Assure that services system infrastructure and technology efficiently and appropriately meet the needs of individuals receiving publicly funded MH, MR, and SA services and supports.
- Obtain sufficient numbers of professional, direct care, administrative, and support staff with appropriate skills and expertise to deliver quality care.
- Enhance service quality, appropriateness, effectiveness, and accountability through performance and outcomes measurement and service delivery and utilization review.

Customers Served:

- Individuals with or at risk of serious mental illnesses or serious emotional disturbances served by or seeking services from CSBs
- Individuals with mental retardation served by or seeking services from CSBs
- Individuals with substance use disorders served by or seeking services from CSBs
- Consumers and family members receiving services from consumer-run programs, consumer and family education programs, or family-run support and education programs
- Individuals served by the CSBs with mental retardation who are not eligible for MR Waiver or Part C early intervention services
- Individuals with mental retardation who need dental and other therapeutic services not currently available
- Infants and toddlers and their families served in Part C early intervention services
- Individuals served by nursing homes with mental retardation who are recipients of OBRA services
- Individuals with mental retardation in community programs who need guardians
- Children with mental retardation who need family support services
- Participants in community prevention programs and coalitions
- Department of Corrections inmates meeting criteria as sexually violent predators (SVP) and eligible at release for SVP civil commitment
- Individuals meeting SVP criteria and civilly committed to the Virginia Center for Behavioral Rehabilitation (VCBR)
- Individuals meeting SVP criteria and conditionally released for SVP treatment
- Juveniles requiring restoration to competency treatment services
- Individuals with active criminal justice system involvement who require secure forensic services
- Individuals served in state training centers
- Training center residents receiving vocational/educational services
- Adults served in state hospitals
- Children and adolescents served in state hospitals
- Senior adults (65 and older) receiving services in state hospitals
- Patients on the Central Virginia Training Center medical/surgical unit

Customers Served:

- Patients on state hospital medical/surgical units
- Patients at Hiram Davis Medical Center
- State facility patients and residents receiving inpatient medical services in local hospitals through special hospitalization
- Individuals discharged from state hospitals and those diverted from state hospitalization to local acute care served by the Aftercare Pharmacy
- Individuals served by the Aftercare Pharmacy who are on community intake status
- Individuals served by the Aftercare Pharmacy who have Medicaid drug coverage
- Community services boards and behavioral health authority (CSBs)
- State hospitals and training centers
- State facility employees
- Licensed providers of MH, MR, and SA services and developmental disability waiver services (including CSBs, other public, and private providers)
- Citizens who make complaints about licensed providers that result in investigations
- Nursing homes
- Virginia criminal courts, including Juvenile and Domestic Relations Courts
- Local and regional jails
- Governor (Office of the Inspector General Reports)
- Members of the General Assembly (Office of the Inspector General Reports)
- Members, State Mental Health, Mental Retardation and Substance Abuse Services Board
- Members of committees and councils established or required by state or federal statutes or regulations staffed and supported by Department central office staff

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$412,419,069	\$332,561,197	\$744,980,266	\$407,419,033	\$337,561,233	9,954.00
FY 2004	\$407,529,047	\$320,604,141	\$728,133,188	\$398,385,669	\$329,747,519	9,867.75
FY 2005	\$450,326,350	\$336,394,278	\$786,720,628	\$420,638,715	\$366,081,913	9,943.00
FY 2006	\$439,250,639	\$336,394,278	\$775,644,917	\$416,501,662	\$359,143,255	9,884.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$439,250,639	\$336,394,278	\$775,644,917	\$426,993,774	\$348,651,143	9,884.00
FY 2007 Addenda	\$101,252,492	\$16,535,799	\$117,788,291	\$26,696,993	\$91,091,298	5.00
FY 2007 TOTAL	\$540,503,131	\$352,930,077	\$893,433,208	\$453,690,767	\$439,742,441	9,889.00
FY 2008 Base Budget	\$439,250,639	\$336,394,278	\$775,644,917	\$426,993,774	\$348,651,143	9,884.00
FY 2008 Addenda	\$110,378,662	\$14,559,154	\$124,937,816	\$17,629,114	\$107,308,702	-184.00
FY 2008 TOTAL	\$549,629,301	\$350,953,432	\$900,582,733	\$444,622,888	\$455,959,845	9,700.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$4,750,000	\$0	\$4,750,000	\$0	\$4,750,000	0.00
FY 2008 Capital	\$4,750,000	\$0	\$4,750,000	\$0	\$4,750,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$38.9 million (GF) and \$11.1 million (NGF).
- ▶ **Remove one-time funding for Inspector General**
Adjusts the agency budget to remove one-time administrative funding added in 2005 for the Office of the Inspector General. For each year, a reduction of \$130,624 (GF).
- ▶ **Remove one-time funding**
Removes funding added in the 2005 session. For each year, a reduction of \$75,000 (GF).
- ▶ **Transfer funds for community mental health services for non-mandated children and adolescents**
Transfers funds used to provide services to at-risk children and adolescents from the agency's administrative office to the community services program. As services are provided through local Community Services Boards, this transfer will shift funding to the appropriate agency code. (Net zero adjustment)
- ▶ **Adjust nongeneral fund appropriation to reflect federal grant awards**
Reduces the nongeneral fund appropriation to reflect anticipated federal grant awards. The Department does not expect to receive the same level of federal grants as in previous years. For each year, a reduction of \$3.5 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$868,742 (GF). For 2008, \$1.3 million (GF).
- ▶ **Add licensing staff**
Adds three inspector positions to the Office of Licensing to meet statutory licensing requirements for providers of mental health, mental retardation, substance abuse, developmental disability, and brain injury services. In the last five years, the number of licensed providers has increased by 65 percent, while the number of inspectors has increased by only 25 percent. This funding will ensure providers are inspected and licensed as required by the Code of Virginia. For 2007, \$213,904 (GF), \$34,224 (NGF), and three positions. For 2008, \$213,904 (GF) and \$34,224 (NGF).
- ▶ **Increase positions in architectural and engineering services**
Adds three positions to the Office of Architecture and Engineering Services to assure critical projects are completed. The positions will have oversight responsibility for facility physical plant services, food service and dietary operations, and on-going capital and building permit projects. For 2007, \$285,541 (GF) and three positions. For 2008, \$285,541 (GF).
- ▶ **Provide funding for the Community Integration Oversight Advisory Committee**
Adds funding at the agency to ensure that adequate resources are available for Community Integration Oversight Advisory Committee salaries and related expenses. For each year, \$233,398 (GF).
- ▶ **Implement a developmental career path for Direct Service Associates**
Provides funds for the implementation of a career path for direct services associates at mental health treatment centers and mental retardation training centers to improve recruitment and retention efforts. Current rates of staff turnover are significantly higher than the state average and result in excessive overtime costs for the facilities. The program will provide training and salary increases to qualifying participants based on fulfillment of skill and competency requirements. For 2007, \$148,658 (GF). For 2008, \$811,861 (GF).
- ▶ **Add funding for Celebrating Special Children**
Provides funds to improve access to information on resources available for families of children with special needs in the Commonwealth. For 2007, \$100,000 (GF).
- ▶ **Add funding for Greater Richmond Association for Retarded Citizens (ARC)**
Provides funding for the Greater Richmond Association for Retarded Citizens to help fund their capital campaign. For 2007, \$750,000 (GF).
- ▶ **Capital Outlay Lease for food service units at mental health and mental retardation facilities**
Provides the lease payments for food service equipment for nine mental health and mental retardation facilities statewide. Current equipment has reached the end of its useful life and poses a health risk to facility residents. The funding level assumes the department uses the Master Equipment Leasing Program and pays the lease over a period of 10 years, beginning in July of 2006. For 2007, \$859,698 (GF). For 2008, \$1.7 million (GF).

- ▶ **Transfer funds from Colonial Community Services Board pharmacy to Aftercare Pharmacy**
Transfers funds for the Colonial pharmacy from Grants to Localities to the Aftercare Pharmacy. In 2005, the Colonial Community Services Board participated in a regional pharmacy pilot program and did not purchase drugs through the Aftercare Pharmacy. In 2006, Colonial began participating in the Aftercare Pharmacy. For each year, a reduction of \$90,265 (GF).
- ▶ **Transfer funds between community mental health services to reflect actual expenditures**
Transfers funding between three subprogram areas within the Community Service Boards to align appropriations with projected expenditures. The transfers are budget neutral with funding for mental health services decreasing and funding for mental retardation and substance abuse services increasing. (Net zero adjustment)
- ▶ **Transfer funds for evaluation of "systems of care" pilot projects for children and adolescents**
Transfers funds appropriated in 2005 for the evaluation of a pilot program to serve children to the agency's central administrative office. 2005 budget language permits this transfer. (Net zero adjustment)
- ▶ **Adjust nongeneral fund appropriation to reflect federal grant awards**
Reduces the nongeneral fund appropriation to reflect anticipated federal grants. A number of mental health grants previously received by the agency will be expiring during the biennium. For each year, a reduction of \$9.0 million (NGF).
- ▶ **Increase funds for Early Intervention services for infants and toddlers**
Provides increased funds for Early Intervention services for infants and toddlers identified through an annual child count. Participation in Part C, a federally subsidized program, requires that the state provide services to all eligible children. This funding would address the current waitlist and provide services to children projected to be eligible during the biennium. For each year, \$4.1 million (GF).
- ▶ **Establish mental health community transformation initiative**
Expands community-based services by providing targeted funding increases to Community Services Boards. A portion of the funds is directly related to the projected reduction in census at Eastern State Hospital in Williamsburg. Another portion of the funds will be used to reduce pressure for community placement in Health Planning Regions one and two. The remainder will be used for statewide discharge assistance plans, mental health services for children and adolescents, and community-based recovery support services. For 2007, \$18.4 million (GF). For 2008, \$20.5 million (GF).
- ▶ **Establish mental retardation community transformation initiative**
Provides additional funds for the Home and Community Based Mental Retardation Waiver Program by increasing the number of slots available for facility discharges and community diversion. A dedicated amount is set aside to transition current facility residents at Southeastern and Central Virginia Training Centers into community placements as the facilities are being replaced. An equal number of slots are dedicated for statewide diversion efforts. The funds will also be used to provide a ten percent rate increase to providers of congregate homes for waiver clients and a five percent increase for providers of other waiver services. Additional funding is included for start-up costs incurred by new waiver clients as well as an increase to guardianship services. For 2007, \$24.9 million (GF) and \$23.5 million (NGF). For 2008, \$30.7 million (GF) and \$28.8 million (NGF).
- ▶ **Establish substance abuse services community transformation initiative**
Builds on efforts in the 2005 budget to increase availability of crisis stabilization services. This funding will allow existing sites to expand their array of services and also provides for the creation of two additional crisis stabilization sites. Expansion of these services will aid in the diversion of individuals who would otherwise be placed in state facilities. For each year, \$6.3 million (GF).
- ▶ **Transfer position to Virginia Information Technologies Agency**
Transfers a position from Northern Virginia Mental Health Institute to the Virginia Information Technologies Agency. This position was inadvertently not transferred in the previous biennium. For 2007, a reduction of one position.
- ▶ **Shift from nongeneral funds to general fund in mental health facilities to reflect actual collections**
Adjusts the nongeneral and general fund appropriation at mental health facilities to reflect actual expenditures. The increase in general fund is offset by a decrease in general fund at the mental retardation training centers. The nongeneral fund appropriation is representative of Medicaid-reimbursed expenditures, which are lower than projected at the mental health facilities. For each year, an increase of \$3.4 million (GF) and a decrease of \$3.4 million (NGF).
- ▶ **Address increasing costs in Aftercare Pharmacy**
Adds funding to the Aftercare Pharmacy program for individuals receiving mental health services through local Community Services Boards. Necessary to offset rising drug costs, the additional funding will allow the program to continue to provide pharmacy services to all eligible individuals. For 2007, \$2.0 million (GF). For 2008, \$3.8 million (GF).

► **Address increasing inpatient pharmacy costs**

Adds funding to the inpatient pharmacy program at state mental health and mental retardation facilities. As drug costs increase, this adjustment is necessary to maintain pharmacy services for individuals served by these facilities. For 2007, \$4.2 million (GF). For 2008, \$5.0 million (GF).

► **Reduce funds for operating costs at Eastern State and Western State Hospitals**

Reduces funding at Eastern State Hospital and Western State Hospital. This reduction is due to the projected decrease in census at the two hospitals and the replacement of the facilities with buildings that are more efficient in design. The new facilities will allow for a more efficient staffing pattern. For 2007, a decrease of \$1.6 million (GF). For 2008, a decrease of \$4.0 million (GF) and a reduction of 55 positions.

► **Provide increased funding to ensure proper billing for prescriptions purchased through Medicare Part D**

Adds funds for the Department to contract with nine pharmacy technicians and purchase related software and hardware expenses. The technicians will ensure proper billing for prescriptions purchased by state mental health and mental retardation facilities through a Medicare Part D approved prescription drug plan. For each year, \$759,000 (GF).

► **Shift from general fund to nongeneral funds in mental retardation training centers to reflect actual collections**

Adjusts the nongeneral and general fund appropriation at mental retardation training centers to reflect actual expenditures. The nongeneral fund appropriation is representative of Medicaid-reimbursed expenditures, which continue to increase at the training centers. The decrease in general fund is offset by an increase in general fund at the mental health facilities. For each year, a decrease of \$3.4 million (GF) and an increase of \$3.4 million (NGF).

► **Adjust nongeneral fund appropriation and positions at Southeastern and Central Virginia Training Centers**

Reduces the nongeneral fund appropriation and position levels at Southeastern and Central Virginia training centers in accordance with operating efficiencies resulting from proposed facility replacements. A reduction in census and a more efficient layout will allow the new facilities to operate with fewer staff. For 2007, a decrease of \$5.6 million (NGF). For 2008, a decrease of \$12.9 million (NGF) and a reduction of 134 positions.

Agency Summary of Recommended Capital Outlay Addenda

► **Replace and repair roofs at mental health and mental retardation facilities**

Provides funds to repair and replace roofs at facilities where there is a critical need. This funding will target buildings where active leaks have jeopardized the safety and quality of life for facility residents. For the biennium, \$4.7 million (GF).

► **Replace and repair boilers and steamlines at Central State Hospital and Northern Virginia Training Center**

Provides capital funds for the replacement and repair of boilers and steamlines at Central State Hospital and Northern Virginia Training Center. The current systems are old and inefficient, with dilapidated pipelines and failing boilers. This funding will allow the agency to make the most critical repairs and will allow for more efficient boiler systems. For the biennium, \$4.8 million (GF).

Agency Service Areas:

Regulation of Health Care Service Providers

Regulation of Public Facilities and Services involves licensing of mental health, mental retardation, substance abuse services, developmental disability waiver services, and residential brain injury services through 15 licensing specialists, two regional managers, a director, and a management program technician. The Department licenses all new services, renews licenses, conducts annual unannounced inspections in all services, investigates all complaints, reviews reports of serious injuries and deaths, and initiates negative action, including sanctions and revocations, against providers. It ensures applicants who become licensed meet and maintain adherence to standards of health, safety, service provision, and consumer rights while they continue operating. This is accomplished by issuing licenses, conducting annual unannounced monitoring of providers and investigating complaints about providers. It also provides information to the public about licensed providers and enforces regulations which promote health and safety for both individuals using the services and the surrounding community and preparation by providers for emergencies and disasters.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,650,475	\$1,650,475	19.00	19.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$51,000	\$51,000	0.00	0.00
<i>Add licensing staff</i>	\$248,128	\$248,128	3.00	3.00
Total for Service Area	\$1,949,603	\$1,949,603	22.00	22.00

Objective: Increase the number of licensing inspections in residential settings.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of residential program inspections	FY 2004: 826 unannounced residential inspections	10 percent increase in the number of residential inspections by the end of FY 2008

Facility and Community Programs Inspection and Monitoring

The Office of the Inspector General for Mental Health, Mental Retardation & Substance Abuse Services (OIG) inspects, monitors, reviews, and makes recommendations to the Governor and General Assembly regarding the quality of services provided in facilities operated by the Department of Mental Health, Mental Retardation and Substance Abuse Services (the Department) and by providers as defined in 37.2-4-4 through 37.2-422 that are licensed by the Department. These include hospitals as defined in 32.1-123, community services boards and behavioral health authorities as defined in 37.2-100, and licensed private providers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$629,648	\$629,648	4.00	4.00
Remove one-time funding for Inspector General	(\$130,624)	(\$130,624)	0.00	0.00
Total for Service Area	\$499,024	\$499,024	4.00	4.00

Objective: Assess the quality of services provided by state facilities and licensed providers and make recommendations for improvement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of state facilities at which inspections or reviews are conducted	FY 2005: 100 percent of state facilities inspected or reviewed	100 percent review rate annually through the end of FY 2008
Number of inspections/reviews conducted in the system of licensed programs.	FY 2005: 0 inspections (with the exception of a pilot project)	2 inspections or reviews annually through FY 2008

Objective: Facilitate resolution of inquires and complaints received by the OIG regarding services provided by state facilities and licensed providers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of non-emergency inquires and complaints that are responded to within two business days	FY 2005: 100 percent of non-emergency inquiries and complaints were responded to within two business days of receipt	100 percent response rate through the end of FY 2008

Administrative and Support Services

The Department of Mental Health, Mental Retardation and Substance Abuse Services (the Department), through its Central Office functions, provides leadership, strategic and policy direction, and comprehensive and strategic planning to implement the vision of services and supports that promote consumer self-determination, empowerment, recovery, resilience, health, inclusion, and participation in all aspects of community life throughout the Commonwealth's publicly funded mental health, mental retardation, and substance abuse services system. It oversees the operation of the nine state hospitals, five training centers, one medical center, and one residential treatment program for sexually violent predators. It provides general guidance and technical assistance to, negotiates contracts with, and funds the 40 community services boards. It protects the human rights of consumers in services licensed, operated, or funded by the Department. It provides financial management and controls for all state and federal funds appropriated to and allocated through the Department, defines performance measures for the public services system, conducts program and financial audits, and performs other quality and compliance assurance activities. It performs workforce development planning and provides and funds training and skill development required for a competent professional, direct care, and administrative and support workforce. It also coordinates terrorism and disaster behavioral health preparedness, response, and recovery activities.

The Central Office administers three programs:

- A Juvenile Competency Restoration Program that directly provides in the greater Richmond area and contracts with public and private providers elsewhere for competency evaluations and treatment services to restore competency to stand trial of juveniles under criminal charge in Juvenile and Domestic Relations courts;
- A community-based Conditional Release program for individuals who have been found by the courts to be sexually violent predators but who do not need secure residential care; and
- The Pre-Admission Screening and Resident Review process pursuant to the Nursing Home Reform provisions of OBRA 87.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$35,882,058	\$35,882,058	237.00	237.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,605,781	\$1,605,781	0.00	0.00
<i>Remove one-time funding</i>	(\$75,000)	(\$75,000)	0.00	0.00
<i>Transfer funds for community mental health services for non-mandated children and adolescents</i>	(\$4,125,000)	(\$4,125,000)	0.00	0.00
<i>Transfer funds for evaluation of "systems of care" pilot projects for children and adolescents</i>	\$50,000	\$50,000	0.00	0.00
<i>Adjust nongeneral fund appropriation to reflect federal grant awards</i>	(\$3,500,000)	(\$3,500,000)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$868,742	\$1,330,085	0.00	0.00
<i>Increase positions in architectural and engineering services</i>	\$285,541	\$285,541	3.00	3.00
<i>Provide funding for the Community Integration Oversight Advisory Committee</i>	\$233,398	\$233,398	0.00	0.00
<i>Implement a developmental career path for Direct Service Associates</i>	\$148,658	\$811,861	0.00	0.00
<i>Add funding for Celebrating Special Children</i>	\$100,000	\$0	0.00	0.00
<i>Add funding for Greater Richmond Association for Retarded Citizens (ARC)</i>	\$750,000	\$0	0.00	0.00
<i>Capital Outlay Lease for food service units at mental health and mental retardation facilities</i>	\$859,698	\$1,719,395	0.00	0.00
Total for Service Area	\$33,083,876	\$34,218,119	240.00	240.00

Objective: Promote the implementation of self-determination, empowerment, recovery and resilience principles and practices across the Commonwealth's system of mental health, mental retardation, and substance abuse services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number participating in wellness recovery planning and consumer empowerment and leadership training	FY 2005: 141 training participants	175 participants trained annually through the end of FY 2008

Community Substance Abuse Services

Community Substance Abuse Services funds public community substance abuse services provided by community services boards and behavioral health authorities, hereafter referred to as CSBs, throughout the Commonwealth. CSBs function as the single points of entry into publicly funded mental health, mental retardation, and substance abuse services in their service areas in order to provide comprehensive mental health, mental retardation, and substance abuse services within a continuum of care. Prevention services include programs, practices, and policies that involve individuals, families, community coalitions, and systems working together to promote their strengths and potentials. Prevention is aimed at substantially reducing the incidence of alcohol, tobacco, and other drug dependency and abuse. CSB responsibilities for services to consumers and for other administrative and operational requirements are identified in, reported on, and monitored through community services performance contracts negotiated annually by the Department with each CSB and associated contract reports. Community substance abuse services are integrated with other direct services and supports at the local level for individuals with special needs or those receiving services from multiple agencies, including adults and children or adolescents with co-occurring disorders such as mental illness and substance use disorders, and individuals who are hospitalized or involved in the criminal justice system.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$84,178,073	\$84,178,073	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,760,799	\$2,760,799	0.00	0.00
<i>Transfer funds between community mental health services to reflect actual expenditures</i>	\$1,600,000	\$1,600,000	0.00	0.00
<i>Adjust nongeneral fund appropriation to reflect federal grant awards</i>	(\$4,000,000)	(\$4,000,000)	0.00	0.00
<i>Establish substance abuse services community transformation initiative</i>	\$6,278,568	\$6,278,568	0.00	0.00
Total for Service Area	\$90,817,440	\$90,817,440	0.00	0.00

Objective: Implement substance abuse service initiatives that achieve the vision of a consumer-driven system of services and develop community services capacity consistent with the goals of SA services system transformation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase in units of service delivered by the 40 CSBs for services that divert admissions from state hospitals	FY 2004: 1,864 consumers receiving state facility diversion services	5 percent increase in the number of consumers receiving state facility diversion services by the end of FY 2008

Community Mental Health Services

Community Mental Health Services funds public community mental health services provided by community services boards and behavioral health authorities, hereafter referred to as CSBs, throughout the Commonwealth. CSBs function as the single points of entry into publicly funded mental health, mental retardation, and substance abuse services in their service areas in order to provide comprehensive mental health, mental retardation, and substance abuse services within a continuum of care. CSBs also provide preadmission screening of all requests for involuntary inpatient treatment in state hospitals or other facilities. Finally, each CSB provides discharge planning for all individuals who resided or will reside in cities or counties served by the CSB before they are discharged from state hospitals. CSB responsibilities for services to consumers and for other administrative and operational requirements are identified in, reported on, and monitored through community services performance contracts negotiated annually by the Department with each CSB and associated contract reports. Several consumer-run, non-profit organizations provide a few direct services under separate contracts with the Department. Community mental health services are integrated with other direct services and supports at the local level for individuals with special needs or those receiving services from multiple agencies, including children or adolescents and their families, persons with co-occurring disorders such as mental illness and substance use (alcohol or other drug dependence or abuse) disorders, and adults or children who are hospitalized or involved in the criminal justice system. This service area also funds CSBs to support the implementation of conditional release orders, pursuant to § 19.2-182.7 of the Code of Virginia, for individuals who have been acquitted by reason of insanity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$138,623,317	\$138,623,317	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$7,580,030	\$7,580,030	0.00	0.00
<i>Transfer funds for community mental health services for non-mandated children and adolescents</i>	\$4,125,000	\$4,125,000	0.00	0.00
<i>Transfer funds from Colonial Community Services Board pharmacy to Aftercare Pharmacy</i>	(\$90,265)	(\$90,265)	0.00	0.00
<i>Transfer funds between community mental health services to reflect actual expenditures</i>	(\$17,450,000)	(\$17,450,000)	0.00	0.00
<i>Transfer funds for evaluation of "systems of care" pilot projects for children and adolescents</i>	(\$50,000)	(\$50,000)	0.00	0.00
<i>Adjust nongeneral fund appropriation to reflect federal grant awards</i>	(\$5,100,000)	(\$5,100,000)	0.00	0.00
<i>Establish mental health community transformation initiative</i>	\$18,401,640	\$20,533,480	0.00	0.00
Total for Service Area	\$146,039,722	\$148,171,562	0.00	0.00

Objective: Implement mental health service initiatives that achieve the vision of a consumer-driven system of services and develop community services capacity consistent with the goals of MH services system transformation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the number of CSBs monitoring recovery orientation with the ROSI	FY 2005: 10 CSBs using the ROSI	40 CSBs using the ROSI by the end of FY 2008

Community Mental Retardation Services

Community Mental Retardation Services funds public community mental retardation services provided by community services boards and behavioral health authorities, hereafter referred to as CSBs, throughout the Commonwealth. CSBs function as the single points of entry into publicly funded mental health, mental retardation, and substance abuse services in their service areas in order to provide comprehensive mental health, mental retardation, and substance abuse services within a continuum of care. CSBs also provide preadmission screening of all requests for admission to training centers. Finally, each CSB provides discharge planning for all individuals who resided or will reside in cities or counties served by the CSB before they are discharged from training centers. CSB responsibilities for services to consumers and for other administrative and operational requirements are identified in, reported on, and monitored through community services performance contracts negotiated annually by the Department with each CSB and associated contract reports. Community mental retardation services are integrated with other direct services and supports at the local level for individuals with special needs, those receiving services from multiple agencies, and individuals with co-occurring disorders such as mental retardation and mental illness or mental retardation and substance use (alcohol or other drug dependence or abuse) disorders.

This service area also funds Part C early intervention services for infants and toddlers provided through contracts with local interagency coordinating councils (LICCs) across Virginia. These councils include representatives from a variety of agencies, including CSBs, serving infants and toddlers eligible for services under the Part C program. LICCs provide federally required information about Part C services to the Department through the Infants and Toddlers Online Tracking System (iTOTS).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,328,488	\$14,328,488	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,420,344	\$1,420,344	0.00	0.00
<i>Transfer funds between community mental health services to reflect actual expenditures</i>	\$15,850,000	\$15,850,000	0.00	0.00
<i>Adjust nongeneral fund appropriation to reflect federal grant awards</i>	\$100,000	\$100,000	0.00	0.00
<i>Increase funds for Early Intervention services for infants and toddlers</i>	\$4,078,366	\$4,078,366	0.00	0.00
<i>Establish mental retardation community transformation initiative</i>	\$48,376,344	\$59,523,554	0.00	0.00
Total for Service Area	\$84,153,542	\$95,300,752	0.00	0.00

Objective: Implement mental retardation service initiatives that achieve the vision of consumer-driven system of services and develop community services capacity consistent with the goals of MR services system transformation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Level of consumer and family member participation	FY 2005: 16 percent consumer and family participation on the MR Special Populations Workgroup	20 percent increase in family participation on the MR Special Populations Workgroup by the end of FY 2008

Facility-Based Education and Skills Training

Instruction services consist of any educational or vocational training, including educational instruction to the people served in training centers who are still covered by federal Individuals with Disabilities Education Act (IDEA) legislation, and vocational instruction and training for the people served in training centers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,656,098	\$7,656,098	191.00	191.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$173,792	\$173,792	0.00	0.00
Total for Service Area	\$7,829,890	\$7,829,890	191.00	191.00

Objective: Continue to provide appropriate training, education, and transition services to all eligible consumers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of eligible consumers in state-operated facilities enrolled in training or educational programs	FY 2005: 100 percent of eligible consumers were enrolled in appropriate instructional or training programs	100 percent of eligible consumers enrolled in appropriate instructional or training programs through FY 2008

Forensic and Behavioral Rehabilitation Security

The Department has, by statute, responsibility for the provision of forensic mental health evaluation and treatment services to the criminal courts of the Commonwealth. Forensic treatment services are provided in secure or civil units. The most secure location is the Maximum Security Forensic Unit at Central State Hospital (CSH) in Petersburg. This facility has levels of perimeter and internal security and security personnel that are equivalent to a medium security correctional center. An Intermediate Security Unit at CSH has medium correctional security levels of perimeter security, a less restricted internal milieu, and security staffing. Two minimum-security units, at Eastern State Hospital (ESH) and Western State Hospital (WSH), have a physical structure that includes, at a minimum, two levels of locked security to prevent escape, and a specialized staff complement.

The Department also operates the Virginia Center for Behavioral Rehabilitation (VCBR), which provides evaluation and rehabilitation services in a secure setting to individuals found by the court to meet the statutory criterion of sexually violent predator (SVP) under § 37.2-900 et.seq. of the Code of Virginia. The VCBR prepares residents, when appropriate, for eventual return to their home communities, working with community providers to develop realistic and appropriate conditional release and monitoring safety plans.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$22,129,276	\$22,129,276	478.00	478.00
Transfer centrally funded amounts to agency budgets	(\$7,378,286)	(\$7,378,286)	0.00	0.00
Total for Service Area	\$14,750,990	\$14,750,990	478.00	478.00

Objective: Provide sufficient secure forensic evaluation, forensic treatment, and services that restore competency to stand trial to meet the demands of jails and courts.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average wait times for admission to secure forensic settings	FY 2005: 3 months average wait time for admission to secure forensic settings	10 percent reduction in average wait time for admission to secure forensic settings by the end of FY 2008

Objective: Provide secure and sex-offender specific treatment services to civilly committed sexually violent predators (SVPs) residing at the VCBR.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduction in the VCBR security staff turnover rate	FY 2005: 50 percent VCBR security staff turnover rate	10 percent reduction in the VCBR security staff turnover rate by the end of FY 2008

Aftercare Pharmacy Services

The Aftercare Pharmacy provides medications for individuals who have been discharged or diverted from a state hospital or training center and who are unable to pay for medications that have been prescribed to treat or prevent a recurrence of the condition for which they received state facility services. The Aftercare Pharmacy is located at the Hiram Davis Medical Center in Petersburg.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$22,524,843	\$22,524,843	0.00	0.00
Transfer funds from Colonial Community Services Board pharmacy to Aftercare Pharmacy	\$90,265	\$90,265	0.00	0.00
Address increasing costs in Aftercare Pharmacy	\$2,031,325	\$3,782,139	0.00	0.00
Total for Service Area	\$24,646,433	\$26,397,247	0.00	0.00

Objective: Provide appropriate pharmacy services to individuals receiving CSB services who meet Aftercare Pharmacy eligibility criteria.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Annualized "Medsavers" savings	FY 04: \$1,885,475 in savings realized through the "Medsaver" program	2 percent increase in savings realized through the "Medsaver" program by the end of FY 2008

Inpatient Pharmacy Services

Inpatient pharmacy and medication management services include medication selection and procurement, medication storage, medication ordering and prescribing, medication preparation and dispensing, medication administration, and medication monitoring.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,921,927	\$16,921,927	65.80	65.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$68,278	\$68,278	0.00	0.00
<i>Address increasing inpatient pharmacy costs</i>	\$4,240,088	\$4,950,771	0.00	0.00
<i>Provide increased funding to ensure proper billing for prescriptions purchased through Medicare Part D</i>	\$759,000	\$759,000	0.00	0.00
Total for Service Area	\$21,989,293	\$22,699,976	65.80	65.80

Objective: Provide appropriate pharmacy services to state facility patients and residents.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Volume of inventory, including purchases and expenditures (measured in dollars)	FY 2004: \$12.6 million	\$12.6 million annually through the end of FY 2008

Geriatric Care Services

Geriatric care services include inpatient psychiatric and medical assessment; psychology, medical, nursing, dental, social work, and ancillary services; recreational, physical, and occupational therapies; individualized treatment planning; medical and psychiatric medication management; rehabilitation; and cooperation with CSBs in discharge planning and coordination with the patient, family, and a host of local service providers serving the individuals ages 65 and older with mental illness to effect appropriate discharge and community placement.

The Department operates geriatric treatment centers or units at Eastern State Hospital (ESH) in Williamsburg, Southwestern Virginia Mental Health Institute (SWVMHI) in Marion, Catawba Hospital (CH) near Salem, and Piedmont Geriatric Hospital (PGH) in Burkeville.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$33,213,172	\$33,213,172	717.58	717.58
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,783,609	\$2,783,609	0.00	0.00
<i>Reduce funds for operating costs at Eastern State and Western State Hospitals</i>	(\$1,552,034)	(\$3,993,549)	0.00	-55.00
Total for Service Area	\$34,444,747	\$32,003,232	717.58	662.58

Objective: Offer a comprehensive array of inpatient geriatric treatment and rehabilitation services and enrichment activities that meet patient needs and interests and promote self-determination and recovery.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the state geriatric centers' patient and family satisfaction survey response rates	FY 2005: 60 percent response rate by patients and family members	10 percent increase in the response rate by the end of FY 2008

Inpatient Medical Services

Inpatient medical services include medical and dental care and nursing services provided to individuals receiving services in state hospitals and training centers. Inpatient medical services encompass a broad range of interventions, therapies, and laboratory services, but, most predominantly, include the skilled nursing, infirmary services, and acute medical or surgical care provided in state facility medical/surgical units or by referral from state facilities to local acute care hospitals through the Department's special hospitalization program.

Medical/surgical units are available at Eastern State Hospital (ESH) in Williamsburg, Southwestern Virginia Mental Health Institute (SWVMHI) in Marion, Western State Hospital (WSH) in Staunton, Central Virginia Training Center (CVTC) in Lynchburg, and the Hiram Davis Medical Center (HDMC) in Dinwiddie.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$31,529,070	\$31,529,070	599.57	599.57
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,503,522	\$2,503,522	0.00	0.00
Total for Service Area	\$34,032,592	\$34,032,592	599.57	599.57

Objective: Offer or arrange for medical care appropriate to the individualized needs of facility patients and residents.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Compliance with CMS certification and JCAHO accreditation requirements	FY 2005: 100 percent compliance	100 percent compliance through the end of FY 2008

State Mental Retardation Training Center Services

State mental retardation training center services include medical and psychiatric assessment, healthcare, medical stabilization, habilitation, and development of skills needed for successful community living. Although long-term care has been their main function, training centers also provide short-term respite care and emergency care. All training centers meet federal requirements for designation as Intermediate Care Facilities (ICF/MR) and one, CVTC, also operates skilled nursing and acute care beds.

The Department operates five training centers: Northern Virginia Training Center (NVTC) in Fairfax, Southeastern Virginia Training Center (SEVTC) in Chesapeake, Southside Virginia Training Center (SVTC) in Petersburg, Central Virginia Training Center (CVTC) in Lynchburg, and Southwestern Virginia Training Center (SWVTC) in Hillsville.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$106,185,848	\$106,185,848	2,661.00	2,661.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$8,615,636	\$8,615,636	0.00	0.00
<i>Adjust nongeneral fund appropriation and positions at Southeastern and Central Virginia Training Centers</i>	(\$5,570,661)	(\$12,854,411)	0.00	-134.00
Total for Service Area	\$109,230,823	\$101,947,073	2,661.00	2,527.00

Objective: Offer a comprehensive array of training and habilitation services and enrichment activities that meet training center resident needs and interests, promote self-determination, and provide for resident safety.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rate of turnover for direct care staff	FY 2005: 21.5 percent total direct care turnover	10 percent reduction in direct care turnover by the end of FY 2008

State Mental Health Facility Services

State mental health facilities provide a variety of clinical services that are individualized to best meet each consumer's needs and include: psychiatric assessment and stabilization; medication management; psycho-social rehabilitation programming; psychiatric and rehabilitative therapies; and, in collaboration with the CSBs, discharge planning. Services are further specialized by the age groups served at a facility and incorporate cultural competency.

State mental health facilities include Catawba Hospital (CH) near Salem, Central State Hospital (CSH) in Dinwiddie, Commonwealth Center for Children and Adolescents (CCCA) in Staunton, Eastern State Hospital (ESH) in Williamsburg, Northern Virginia Mental Health Institute (NVMHI) in Falls Church, Southern Virginia Mental Health Institute (SVMHI) in Danville, Southwestern Virginia Mental Health Institute (SWVMHI) in Marion, and Western State Hospital (WSH) in Staunton.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$120,306,369	\$120,306,369	2,417.99	2,417.99
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,532,994	\$13,532,994	0.00	0.00
Total for Service Area	\$133,839,363	\$133,839,363	2,417.99	2,417.99

Objective: Offer a comprehensive array of inpatient treatment and rehabilitation services and enrichment activities that meet patient needs and interests and promote self-determination, resilience and recovery.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Direct care staff turnover rate	FY 2005: 24.5 percent total direct care turnover	10 percent reduction in direct care turnover rate by the end of FY 2008

Facility Administrative and Support Services

Facility Administrative and Support Services consist of general management and direction, computer services, food and dietary services, housekeeping services, linen and laundry services, physical plant services, power plant operations, and training and education services. These functions support the overall mission of each state hospital and training center. Facility administration and support services provide the foundation for the provision of quality mental health and mental retardation services in an inpatient environment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$139,886,255	\$139,886,255	2,493.06	2,493.06
<i>Transfer centrally funded amounts to agency budgets</i>	\$16,239,615	\$16,239,615	0.00	0.00
<i>Transfer position to Virginia Information Technologies Agency</i>	\$0	\$0	-1.00	-1.00
Total for Service Area	\$156,125,870	\$156,125,870	2,492.06	2,492.06

Objective: Provide efficient and effective administration and support to inpatient services provided within each state hospital and training center.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Adhere to Prompt Payment Act requirements	FY 2005: 95 percent compliance across all state facilities	95 percent compliance across all state facilities through the end of FY 2008

Department of Rehabilitative Services

Mission Statement

The Virginia Department of Rehabilitative Services (DRS), in partnership with people with disabilities and their families, collaborates with the public and private sectors to provide and advocate for the highest quality services that empower individuals with disabilities to maximize their employment, independence and full inclusion into society.

Agency Goals:

- Provide consumer focused and cost effective services that prepare and enable Virginians with disabilities to be gainfully employed.
- Maximize the independence and self-sufficiency of Virginians with disabilities.
- Provide a qualified, knowledgeable and skilled workforce.
- To provide effective and efficient management services for the Disability Services Agencies.

Customers Served:

- Vocational Rehabilitation Program Consumers
- Social Security Determination Consumers
- Community Rehabilitation Program Consumers
- General and Support Services Consumers

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$24,132,929	\$99,417,857	\$123,550,786	\$38,484,475	\$85,066,311	707.00
FY 2004	\$23,792,675	\$99,574,596	\$123,367,271	\$38,595,319	\$84,771,952	707.00
FY 2005	\$26,357,549	\$102,347,822	\$128,705,371	\$43,751,460	\$84,953,911	709.00
FY 2006	\$27,162,016	\$102,354,072	\$129,516,088	\$43,751,460	\$85,764,628	694.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$27,162,016	\$102,354,072	\$129,516,088	\$43,751,460	\$85,764,628	694.00
FY 2007 Addenda	\$999,337	\$3,288,203	\$4,287,540	\$3,887,561	\$399,979	5.00
FY 2007 TOTAL	\$28,161,353	\$105,642,275	\$133,803,628	\$47,639,021	\$86,164,607	699.00
FY 2008 Base Budget	\$27,162,016	\$102,354,072	\$129,516,088	\$43,751,460	\$85,764,628	694.00
FY 2008 Addenda	\$1,000,667	\$3,288,203	\$4,288,870	\$3,887,561	\$401,309	5.00
FY 2008 TOTAL	\$28,162,683	\$105,642,275	\$133,804,958	\$47,639,021	\$86,165,937	699.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$778,617 (GF) and \$3.3 million (NGF).
- ▶ **Transfer appropriation from the Continuing Income Assistance Services program to the Rehabilitative Assistance Services program**
Transfers dollars designated for services for persons with brain injuries to the correct program.
- ▶ **Transfer fund allocation within the Vocational Rehabilitation program**
Transfers misallocated funds from federal funds to nongeneral funds within the Vocational Rehabilitation program. (Net zero adjustment)
- ▶ **Transfer general fund dollars for the Postsecondary Education Rehabilitation Transition (PERT) program between agencies**
Transfers general fund from Department of Rehabilitative Services to Woodrow Wilson Rehabilitation Center to avoid annual administrative transfers. For each year, a reduction of \$864,911 (GF).
- ▶ **Receive five positions from the Virginia Employment Commission**
Increases position level by five for positions received from the Virginia Employment Commission to implement the Disability Navigator Program. This program provides assistance to people with disabilities in navigating through the variety of programs and services that impact their employment. For 2007, five positions.

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$37,081 (GF). For 2008, \$38,411 (GF).

► **Increase the number of individuals with significant disabilities receiving long term support for maintaining employment**

Provides long term support for maintaining employment to an additional 1,000 individuals with significant disabilities through the Long Term Employment Support Services program. For each year, \$763,550 (GF).

► **Expand Brain Injury services in Southwest Virginia**

Establishes positions in Southwest Virginia to serve people with a brain injury who are in an underserved part of the state. For each year, \$285,000 (GF).

Agency Service Areas:

Vocational Rehabilitation Services

This service area provides comprehensive services to eligible individuals with disabilities necessary for them to prepare for or retain employment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$72,215,603	\$72,215,603	348.50	348.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,502,790	\$3,502,790	0.00	0.00
<i>Transfer general fund dollars for the Postsecondary Education Rehabilitation Transition (PERT) program between agencies</i>	(\$864,911)	(\$864,911)	0.00	0.00
<i>Receive five positions from the Virginia Employment Commission</i>	\$0	\$0	5.00	5.00
<i>Increase the number of individuals with significant disabilities receiving long term support for maintaining employment</i>	\$763,550	\$763,550	0.00	0.00
Total for Service Area	\$75,617,032	\$75,617,032	353.50	353.50

Objective: To assist eligible individuals with disabilities to become employed and maintain employment that is consistent with individual interests, abilities and informed choice.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of vocational rehabilitation consumers who achieve their employment goal and work satisfactorily for at least 90 days resulting in successful case closure.	3,612 consumers had successful case closures in Federal Fiscal Year 2005	3,900 consumers will have successful case closures
Average hourly wage of vocational rehabilitation consumers employed at the time of their case closure.	\$7.28 is the current median and has remained relatively stable for the past six years	\$7.75 as the median

Objective: Provide ongoing supports to persons with significant disabilities who need these supports to maintain employment following their VR case closure.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Serve consumers in follow along support services.	2831 consumers were served through long term supports in State Fiscal Year 2005	2831 consumers will be served through long term supports

Community Rehabilitation Programs

This service area encompasses an array of community-based programs and services that complement the agency’s vocational rehabilitation program. These programs address the longer-term needs of individuals with significant physical and sensory disabilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,583,868	\$13,583,868	15.75	15.75
<i>Transfer appropriation from the Continuing Income Assistance Services program to the Rehabilitative Assistance Services program</i>	\$75,000	\$75,000	0.00	0.00
<i>Expand Brain Injury services in Southwest Virginia</i>	\$285,000	\$285,000	0.00	0.00
Total for Service Area	\$13,943,868	\$13,943,868	15.75	15.75

Objective: To provide an array of specialized, community based programs and services that support independent living, employment, and rehabilitation needs of Virginians with significant disabilities who may need long-term services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of consumers served	In Fiscal Year 2005, 33,292 consumers were served in the BrainInjury/Spinal Cord Injury Services, Community Rehabilitation Case Management, Independent Living, Personal Assistance, Consumer Services Fund and Rehabilitation Services Incentive Fund	29,609 due to conclusion of the Traumatic Brain Injury Act Grant

Social Security Disability Determination

This service area, in partnership with the Social Security Administration, processes claims filed by citizens of the Commonwealth of Virginia who have applied for disability benefits under Title II (Disability Insurance), Title XVI (Supplemental Security Income), and Title XIX (Medicaid disability) of the Social Security Act. These evaluations result in the adjudication or "determination" of claims at the initial claims stage, at the continuing disability review stage, and at other appellate points in the disability adjudicative process.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$35,511,635	\$35,511,635	276.75	276.75
<i>Transfer appropriation from the Continuing Income Assistance Services program to the Rehabilitative Assistance Services program</i>	(\$75,000)	(\$75,000)	0.00	0.00
Total for Service Area	\$35,436,635	\$35,436,635	276.75	276.75

Objective: Provide accurate disability decisions that meet or exceed federal requirements for Title II, Title XVI and Title XIX disability claims.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain acceptable accuracy rate as measured by the Social Security Administration's Disability Quality Branch.	Total accuracy rate in Fiscal Year 2004 was 93.6%	As established by the Social Security Administration, obtain accuracy rate of 90.6% or better.

Administrative and Support Services

This service area provides management, administrative support and technical assistance to the other service areas of the Department of Rehabilitative Services (DRS). In addition, via memoranda of agreement, much of this service area provides administrative support and technical assistance to the Disability Services Agencies (DSA), which include the Woodrow Wilson Rehabilitation Center (WWRC), Department for the Blind and Vision Impaired, the Virginia Rehabilitation Center for the Blind and Vision Impaired, the Department for the Deaf and Hard of Hearing, and the Virginia Board for People with Disabilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,204,982	\$8,204,982	53.00	53.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$564,030	\$564,030	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$37,081	\$38,411	0.00	0.00
Total for Service Area	\$8,806,093	\$8,807,423	53.00	53.00

Objective: To provide effective and efficient financial management services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Auditor of Public Accounts non-compliance audit points	DRS received zero non-compliance audit points in Fiscal Years 2004 and 2005.	Zero non-compliance audit points.

Objective: To provide effective and efficient human resource services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of performance evaluation ratings at "Contributor" or higher	On average, 99% of DRS employees receive a "Contributor" or higher rating on their annual performance evaluations.	99% of DRS employees will receive a "Contributor" or higher rating on their annual performance evaluations.
Number of training activities in which staff participate	This is a new measure. Baseline to be determined by July 1, 2006	6000 training activities each Fiscal Year

Objective: To provide effective and efficient information technology management services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Comply with VITA's Commonwealth Agency Technology Strategic Planning Application (CATSPA)	DRS has complied 100% with VITA required deadlines.	100% compliance with required VITA deadlines

Woodrow Wilson Rehabilitation Center

Mission Statement

Woodrow Wilson Rehabilitation Center provides people with disabilities comprehensive, individualized services to realize optimal personal independence and employment.

Agency Goals:

- Deliver comprehensive and effective vocational services to citizens of the Commonwealth with disabilities that will realize their optimal independence and employability.
- Deliver comprehensive and effective medical services to citizens of the Commonwealth with disabilities that will realize their optimal independence and employability.
- Enhance customer service delivery through effective and efficient management of state property, fiscal processes, use of technology and current administrative policies.

Customers Served:

- Medical Rehabilitation Service Area Clients
- Clients Housed on the Short Term Rehabilitation Unit
- Vocational Rehabilitation Service Area Clients
- Total Clients served at WWRC
- Classified and wage staff of WWRC

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$5,434,300	\$19,389,583	\$24,823,883	\$18,223,007	\$6,600,876	364.00
FY 2004	\$5,094,113	\$19,389,583	\$24,483,696	\$17,846,576	\$6,637,120	363.00
FY 2005	\$5,278,146	\$19,865,787	\$25,143,933	\$18,579,352	\$6,564,581	363.00
FY 2006	\$5,279,056	\$19,865,787	\$25,144,843	\$18,579,352	\$6,565,491	363.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$5,279,056	\$19,865,787	\$25,144,843	\$18,753,147	\$6,391,696	363.00
FY 2007 Addenda	\$1,410,523	\$951,314	\$2,361,837	\$1,467,637	\$894,200	0.00
FY 2007 TOTAL	\$6,689,579	\$20,817,101	\$27,506,680	\$20,220,784	\$7,285,896	363.00
FY 2008 Base Budget	\$5,279,056	\$19,865,787	\$25,144,843	\$18,753,147	\$6,391,696	363.00
FY 2008 Addenda	\$1,420,510	\$951,314	\$2,371,824	\$1,467,637	\$904,187	0.00
FY 2008 TOTAL	\$6,699,566	\$20,817,101	\$27,516,667	\$20,220,784	\$7,295,883	363.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$2,550,000	\$0	\$2,550,000	\$0	\$2,550,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$516,323 (GF) and \$951,314 (NGF).

- ▶ **Transfer general fund dollars for the Postsecondary Education Rehabilitation Transition (PERT) program between agencies**

Transfers general fund dollars from Department of Rehabilitative Services to Woodrow Wilson Rehabilitation Center to avoid annual administrative transfers. For each year, \$864,911 (GF).

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$29,289 (GF). For 2008, \$39,276 (GF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Address life safety repairs for R.N. Anderson Vocational Training Building**

Addresses life safety repairs for the R.N. Anderson Vocational Training Building. The retaining walls for this building are deteriorated and collapsing; the roofing system has started to experience a high rate of deterioration, which has resulted in numerous roof leaks. For the biennium, \$2.6 million (GF).

Agency Service Areas:

Vocational Rehabilitation Services

The Vocational Rehabilitation Service Area provides vocational rehabilitation and residential services for individuals with multiple and complex disabilities at the Woodrow Wilson Rehabilitation Center (WWRC), a division of the Commonwealth of Virginia Department of Rehabilitative Services (DRS).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,341,196	\$9,341,196	148.00	148.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$564,827	\$564,827	0.00	0.00
<i>Transfer general fund dollars for the Postsecondary Education Rehabilitation Transition (PERT) program between agencies</i>	\$864,911	\$864,911	0.00	0.00
Total for Service Area	\$10,770,934	\$10,770,934	148.00	148.00

Objective: To prepare WWRC training graduates to attain competitive employment outcomes.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Employed graduates from WWRC training programs	70%	70%

Medical Rehabilitative Services

This service area provides residential, on site outpatient and community based medical rehabilitation services for individuals with functional limitations and physical disabilities. Services are available to consumers with an emphasis on work and independent living. Often, services are a component of a comprehensive package of vocational and medical rehabilitation services. Medical Rehabilitation Services is one service area of the Woodrow Wilson Rehabilitation Center (WWRC) a division of the Department of Rehabilitative Services (DRS). This area is certified as a CORF (Comprehensive Outpatient Rehabilitation Facility) and licensed to provide services by Medicare, Medicaid, Blue Cross/ Blue Shield, along with DRS and other payers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,561,603	\$8,561,603	148.00	148.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$571,195	\$571,195	0.00	0.00
Total for Service Area	\$9,132,798	\$9,132,798	148.00	148.00

Objective: To provide quality and effective medical rehabilitative services while meeting the needs of the client's within WWRC's residential programs and those in the community.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Medical Rehabilitation Clients Served	1054 Clients Served	1054

Administrative and Support Services

This service area provides management, administrative support, physical plant services and technical assistance to functional programs of the Woodrow Wilson Rehabilitation Center (WWRC) a division of the Department of Rehabilitative Services (DRS).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,242,044	\$7,242,044	67.00	67.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$331,615	\$331,615	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$29,289	\$39,276	0.00	0.00
Total for Service Area	\$7,602,948	\$7,612,935	67.00	67.00

Objective: To provide effective and efficient financial management services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Payments Made Within 30 Days	95% of payments are made within 30 days of invoice receipt.	95% of payments made within 30 days of invoice receipt.
Number of Auditor of Public Accounts non-compliance audit Points	WWRC received zero non-compliance audit points in Fiscal Years 2004 and 2005	Zero non-compliance audit points
Disbursement Policy Compliance	WWRC has achieved a rating of "Good" or higher in the disbursement of state funds, including but not limited to state travel policies.	A rating of "Good" or higher

Objective: To provide effective and efficient physical plant and capital improvement services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Staff satisfaction rating of Physical Plant Services	95% staff satisfaction	95% staff satisfaction

Objective: To provide effective and efficient Human Resource Services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Performance Evaluation Ratings at "Contributor" or Higher	On average, 99% of WWRC employees receive a "Contributor" or higher rating on their annual performance evaluations.	99% of WWRC employees will receive a "Contributor" or higher rating on their annual performance evaluations.
Number of Training Activities in which Staff Participate	This is a new measure. Baseline to be established by July 1, 2006.	332 employee participation in training programs

Objective: To provide effective and efficient technology management services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Comply with VITA's Commonwealth Agency Technology Strategic Planning Application (CATSPA)	WWRC has complied 100% with VITA required deadlines	100% compliance with required VITA deadlines

Department of Social Services

Mission Statement

People helping people triumph over poverty, abuse and neglect to shape strong futures for themselves, their families, and communities.

Agency Goals:

- Enhance the independence, well-being and personal responsibility of customers.
- Establish a performance management system.
- Improve business productivity through effective automation.
- Deliver high-quality customer-focused services.
- Cultivate a diverse workforce capable of accomplishing the system's mission.
- Optimize and maximize resources.
- Become a learning organization capable of accomplishing the system's mission.

Customers Served:

- Businesses (served unknown; potential unlimited)
- Individuals, Children and Families (served unknown; potential unlimited)
- General Public (served unknown; potential unlimited)
- Governmental Entities (served unknown; potential unlimited)
- Community and Volunteer Organizations (potential unlimited)

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$269,435,537	\$1,158,616,404	\$1,428,051,941	\$80,518,670	\$1,347,533,271	1,668.50
FY 2004	\$276,934,240	\$1,212,991,724	\$1,489,925,964	\$83,618,596	\$1,406,307,368	1,647.50
FY 2005	\$305,770,744	\$1,349,424,005	\$1,655,194,749	\$87,517,987	\$1,567,676,762	1,662.50
FY 2006	\$326,625,242	\$1,359,607,888	\$1,686,233,130	\$89,550,979	\$1,596,682,151	1,617.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$326,625,242	\$1,359,607,888	\$1,686,233,130	\$88,392,363	\$1,597,840,767	1,617.50
FY 2007 Addenda	\$37,606,073	\$27,282,803	\$64,888,876	\$10,805,870	\$54,083,006	57.00
FY 2007 TOTAL	\$364,231,315	\$1,386,890,691	\$1,751,122,006	\$99,198,233	\$1,651,923,773	1,674.50
FY 2008 Base Budget	\$326,625,242	\$1,359,607,888	\$1,686,233,130	\$88,392,363	\$1,597,840,767	1,617.50
FY 2008 Addenda	\$43,260,997	\$60,030,800	\$103,291,797	\$13,717,260	\$89,574,537	57.00
FY 2008 TOTAL	\$369,886,239	\$1,419,638,688	\$1,789,524,927	\$102,109,623	\$1,687,415,304	1,674.50

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$8.4 million (GF) and \$6.2 million (NGF).
- ▶ **Remove one-time funding**
Removes funding that was added and identified as one-time by the 2005 General Assembly. For each year, a reduction of \$250,000 (GF).
- ▶ **Reflect increased child support enforcement revenue and the federal share of local salaries**
Increases appropriation to account for additional federal dollars associated with grants and the federal share of certain state and local expenditures. Additional appropriation is also provided for projected increases in child support collections and payments. For 2007, \$17.9 million (NGF). For 2008, \$47.7 million (NGF).
- ▶ **Fund increasing caseload and expenditures in the adoption subsidy program**
Increases support for mandated and special needs adoption subsidies due to increasing caseloads and expenditures. The additional support will fully fund anticipated expenditures for maintenance and special service subsidies. The funding will also ensure that the Commonwealth continues to meet its contractual obligations with adoptive parents. For 2007, an increase of \$12.5 million (GF) and a decrease of \$1.8 million (NGF). For 2008, an increase of \$16.4 million (GF) and a decrease of \$1.5 million (NGF).
- ▶ **Address shortfalls in Temporary Assistance for Needy Families and mandated child care**
Adds funds for federally mandated child care services to Temporary Assistance for Needy Families (TANF) recipients enrolled in Virginia Initiative for Employment not Welfare (VIEW) activities, as well as those persons transitioning from TANF. Child care services allow individuals to reduce their dependence on public assistance and transition to self-sufficiency. In addition, the TANF appropriation is modified to reflect current spending. For 2007, \$6.8 million (GF) and \$3.0 million (NGF). For 2008, \$8.0 million (GF) and \$4.5 million (NGF).
- ▶ **Fund increased cost of eligibility determination**
Funds the information technology costs associated with determining eligibility in local departments of social services. As new individuals apply for benefit programs in local departments, the cost of information technology utilization for eligibility has increased proportionally. For 2007, \$2.6 million (GF) and \$2.2 million (NGF). For 2008, \$4.3 million (GF) and \$3.5 million (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$1.7 million (GF). For 2008, \$1.7 million (GF).

► **Convert contractors to classified positions**

Captures operational savings through the conversion of contract employees to classified positions. The targeted positions will allow the department to retain key employees with important skill sets while experiencing a modest general fund savings. For 2007, a decrease of \$102,884 (GF), \$175,934 (NGF), and an increase of 56 positions. For 2008, a decrease of \$233,826 (GF) and \$429,850 (NGF).

► **Increase funding for Healthy Families of Virginia**

Provides funds to Healthy Families of Virginia to stabilize and enhance statewide services. This action accounts for \$259,980 general fund that was appropriated in Central Appropriations for 2006. The additional dollars provided reflects a net general fund increase of \$247,979 over current support. Healthy Families provides in-home parenting education and support services to at-risk parents of children from birth to five years of age who need individualized and comprehensive support. For each year, \$507,959 (GF).

► **Provide administrative funding for the Comprehensive Services Act**

Adds on-going support for the executive director position in the Office of Comprehensive Services. For 2007, \$120,525 (GF) and one position. For 2008, \$120,525 (GF).

► **Provide funding for community action agencies**

Increases support for community action agencies. These organizations provide a wide range of services to low-income families, including Head Start, childcare, job training, emergency services, and housing. For each year, \$514,786 (GF).

► **Establish Early Childhood Foundation**

Provides funding to establish a foundation to address issues facing young children in the Commonwealth. This foundation will partner with private and non-profit entities with a goal of leveraging a dollar for each state dollar provided. This funding will then be used to seed and foster community programs that improve health, safety and well-being of Virginia's youth. For 2007, \$4.8 million (GF). For 2008, \$3.8 million (GF).

► **Raise assisted living facility rate and personal care allowance**

Adjusts the assisted living facility rate to reflect a \$38 increase, raised from \$944 to \$982. The new rate includes a \$24 federal Supplemental Security Income increase and a \$14 auxiliary grant (AG) increase supported with general fund dollars. The rate increase will help adult living facilities improve care. In addition, the personal care allowance is raised by \$8, from \$62 to \$70. This monthly stipend is used by AG recipients to purchase incidental items, such as non-covered medications and toiletries. The general fund support for these actions will come from an existing surplus in the auxiliary grant program. This action is contained in budget bill language.

Agency Service Areas:

Local Training and Assistance

To establish an effective and efficient infrastructure to support an internal and external training delivery system whose goal is to have a fully trained and skilled workforce to meet the needs of our customers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,307,668	\$13,307,668	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$20,305	\$20,305	0.00	0.00
Total for Service Area	\$13,327,973	\$13,327,973	5.00	5.00

Objective: A comprehensive internal and external learning system that supports employee development and achievement of VSSS goals

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of employees with development plans	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: 95% by the end of FY 2007)

Financial Assistance Programs Administration

This service area supports the supervision of Virginia’s safety net programs including the Commonwealth’s largest nutrition assistance program, the Food Stamp Program; financial assistance programs including the Energy Assistance Program, the General Relief Program, and the Temporary Assistance for Needy Families Program (TANF); and the eligibility services for medical assistance programs (FAMIS, Medicaid, and State and Local Hospitalization). This service area also supports the supervision of two of the Commonwealth’s largest workforce programs: the Virginia Initiative for Employment, not Welfare (VIEW) and the Food Stamp Employment and Training Program (FSET).

The functions supported by this service area include strategic planning, policy development, program development, legislative and regulatory analysis, business process reengineering, policy and information systems training, research, dissemination of best practices, information system requirements definition and user acceptance testing, contracting, performance-based budgeting and budget monitoring, program monitoring, information services and products for the general public and media, and technical assistance to the local departments of social services which implement these programs. This service area is also responsible for the provision of some direct service through the funding and management of medical services eligibility staff stationed in hospitals and health facilities throughout the Commonwealth. Finally, this service area includes a number of contracts for services which directly impact the operations at local departments of social services including contracts for translating forms to meet federal Limited English Proficiency (LEP) requirements and contracts for services that perform critical functions as part of the eligibility determination processes.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,892,994	\$5,892,994	60.00	60.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$310,310	\$310,310	0.00	0.00
Total for Service Area	\$6,203,304	\$6,203,304	60.00	60.00

Objective: Deliver timely and accurate eligibility determination services for safety net programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timeliness of application processing	97% compliance with federal standards.	97% of all cases will be processed timely in SFY 07 and SFY 08.
Accuracy of benefit calculations	93% of Food Stamp and Medicaid cases will be processed accurately.	94% of all cases will be processed accurately in SFY 07 and SFY 08.

Protective Services Programs Administration

The Division of Family Services is composed of units dedicated to children and families: Adoptions, Adult Services, Child Protective Services, Office of Family Violence, Newcomer Services and Foster Care/Family Preservation. The division's programs are designed to address those who are most in need. We balance the role of providing effective intervention, when necessary, and emphasizing personal responsibility with ensuring the safety, stability and well being for the most vulnerable of our populations. The programs of the Department of Social Services are state supervised and locally administered. The division programs operated at the local level may include Adoptions, Adult Services, Adult Protective Services, Auxiliary Grants, Child Abuse and Neglect Toll-Free Hotline, Child Protective Services, Domestic Violence, Foster Care, Independent Living for Foster Care Youth, Safe and Stable Families. The state administered services include the Central Registry, Interstate Adoptions and the Virginia Caregivers' Grant Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,758,755	\$5,758,755	64.00	64.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$295,718	\$295,718	0.00	0.00
Total for Service Area	\$6,054,473	\$6,054,473	64.00	64.00

Objective: Realign program staff to support program needs of local DSS

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of complaints received and processed accurately.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Community Programs Administration

This service area is comprised of a number of federal and state programs that support community operated organizations and initiatives. The majority of funding is used to provide oversight including administering contracts, monitoring and providing technical assistance to community based organizations and initiatives. Funds are also used to provide direct benefits in the form of tax certificates to businesses and individuals making donations through the Neighborhood Assistance Program (NAP).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,575,991	\$2,575,991	25.00	25.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$112,597	\$112,597	0.00	0.00
Total for Service Area	\$2,688,588	\$2,688,588	25.00	25.00

Objective: Support and enhance Virginia’s network of community action agencies and statewide community action organizations which provide services to low-income individuals, families and communities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Findings/deficiencies where agencies are not in compliance with rules and regulations.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: A reduction of 5% per fiscal year in average number of finding/deficiencies per agency)

Objective: To encourage business and individuals to make donations to approved non-profit organizations which are providing assistance to the low income population of Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely issuance of tax certificates to donors.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (projected to be: 90% of tax certificates issued within 20 working days)

Comprehensive Services Act Administration

The agency provides localities resources, technical assistance, training, and management tools so they can develop systems of services and funding that effectively serve children who have emotional and behavioral problems and their families. The agency also forecasts, budgets, reimburses and monitors Comprehensive Services Act (CSA) funds that local governments purchase services for children and families. It directs and manages the collection of data on CSA funded children. OCS works collaboratively with its partners (state and local government agencies, service providers, and families) to increase the capacity of communities across the Commonwealth to successfully implement the CSA for At Risk Youth and Families. It ensures the decisions of the State Executive Council are implemented, working closely with the State and Local Advisory Team.

Also contained in this service area are TANF funds used to support CSA trust fund payments. The trust fund programs are focused either on community services to youth with emotional and/or behavioral problems or on early intervention services to at-risk children and their families. These trust funds are managed, administered and monitored by the Department of Social Services in consultation with the OCS.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$885,903	\$885,903	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$69,149	\$69,149	0.00	0.00
<i>Provide administrative funding for the Comprehensive Services Act</i>	\$120,525	\$120,525	1.00	1.00
Total for Service Area	\$1,075,577	\$1,075,577	12.00	12.00

Objective: To improve the capacity of communities (i.e., Community Policy and Management Teams, Family Assessment and Planning Teams, and CSA Coordinators) to effectively implement the Comprehensive Services Act

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number by type of technical assistance activities provided to community stakeholder.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Income Benefits

This service area funds the cash assistance payments made to no income and extremely low income families as part of one of the Commonwealth's key safety net programs, the Temporary Assistance for Needy Families (TANF) Program. To be eligible for the program, a family must include a dependent child and have income of approximately 25 percent or less of the poverty threshold, about \$7,000 per year for a family of three. Additionally, participants are required to work or participate in a work activity as a condition of their continued eligibility. No participant may receive more than 60 months of TANF cash assistance during her or his lifetime. The average payment is \$271 per month, and most families stay on cash assistance less than one year with more than half leaving assistance within 6 months.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$119,287,578	\$119,287,578	0.00	0.00
<i>Address shortfalls in Temporary Assistance for Needy Families and mandated child care</i>	(\$589,155)	(\$589,155)	0.00	0.00
Total for Service Area	\$118,698,423	\$118,698,423	0.00	0.00

Objective: To efficiently provide financial assistance to needy families with children

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Total number of payments made by direct deposit.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Child Support Supplement

This service area funds the Child Support Supplement payments made to eligible individuals participating in one of the Commonwealth's safety net programs, the Temporary Assistance for Needy Families (TANF) program which provides cash assistance to extremely low and no income families. The 2003 session of the Virginia General Assembly directed the Department of Social Services to pay to TANF households a payment equal to the child support collected each month, less the first \$50. These payments, known as Child Support Supplements, are paid from TANF funds. Participants whose case meets the following conditions receive a child support supplement: 1) the non-custodial parent pays their current support obligation to the Division of Child Support Enforcement, as required by law and 2) the current support amount exceeds \$50. The child support supplement is distributed directly to participants via check or direct deposit.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,800,000	\$7,800,000	0.00	0.00
Total for Service Area	\$7,800,000	\$7,800,000	0.00	0.00

Objective: To provide to TANF recipients a supplemental payment up to the current support for a month paid to the Division of Child Support Enforcement (DCSE)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percent of qualified participants that receive a child support supplement payment.	98%	99% for each fiscal year

TANF Employment Services

This service area is responsible for workforce services provided to current and former TANF program participants. This service plan includes the Virginia Initiative for Employment, not Welfare (VIEW) program which is a workforce program operated by local departments of social services which provides services to individuals receiving TANF cash assistance payments or who have recently exited the TANF program for employment. The goal of VIEW is to provide proven service approaches and strategies that help current and former TANF clients (including those with multiple barriers to becoming employed) prepare to enter, succeed and advance in the workplace. The VIEW program offers a wide range of workforce services including job readiness classes, job search assistance, education, training, community work experience placements (internships), and subsidized employment. VIEW also offers support services including child care, transportation, and the purchase of work related items such as uniforms. In any given month, more than one-third (14,500) of those receiving TANF cash assistance payments (32,000) are required to participate in VIEW as a condition of their continued receipt of assistance. The balance of the caseload is exempt for reasons of disability or pregnancy or are kinship care providers, typically grandparents raising grandchildren. The vast majority (97%) of individuals meet their work requirement by attaining unsubsidized employment, and Virginia ranks fourth in the nation in moving TANF participants into unsubsidized employment and has earned the maximum performance bonus (\$7.9 million) each year for the past three years.

In addition to VIEW, the Department contracts with public and private entities to provide job retention and wage advancement services to hard-to-serve TANF participants and those who have exited the TANF program. Services are procured through a competitive process and funding is contingent upon performance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$57,216,681	\$57,216,681	0.00	0.00
<i>Address shortfalls in Temporary Assistance for Needy Families and mandated child care</i>	(\$1,631,799)	(\$1,631,799)	0.00	0.00
Total for Service Area	\$55,584,882	\$55,584,882	0.00	0.00

Objective: To assist low-income Virginians in obtaining employment by providing high quality workforce services to TANF participants

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of former TANF participants employed 6 months after program exit	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Objective: Employment and career advancement of current and former Virginia Initiative for Employment, not Welfare (VIEW) participants

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The change in wages over time	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Non-TANF Employment Services

This service are is responsible for the implementation of the Food Stamp Employment and Training Program (FSET) which provides workforce services to individuals participating in the Commonwealth’s largest nutrition assistance program, the Food Stamp Program. Workforce services provided by the FSET program include job readiness classes, job search assistance, education, training, and community work experience (internships). These services are offered to participants to assist them in attaining unsubsidized employment and attain or move toward self-sufficiency.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,064,925	\$2,064,925	0.00	0.00
Total for Service Area	\$2,064,925	\$2,064,925	0.00	0.00

Objective: To assist low-income Virginians in obtaining employment by provide high quality workforce services to Food Stamp participants

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Food Stamp participants receiving workforce services.	7,123	Increase the total number of participants 2 percent each year for fiscal years 2007-2008
Percent of individuals referred to the FSET program engaged in a workforce service	50%	Increase the percentage served by 3% each year for fiscal years 2007-2008
Attainment of employment	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

TANF Day Care

To provide child care assistance to TANF families who are working or engaged in work activities. Transitional Child Care assistance is also provided to eligible post-TANF families who are working. Child care subsidies are provided through the local departments of social services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$42,240,000	\$42,240,000	0.00	0.00
<i>Address shortfalls in Temporary Assistance for Needy Families and mandated child care</i>	\$12,021,492	\$14,734,566	0.00	0.00
Total for Service Area	\$54,261,492	\$56,974,566	0.00	0.00

Objective: Increase the number of eligible TANF children who receive child care assistance

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
TANF children who receive child care subsidies	28,217	1% increase per year

Non-TANF Day Care

To provide child care assistance to non-TANF families who are working and at risk of becoming dependent on TANF. Child care subsidies are provided through the local departments of social services. Also to increase the quality of child care through funding for training and technical assistance to child care providers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$100,284,467	\$100,284,467	22.00	22.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$111,217	\$111,217	0.00	0.00
Total for Service Area	\$100,395,684	\$100,395,684	22.00	22.00

Objective: Increase the number of low-income families not associated with TANF who are served through child care assistance

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Non-TANF children who receive child care subsidies	35,158	1% increase for each fiscal year

Eligibility Determination for Benefit Programs

This service area funds the eligibility determination of Virginia's safety net programs, a service conducted by local departments of social services. The safety net programs include: the Commonwealth's largest nutrition assistance program, the Food Stamp Program; financial assistance programs including Auxiliary Grants, the Energy Assistance Program, the General Relief Program, and the Temporary Assistance for Needy Families Program (TANF); and the medical assistance programs (FAMIS, Medicaid, State and Local Hospitalization, and the low-income subsidy for the Medicare prescription drug plans). There are 120 local departments of social services at 150 physical locations throughout the Commonwealth. During a given year, local departments of social services process more than 660,000 new applications each year, re-certify another 420,000 cases, and perform ongoing case management activities for more than 800,000 cases during a given year. All told, approximately 1.6 million Virginians receive safety net benefits and services as a result of the eligibility and case management efforts of local departments of social services.

Safety net programs are counter-cyclical, and the recent rise in poverty (28% increase from 2000 to 2003) combined with effective outreach efforts for FAMIS and Food Stamps have led to a significant increase in the total number of applications and total number of enrollees. Funding for eligibility services does not track the demand for service, however. Despite dramatic caseload increases and new program responsibilities, funds for this service area which go directly to local departments of social services have not increased since 1989. According to the caseload standards set forth in an independent study by Horby Zellar and Associates, local departments of social services would need an additional 618 workers simply to meet minimal processing standards. This staffing shortage has implications for timeliness and accuracy of application processing.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$149,349,812	\$149,349,812	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,405,942	\$3,405,942	0.00	0.00
<i>Reflect increased child support enforcement revenue and the federal share of local salaries</i>	\$4,113,537	\$4,113,537	0.00	0.00
Total for Service Area	\$156,869,291	\$156,869,291	0.00	0.00

Objective: Deliver timely and accurate eligibility determination services for safety net programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Accuracy of benefit calculations	93% of Food Stamp and Medicaid cases will be processed accurately.	94% of all benefits will be issued accurately in SFY 2007 and SFY 2008.
Timeliness of application Processing	97% compliance with federal standards	97% of all applications will be processed timely during SFY 07 and SFY 08

Social Worker Services

This service area funds units dedicated to adults, children and families: Adoptions, Adult Services, Child Protective Services, Domestic Violence, Newcomer Services and Foster Care/Family Preservation and Independent Living programs administered by the local departments of social services. The programs are designed to address those who are most in need. The 120 local departments of social service balance the role of providing effective intervention, when necessary, and emphasizing personal responsibility with ensuring the safety, stability and well being for the most vulnerable of our populations. The programs of the Department of Social Services are state supervised and locally administered. The division programs operated at the local level may include Adoptions, Adult Services, Adult Protective Services, Auxiliary Grants, Child Abuse and Neglect Toll-Free Hotline, Child Protective Services, Domestic Violence, Foster Care, Independent Living for Foster Care Youth, Safe and Stable Families

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$152,999,402	\$152,999,402	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,974,613	\$3,974,613	0.00	0.00
<i>Reflect increased child support enforcement revenue and the federal share of local salaries</i>	\$2,890,628	\$2,890,628	0.00	0.00
Total for Service Area	\$159,864,643	\$159,864,643	0.00	0.00

Objective: Deliver timely and accurate policy guidance for services programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Monitoring local agency improvement related to the Program Improvement Plan (PIP)	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Support Enforcement and Collection Services

Provides the administrative funds necessary to administer the child support enforcement program, in keeping with federal and state laws and regulations and in order to meet the five federally set program performance factors: 1. Support Obligations established; 2. Current Support collected; 3. Arrears Collected on arrears; 4. Paternities established; 5. Cost effectiveness.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$78,118,855	\$78,118,855	951.00	951.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,931,840	\$3,931,840	0.00	0.00
<i>Convert contractors to classified positions</i>	(\$50,187)	(\$144,062)	8.00	8.00
Total for Service Area	\$82,000,508	\$81,906,633	959.00	959.00

Objective: Promote self sufficiency by increasing Child Support collections

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Child support collections	SFY 2006 collections (projected): \$583.4 M	Increase child support collections 4% annually over each previous state fiscal year.

Public Assistance Child Support Payments

Provides the funds for extra payments to child support recipients also receiving TANF support. "Disregard Payments" are not child support as such. They were originally authorized in the federal program as an extra incentive to custodial parents for cooperation in locating non custodial parents and their assets. The federal government no longer authorizes such payments or provides financial help for them but Virginia and some other states have chosen to continue this.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,000,000	\$5,000,000	0.00	0.00
Total for Service Area	\$5,000,000	\$5,000,000	0.00	0.00

Objective: Promote self sufficiency by increasing Child Support collections

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Child support collections	SFY 2006 collections (projected): \$583.4M	Increase child support collections 4% over previous state fiscal year.

Non-Public Assistance Child Support Payments

Provides the pass through accounting of funds collected for child support for non public assistance recipients. These funds are provided to the custodial parent within 48 hours of receipt at our central state disbursing unit.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$584,867,367	\$584,867,367	0.00	0.00
<i>Reflect increased child support enforcement revenue and the federal share of local salaries</i>	\$10,900,000	\$40,700,000	0.00	0.00
Total for Service Area	\$595,767,367	\$625,567,367	0.00	0.00

Objective: Promote self sufficiency by increasing Child Support collections

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Child support collections	SFY 2006 collections (projected): \$583.4M	Increase child support collections 4% annually over each previous state fiscal year.

Auxiliary Grants for the Aged, Blind, and Disabled

An Auxiliary Grant (AG) is a supplement to income (i.e., cash assistance) for recipients of Supplemental Security Income (SSI) and certain other aged, blind, or disabled individuals residing in an assisted living facility (ALF) licensed by the Virginia Department of Social Services (VDSS) or in an adult foster care (AFC) home approved by a local department of social services. This assistance is available through local departments of social services to ensure that AG recipients are able to maintain a standard of living that meets a basic level of need. VDSS administers Virginia's AG program. An individual must be assessed by the local department of social services to determine 1) financial eligibility for an AG and 2) level of care needed. Local departments of social services make payments to eligible ALF residents in an amount equal to the approved rate for the ALF plus a personal care allowance per month, minus any income available to the individual from such sources as SSI. Not all ALFs accept AG payments. AG payments are comprised of two parts: a payment to the adult for reimbursing the facility for care and a personal needs allowance. The adult uses his or her SSI check and/or other income in addition to the AG payment to pay the facility. The SSI payment plus the AG payment together make up the approved ALF monthly rate.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$24,833,475	\$24,833,475	0.00	0.00
Total for Service Area	\$24,833,475	\$24,833,475	0.00	0.00

Objective: Increase awareness about Auxiliary Grant Program and availability of public pay beds in assisted living facilities and adult foster care homes

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of utilized public pay beds in assisted living facilities and adult foster care homes.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Objective: Improve access to personal needs items for auxiliary grant recipients

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ability of auxiliary grant recipients to access personal needs items.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Adult Protective and Supportive Services

To protect the elderly and persons with disabilities in at-risk situations from abuse, neglect, and exploitation. Prevent abuse, neglect, and exploitation of these adults.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,584,495	\$11,584,495	0.00	0.00
Total for Service Area	\$11,584,495	\$11,584,495	0.00	0.00

Objective: Protect the elderly and persons with disabilities in at-risk situations from abuse, neglect, and exploitation

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Investigations reports are initiated in a timely manner.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Objective: Prevent abuse, neglect, and exploitation of the elderly and persons with disabilities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce the number of founded cases.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Domestic Violence Services

The Office of Family Violence works to provide crisis and support services to victims of domestic violence and their children across the state. Federal and state funds support direct services to families, the operation of the Virginia Family Violence and Sexual Assault Hotline, data collection, training and technical assistance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,186,998	\$8,186,998	0.00	0.00
Total for Service Area	\$8,186,998	\$8,186,998	0.00	0.00

Objective: To fund and support local domestic violence programs for the provision of crisis and support services to victims and children statewide

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of domestic violence survivors who receive services are able to identify their safety plan.	70%	Increase 1% per year.
Percentage of funded programs that meet the certification standards of a domestic violence program	64%	Increase 12% per year

Objective: To collaborate with statewide organizations regarding domestic violence related services, training, the statewide domestic violence hotline and data collection

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
New cooperative agreements developed to address services provided to domestic violence victims.	0 (No recent agreements have been signed)	5 cooperative agreements initiated or updated each year.
Local, regional, state trainings conducted in collaboration with VDSS related to domestic violence.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: Increase 1% each year)

Foster Care

The Foster Care Program includes three service components united under one program umbrella: Foster Care Prevention and Family Preservation and Support Services; Foster Care Services and Independent Living Services. The focus of Foster Care Prevention, Preservation and Support Services is to provide services and interventions to maintain and strengthen the family unit while ensuring the safety of the child. Foster Care Prevention cases are those in which intervention is needed to prevent out-of-home and/or out-of-community placement of a child. Family Preservation and Support Services are flexible locality coordinated community-based programs that provide services to help children and families that are in crisis who need short-term support. Services may include "hard services" such as counseling and in-home services or "soft services" such as child care and material assistance. Services can be to reunify a child in foster care with the natural parent and adoption promotion and family preservation services can also be provided.

Foster Care services provide a temporary living solution for children who must be removed from their birth or adoptive parents or other legal caretakers due to abuse and neglect. Foster care is also a vehicle through which services to children who have not been abused or neglected but require placement outside their birth/adoptive home due to chronic mental health problems, delinquency or the caretakers inability to provide for the child's' needs are provided. Foster care's mandate is to find a permanent home for a child in as timely a manner as possible. Permanent placements include: return to parent or previous legal custodian; placement with relatives with subsequent transfer of custody; adoption, permanent foster care; independent living or another planned permanent living arrangement. Foster care placement and services are available throughout the 120 local departments of social services.

The purpose of the Chafee Foster Care Independence Program (CFCIP), also referred to as the Independent Living Program, is to design and implement programs that will identify children who are likely to remain in foster care until 18 years of age and provide services to help these children make the transition to self-sufficiency. Services include, but are not limited to, high school assistance, post -secondary/vocational assistance, life skills training, health education, career exploration and planning, job readiness training, housing assistance, and mentoring. In addition, young people who left foster care after they turned 18 years old but have not attained age 21, can receive aftercare services, including counseling, employment, education and room and board. As required by CFCIP, youth must participate directly in developing their program activities and accept personal responsibility for achieving independence.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$92,495,105	\$92,495,105	3.00	3.00
Total for Service Area	\$92,495,105	\$92,495,105	3.00	3.00

Objective: To improve the accuracy of Title IV-E eligibility determinations/re-determinations and Title IV-E payments for children in foster care

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cases that pass the federal requirement for Title IV-E	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Objective: To reduce the number of foster care placements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of children that remain in two or less foster care placements.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: Increase the number of foster children that experience two or less placements during their first twelve months in foster care by 1% per year)

Child Protection Services

To provide a specialized continuum of casework services to children who have been or are at risk of being abused, neglected or exploited, and to their families. Services focus on identification, investigation, assessment, and service provision in an effort to protect children from maltreatment, while preserving families, whenever possible. Protective services are available to all children, under the age of 18, and to their families on a 24-hour a day, on an immediate response basis. All children and families are eligible for these services regardless of income. Child Protective Services also includes preventive services that enable families to provide adequate care for children, thereby enhancing the safety and well being of children and precluding the need for removal of the child from the home. In an effort to prevent abuse and neglect in out of family settings, such as day care centers, residential facilities, and schools, the Child Protective Services Central Registry Unit conducts background checks of prospective employees and volunteers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,929,381	\$9,929,381	10.00	10.00
<i>Increase funding for Healthy Families of Virginia</i>	\$507,959	\$507,959	0.00	0.00
Total for Service Area	\$10,437,340	\$10,437,340	10.00	10.00

Objective: Achieve safety and well being for children and families at risk of child abuse and neglect

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Response time reports of child abuse and neglect.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Objective: Prevent child abuse and neglect

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Decrease the rate of child abuse and neglect in the population.	3.8 per 1,000 children	Decrease by .8% the number of children with founded abuse or neglect by 2008.

Adoption

To help children in foster care who have been permanently and legally separated from their birth parents become permanent members of a new family. To provide services to strengthen adoptive families after legal adoption to prevent adoption dissolutions. To help families complete non-agency placements adoptions including parental placement adoptions, step parent adoptions, inter country adoptions, adult adoptions, and children adopted through private, child placing agencies. To maintain closed adoption records and release information from closed adoption records, as allowed by state laws. To assist the courts in making informed decisions in custody disputes involving minor children.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$52,053,483	\$52,053,483	0.00	0.00
<i>Fund increasing caseload and expenditures in the adoption subsidy program</i>	\$10,694,731	\$14,934,423	0.00	0.00
Total for Service Area	\$62,748,214	\$66,987,906	0.00	0.00

Objective: Achieve a safe, permanent family for children in foster care who have the goal of adoption

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of children who are adopted from the foster care system.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: Increase each fiscal year the number of children exiting foster care to adoption by 3%)

Objective: To increase the percentage of children who are adopted within 24 months of entering foster care

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The percentage of children exiting foster care to adoption within 24 months of their entry into foster care.	21.08 percent in FY 2005	Increase the percentage of children exiting foster care to adoption within 24 months of their entry into foster care by 3 percent each fiscal year.

Objective: Strengthen adoptive families to prevent adoption dissolutions

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of families that received post legal adoption services	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: Decrease by 5 percent the number of adopted children that re-enter foster care as a result of an adoption dissolution)

Other Child Welfare Services

Other Child Welfare Services are those services which for various reasons, such as funding, administrative oversight, and/or target population do not align directly with one of the three major child welfare services activities Foster Care, Child Protective Services, and Adoptions. The major characteristic distinguishing this activity from the CWS activities is that the CSA Trust Fund was created to be state-wide. Its funds a limited number of innovative pilot projects with the preventive goal of maintaining children in their homes in the 11 recipient communities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$965,579	\$965,579	0.00	0.00
Total for Service Area	\$965,579	\$965,579	0.00	0.00

Objective: In the pilot localities, to promote safe and stable living situations for children and families to prevent out-of-home placements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of children who received prevention services and then enter foster care will not exceed 5% in the pilot communities.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

General Relief

This service area is responsible for the cash assistance and services offered to no income and extremely low-income individuals served through the Commonwealth's General Relief Program (GR). GR is an important component of the Commonwealth's social safety net as it serves single individuals and families excluded from participation in the Temporary Assistance for Needy Families (TANF) program and often not qualified for Medicaid. GR is funded by state and local funds and participation is optional for localities. Participating localities choose among various program components including assistance for medical or dental services, burial assistance and financial assistance to unattached children. GR is financed through State (62.5%) and local (37.5%) funding, and each locality determines how local funds will be used for components they elect to provide to individuals. Agencies may use 100% local funds to meet additional needs. Of the 120 local departments of social services, 103 operate one or more components of the GR program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,611,421	\$4,611,421	0.00	0.00
Total for Service Area	\$4,611,421	\$4,611,421	0.00	0.00

Objective: Improve and increase access to General Relief (GR) services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Individuals receiving General Relief who become enrolled in Supplemental Security Income	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Resettlement Assistance

To promote refugee resettlement that leads to the earliest possible durable, economic self-sufficiency and social integration of refugees into Virginia's communities. This service area is funded by 100% federal dollars. The funding is directed toward job placement and job related services. Refugee resettlement service provider agencies are contracted by the Virginia Office of Newcomer Services (ONS) to provide these services directly to refugees.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,922,000	\$7,922,000	0.00	0.00
Total for Service Area	\$7,922,000	\$7,922,000	0.00	0.00

Objective: Place employable refugees in jobs at the earliest possible date

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Newly arrived refugees are employed after 90 days.	The Virginia refugee employment rate enrolled after 90 days is currently 80%.	Increase the refugee employment retention rate by 2% annually.

Emergency and Energy Assistance

The Emergency and Energy Assistance program service area is a core component of the Commonwealth’s safety net for low-income and at-risk Virginians. This service area is responsible for the operation of the Energy Assistance Program (EAP) and the Other Needs Assistance Program (ONA). The Energy Assistance program helps low-income individuals and families meet their immediate and often emergent home energy needs. The program is 100 percent funded from the federal Low Income Home Energy Assistance Program (LIHEAP) block grant and serves less than half the total number of eligible households in Virginia. Among those households served, the benefit amount typically covers 25 percent of the household’s energy costs for that season. With fixed resources, the greater the number of households served, the lower the percentage of overall energy costs the program can cover. The EAP consists of four components: Fuel Assistance, Crisis Assistance, Cooling Assistance and Weatherization Assistance. Fuel Assistance provides benefits to aid households in paying the cost of heating their homes. Crisis Assistance helps households address energy-related emergencies. Cooling Assistance supports households in purchasing or repairing cooling equipment and the payment of electric bills during the summer months. Local departments of social services perform the eligibility determination for the EAP and payments are made directly to vendors in most cases.

The Weatherization Assistance Program provides weatherization services to low-income families and is administered by the Department of Housing and Community Development (DHCD) through contracts with local community-based organizations. By state statute, DHCD receives 15 percent of the LIHEAP block grant to implement this program.

The Other Needs Assistance Program (ONA), executed by federal disaster declaration, provides financial assistance to eligible disaster victims to meet necessary and serious needs such as medical/dental, funeral, transportation, and personal property expenses; miscellaneous post-disaster purchases; and group flood insurance premiums. The ONA program is 75 percent federally funded and jointly administered by the Virginia Department of Social Services and the Department of Homeland Security’s Federal Emergency Management Agency (FEMA). Payments to eligibility ONA applicants are written by the Commonwealth. The program is administered on a disaster by disaster basis, and no appropriation is included in the state budget.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$35,500,000	\$35,500,000	0.00	0.00
Total for Service Area	\$35,500,000	\$35,500,000	0.00	0.00

Objective: Improve access to the Energy Assistance Program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The total households pre-approved for the Fuel Assistance Program	14,207	2 percent in each fiscal year 2007 through 2008
The total households served for Energy Assistance Programs	143,979	2 percent in each fiscal year 2007 through 2008

Community Action Grants

This service area provides core funding for Virginia’s network of community action agencies and statewide community action organizations. This network provides a wide variety of services designed to ameliorate the effects of poverty and build self sufficient families and communities. The Department contractually distributes all of these funds to the local community action agencies and statewide organizations. This service area also includes \$637,500 in federal TANF funds for five Center for Employment Training (CET) programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$18,554,282	\$18,554,282	0.00	0.00
<i>Provide funding for community action agencies</i>	\$514,786	\$514,786	0.00	0.00
Total for Service Area	\$19,069,068	\$19,069,068	0.00	0.00

Objective: Provide services to low-income individuals, families and communities designed to ameliorate the effects of poverty and support self-sufficiency and independence

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Individuals served by Community Action Agencies	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: 120,000)
Total non-Community Services Block Grant (CSBG) resources generated by community action agencies	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: \$120,000,000 in total non-CSBG resources.)

Volunteer Services

The Virginia Commission for National and Community Service (Virginia Commission) advances and supports national and community service, volunteerism and civic engagement in the Commonwealth of Virginia. The Virginia Commission exists to promote and sustain a holistic, cohesive, collaborative statewide system of volunteer service that will be available to all Virginians. The Virginia Commission carries out additional responsibilities outlined in Executive Order 68 (2004): Continuing the Governor's Commission on National and Community Service and is a major partner with the Governor's Virginia Corps Initiative.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,866,340	\$1,866,340	0.00	0.00
Total for Service Area	\$1,866,340	\$1,866,340	0.00	0.00

Objective: Create networks to better coordinate and support service efforts in the State

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Regional outcome plans that support coordination among volunteer and national service programs.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established. (Projected to be: 100% of the regions identified will produce regional outcome plans)

Other Payments to Human Services Organizations

This service area funds four contracts with different entities to support the mission of the Department and provide important services to low-income Virginians across the Commonwealth. The services provided through these contracts include emergency food services, nutrition education, homeless prevention and shelter support services, post-secondary educational services for TANF participants, and an asset creation initiative for low-income individuals.

The specific contracts and their annual appropriation are as follows: Virginia Tech (\$9.6 million) to fund nutrition education services delivered by the Cooperative Extension to Food Stamp participants; United Community Ministries (\$38,250) to fund emergency food services and information and referral services; St. Paul's College (\$85,000) for post-secondary education services for TANF participants; the Department of Housing and Community Development (\$360,000) to fund community organizations to operate the Virginia Individual Development Account program which matches savings of low-income families to promote asset creation; the Department of Housing and Community Development (\$4,910,128) to fund homeless shelters for the provision of homeless prevention and shelter services. By law, the programs funded by these contracts must serve low-income Virginians. The TANF block grant can only fund services to low-income families and the nutrition education program can only serve Food Stamp participants who must have a net income of 130% of poverty or below.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,160,878	\$10,160,878	0.00	0.00
<i>Establish Early Childhood Foundation</i>	\$4,800,000	\$3,800,000	0.00	0.00
Total for Service Area	\$14,960,878	\$13,960,878	0.00	0.00

Objective: Improve the nutrition choices among Virginia's low-income families

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Total number of individuals completing nutrition education courses.	New measure, baseline data not available. Baseline will be established using FY06 data.	Specific target will be determined once baseline is established.

Regulation of Adult and Child Welfare Facilities

The Division of Licensing Programs (DOLP) regulates thirteen types of non-medical day and residential care settings for vulnerable children and adults, including adoption and foster care agencies. As of June 1, 2005, there were 7,492 regulated settings with a total capacity of 386,423. This number, all vulnerable consumers in terms of age and/or health status, exceeds the population of every city in Virginia except Virginia Beach. The Division's workload comprises child day care facilities (89%), adult care (9%) and child residential care (2%). Provided services include mandated inspections, investigations of complaints and allegations and provider/community education related to licensing processes.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,599,110	\$12,599,110	160.00	160.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$666,906	\$666,906	0.00	0.00
<i>Remove one-time funding</i>	(\$250,000)	(\$250,000)	0.00	0.00
Total for Service Area	\$13,016,016	\$13,016,016	160.00	160.00

Objective: Safety of children and adults

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of mandated inspections conducted	New measure, baseline data not available. Baseline will be established using FY06 data. (Projected mandated visits in FY 06 = 96%)	100% of mandated inspections will be conducted in FY 07

Interdepartmental Licensure and Certification

To effectively implement their joint responsibility for regulating children's residential facilities, the Departments of Education; Juvenile Justice; Mental Health, Mental Retardation and Substance Abuse Services; and Social Services have agreed to cooperatively regulate most children's residential facilities located in Virginia. This joint effort is intended to promote quality residential care through an effective and efficient interdepartmental regulatory program. The Office of Interdepartmental Regulation coordinates the 4 departments' regulatory efforts to assure that children placed in residential facilities receive adequate care, treatment and education.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$440,274	\$440,274	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$8,326	\$8,326	0.00	0.00
Total for Service Area	\$448,600	\$448,600	2.00	2.00

Objective: Ensure that the Departments of Education; Juvenile Justice; Mental Health, Mental Retardation and Substance Abuse Services; and Social Services provide a coordinated regulatory approach to children's residential facilities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of training sessions for regulators and providers.	Five training sessions biannually.	Five training sessions biannually.

Administrative and Support Services

Administrative and Support Services units provide the organizational infrastructure which allow the operational units to function. Most services are generic to agencies including management oversight, budgeting, accounting, human resources management, planning, legislative liaison, procurement and general services, public affairs, and internal audit. In addition to these services, four functions peculiar to social services, Appeals and Fair Hearings, Electronic Benefits Transfers to Food Stamp recipients, Fraud Reduction Management and Quality Monitoring are also provided.

As part of the Department's Strategic Plan, Goal #3, a Business Process Re-engineering (BPR) project was undertaken as the precursor to implementing any new or increased automated solutions. BPR was necessary to determine the need for changes to the business processes employed by the state and local departments as part of the Virginia Social Services System (VSSS). The BPR project has produced a "to be" model of how the VSSS should look and operate in the future. The "to be" model impacts all of the primary programmatic and support functions of the Department.

The "to be" model includes the flexibility for clients to access services through several methods that are not currently available, such as through the internet or through the auspices of a community partner outside of local departments. This flexibility will require development of a data-gathering tool that shares information with program experts and partners, the establishment of cross-disciplinary teams to serve household needs, and more formal agreements and development of partnerships at the state and local levels. Before any changes are put into place, a business modeling laboratory to test and prove the value of these changes will be established. Changes in organizational structure, policy, process and procedures are necessary to implement the new "to be" model.

The first step in implementing changes is the development of a Change Management Plan that choreographs the implementation of incremental changes to support the new model. The structure through which changes are implemented is a Change Management Office (CMO). The CMO provides the organizational structure to manage the step-by-step process of overall change.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$26,687,823	\$26,687,823	222.00	222.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,132,447	\$1,132,447	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,706,916	\$1,708,816	0.00	0.00
Total for Service Area	\$29,527,186	\$29,529,086	222.00	222.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	60%	100%

Information Technology Services

The Division of Information Systems develops program specific information systems in support of the Department's business and support units. The Division maintains system specific computer operations, local agency and home office customer support, application related network services, application specific database management, business intelligence, software quality assurance, and system and application security.

The Division works with Department's business units to manage IT resources using the Information Technology Investment Management (ITIM) methodology. This set of best practices operates through business led steering committees and a Department Investment Board. This structure assures that IT dollars are spent in alignment with business defined strategic goals and objectives.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$40,192,088	\$40,192,088	82.50	82.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$531,864	\$531,864	0.00	0.00
<i>Fund increased cost of eligibility determination</i>	\$4,796,840	\$7,829,953	0.00	0.00
<i>Convert contractors to classified positions</i>	(\$228,631)	(\$519,614)	48.00	48.00
Total for Service Area	\$45,292,161	\$48,034,291	130.50	130.50

Objective: Enhance web infrastructure to improve service to VSSS IT customers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Standardize the 14 existing Web Applications	Current Web Infrastructure	Web Infrastructure Enhancement completed by September 2006

Virginia Board for People with Disabilities

Mission Statement

The Virginia Board for People with Disabilities' mission is to enrich the lives of Virginians with disabilities by providing a voice for their concerns--Vision of communities that welcome people with disabilities--Outreach to individuals, families, and advocates--Innovation through grant projects and sponsored programs--Collaboration with providers of disability services--Education of policymakers on disability issues.

Agency Goals:

- Strengthen the role of the Board as a policy leader and advisor to the Governor, Secretary of HHR, General Assembly and executive branch agencies on issues affecting persons with developmental and other disabilities in the Commonwealth.
- Promote independence, choice, productivity, self determination, employment, and community integration of persons with developmental and other disabilities through advocacy, capacity building and systems change activities.
- Provide an ongoing, reliable mechanism to evaluate, report on, and make recommendations regarding the effectiveness of the service delivery system in meeting the current and future needs of persons with developmental and other disabilities.
- Provide education/ leadership training opportunities to ensure that people with DD and their families are included in the policy decisions related to the services and supports that affect quality of life and full community participation.

Customers Served:

- All Virginians (Served based on 2004 VBPD Program performance report; Potential based on 2000 U.S. Census figures and derivatives as reported in 2005 VBPD interim Biennial Report.
- Virginians with Disabilities (Served based on 2004 VBPD Program performance report; Potential based on 2000 U.S. Census figures and derivatives as reported in 2005 VBPD interim Biennial Report.
- Virginians with Developmental Disabilities (Served based on minimum 75% requirement that persons served through Board grant activities have a developmental disability--range from 75-100%; Potential based on 2000 U.S. Census figures and derivatives.
- Governor and Executive Branch Agencies
- Federal Administration on Developmental Disabilities and Other DD Councils
- General Assembly Members
- Consumer and Advocacy Organizations (based on VBPD Contact list)
- State, Regional, and local service providers/agencies (based on VBPD contact list)

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$128,154	\$1,537,827	\$1,665,981	\$475,809	\$1,190,172	8.00
FY 2004	\$118,575	\$1,537,827	\$1,656,402	\$470,576	\$1,185,826	8.00
FY 2005	\$127,039	\$1,553,995	\$1,681,034	\$532,857	\$1,148,177	9.00
FY 2006	\$127,952	\$1,644,735	\$1,772,687	\$581,033	\$1,191,654	10.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$127,952	\$1,644,735	\$1,772,687	\$581,033	\$1,191,654	10.00
FY 2007 Addenda	\$9,436	\$41,553	\$50,989	\$150,302	(\$99,313)	0.00
FY 2007 TOTAL	\$137,388	\$1,686,288	\$1,823,676	\$731,335	\$1,092,341	10.00
FY 2008 Base Budget	\$127,952	\$1,644,735	\$1,772,687	\$581,033	\$1,191,654	10.00
FY 2008 Addenda	\$9,029	\$41,553	\$50,582	\$150,302	(\$99,720)	0.00
FY 2008 TOTAL	\$136,981	\$1,686,288	\$1,823,269	\$731,335	\$1,091,934	10.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$5,465 (GF) and \$41,553 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$3,971 (GF). For 2008, \$3,564 (GF).

Agency Service Areas:

Research, Planning, Outreach, Advocacy, and Systems Improvement

This service area implements the principles of the federal Developmental Disabilities and Bill of Rights Act of 2000 and Section 51.5-33 of the Virginians with Disabilities Act which establishes the Virginia Board for People with Disabilities as the Commonwealth's Developmental Disabilities Planning Council. Activities include outreach, training, technical assistance, supporting and educating communities, barrier elimination, system redesign, coalition development, citizen participation, and informing and guiding policymakers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$780,862	\$780,862	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	(\$130,865)	(\$130,865)	0.00	0.00
Total for Service Area	\$649,997	\$649,997	6.00	6.00

Objective: Increase active engagement in advocacy and system improvement activities by graduates of the Board's Partners in Policymaking Program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rate of participation in advocacy activities 12 months post graduation.	This is a new measure for which there is no baseline. Previous measures reflected participant satisfaction rates with the training. Baseline data will be collected for the FY 05 graduating class in May 06 (one year past graduation).	By FY 2008, the percent of Partners graduates who participate in post-graduation advocacy activities will increase by 10% from initial 2006 baseline.

Objective: Ensure that constituents receive timely and relevant information regarding disability services, issues and events and Board activities and priorities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Rate of Constituent Feedback	This is a new measure for which no baseline exists. Baseline data will be established using FY 06 data.	Increase by 5% each year, beginning in FY 07, the number of respondents who provide feedback on the timeliness and relevance of Board distributed communication materials.

Administrative Services

The administrative and operational support required to implement programmatic and policy related activities under the federal Developmental Disabilities and Bill of Rights Act of 2000 and Section 51.5-33 of the Virginians with Disabilities Act which establishes the Virginia Board for People with Disabilities as the Commonwealth's Developmental Disabilities Planning Council. This service area provides support to the agency's research, planning, outreach, advocacy, systems improvement and grant activities. Support includes the general administration and management of information technology services in compliance with federal and state laws and regulations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$533,005	\$533,005	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$177,883	\$177,883	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$3,971	\$3,564	0.00	0.00
Total for Service Area	\$714,859	\$714,452	4.00	4.00

Objective: Advance the achievement of Board programmatic and policy outcomes by integrating state of the art technology in hardware, software, and telecommunications.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
VITA Commonwealth Agency Technology Strategic Planning Application (CATSPA) Maintenance	VBPD with DSA partners have complied 100% with VITA required deadlines.	100% compliance with required VITA deadlines.

Financial Assistance to Localities for Individual and Family Services

This service area implements the principles of the federal Developmental Disabilities and Bill of Rights Act of 2000 and Section 51.5-33 of the Virginians with Disabilities Act which establishes the Virginia Board for People with Disabilities as the Commonwealth's Developmental Disabilities Planning Council. Activities include funding of grant projects which include demonstration of new approaches, services and supports, training, coalition development, and outreach and education designed to result in development of a coordinated consumer and family centered, consumer and family directed, comprehensive system of services, individualized supports, and other forms of assistance that enable individuals with developmental disabilities to exercise self-determination, be independent, be productive, and be integrated and included in all facets of community life.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$458,820	\$458,820	0.00	0.00
Total for Service Area	\$458,820	\$458,820	0.00	0.00

Objective: Advance systems change by providing grant funding for new and creative statewide and community

programs, services and supports for persons with developmental and other disabilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Project Objectives achieved	90%. Although the measure was slightly different, an achievement rate of 90% was reported throughout the FY 03 fiscal year in Executive Agreement reports.	95% of planned objectives achieved at the conclusion of the grant period.

Department For The Blind And Vision Impaired

Mission Statement

The mission of the Department for the Blind and Vision Impaired (DBVI) is to empower individuals who are blind, vision impaired or deafblind to achieve their maximum levels of employment, education, and personal independence.

Agency Goals:

- Enhance the economic advancement and independence of blind job seekers through competitive employment.
- Enhance the independence, well-being, and personal responsibility of blind and vision impaired citizens.
- Promote educational success of blind and vision impaired citizens.
- Provide for effective performance of DBVI personnel to ensure sound business practices and agency operations .

Customers Served:

- Retail customers who purchase VIB and vending stand products
- Blind Vendors licensed through the Randolph Sheppard Program
- Blind or deafblind people who want to work and live independently
- Infants, children and youth who are blind, vision impaired or deafblind, their families and teachers
- Blind vision impaired or deafblind adults who want to live independently and their families
- Workforce/Employees of the Agency

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$6,186,854	\$20,800,580	\$26,987,434	\$11,849,087	\$15,138,347	163.00
FY 2004	\$5,757,718	\$21,800,580	\$27,558,298	\$10,962,368	\$16,595,930	163.00
FY 2005	\$5,975,570	\$29,434,238	\$35,409,808	\$12,657,492	\$22,752,316	163.00
FY 2006	\$6,025,484	\$29,957,127	\$35,982,611	\$12,680,381	\$23,302,230	163.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$6,025,484	\$29,957,127	\$35,982,611	\$12,696,123	\$23,286,488	163.00
FY 2007 Addenda	\$317,827	\$693,101	\$1,010,928	\$844,797	\$166,131	0.00
FY 2007 TOTAL	\$6,343,311	\$30,650,228	\$36,993,539	\$13,540,920	\$23,452,619	163.00
FY 2008 Base Budget	\$6,025,484	\$29,957,127	\$35,982,611	\$12,696,123	\$23,286,488	163.00
FY 2008 Addenda	\$320,656	\$693,101	\$1,013,757	\$844,797	\$168,960	0.00
FY 2008 TOTAL	\$6,346,140	\$30,650,228	\$36,996,368	\$13,540,920	\$23,455,448	163.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$3,972,000	\$0	\$3,972,000	\$0	\$3,972,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$308,199 (GF) and \$693,101 (NGF).

► **Transfer appropriation for Newline from the Financial Assistance for Special Education Instruction program to the Statewide Library Services program**

Transfers appropriation from the Financial Assistance for Special Education Instruction program to the Statewide Library Services program to allow expenses for Newline to be administered from the appropriate program. (Net zero adjustment)

► **Transfer federal funds from Vocational Rehabilitation Services to Information Technology Services**

Transfers federal funds from Vocational Rehabilitation Services to Information Technology Services to address a position that has no personal service funds allotted. (Net zero adjustment)

► **Transfer positions from General Management and Direction services to Vending Stands, Cafeterias, and Snack Bars services**

Transfers positions from General Management and Direction services to Vending Stands, Cafeterias, and Snack Bars services to address operational needs. (Net zero adjustment)

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$9,628 (GF). For 2008, \$12,457 (GF).

Agency Summary of Recommended Capital Outlay Addenda

► **Renovate Virginia Industries for the Blind, Richmond Plant, Phase II**

Provides funds to renovate Virginia Industries for the Blind's Richmond Plant to address operating system failures. This project was partially funded by the last General Assembly for correction of environmental hazards and life safety code issues with the building, however, if these funded issues are corrected, the building will not be able to operate because part of the other old operating systems will be shut down to satisfy the corrections. For the biennium, \$4.0 million (GF).

Agency Service Areas:

General Library Services

Through our statewide library services, blind and physically disabled Virginians have access to books, materials and information in accessible formats. Access to information develops independent and informed citizens, who can participate in and make decisions about their communities and government.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$776,864	\$776,864	12.00	12.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$430	\$430	0.00	0.00
<i>Transfer appropriation for Newline from the Financial Assistance for Special Education Instruction program to the Statewide Library Services program</i>	\$50,000	\$50,000	0.00	0.00
Total for Service Area	\$827,294	\$827,294	12.00	12.00

Objective: To increase the number of people who utilize library services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of customers served	4,094 registered users on 7/01/05.	Increase customers by 2.5% each year to 4,196 by 6/30/06 and 4,300 by 6/30/07.

Braille and Large-Print Textbook Services

Education Services operates a resource center which houses an inventory of textbooks that are loaned to local school divisions throughout Virginia for use by blind and visually impaired infants, children and youth. The Resource Center provides braille and large print textbooks and novels for use by blind and vision impaired students in their local school districts. Textbooks are produced in the appropriate medium, braille or large print, or are purchased from another state and are loaned for the school year. Local school divisions are charged replacement costs for textbooks they do not return for use by other students. Supplemental educational materials, resource and reference materials may also be transcribed into braille or reproduced in large print; these materials are loaned to Virginia's blind and visually impaired students and educators for as long as they are needed. Textbooks are returned to the central inventory when no longer needed and are loaned to another student or teacher.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$429,470	\$429,470	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$21,832	\$21,832	0.00	0.00
Total for Service Area	\$451,302	\$451,302	6.00	6.00

Objective: To deliver textbooks on time.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of textbook orders received by 6/1 that are delivered by 9/1.	New measure. Baseline data collection began in FY 06.	Target will be established upon completion of FY 06 baseline data collection.

Educational Services

Education Services assists children who are blind, visually impaired or deafblind in becoming independent, contributing members of society.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,131,819	\$1,131,819	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$18,313	\$18,313	0.00	0.00
<i>Transfer appropriation for Newline from the Financial Assistance for Special Education Instruction program to the Statewide Library Services program</i>	(\$50,000)	(\$50,000)	0.00	0.00
Total for Service Area	\$1,100,132	\$1,100,132	6.00	6.00

Objective: To partner with families, infant service providers, school division staff, and other DBVI staff

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of infants, children and youth served annually	2,016 June 2005	Remain level or moderately increase.

Low Vision Services

Low Vision Services provides technical assistance, low vision examinations, optical aids, consultation, and training to Virginians with impaired vision, agency staff, contracted examiners and teachers of the visually handicapped located in local school divisions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$306,010	\$306,010	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$16,830	\$16,830	0.00	0.00
Total for Service Area	\$322,840	\$322,840	2.00	2.00

Objective: Provide customers with optical aids to allow them to best utilize their remaining vision

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Customers who benefit from Low Vision Services.	New measure. Baseline data collection began in FY 06.	Target will be established upon completion of FY 06 baseline data collection.

Vocational Rehabilitation Services

Vocational Rehabilitation Services assist eligible blind, visually impaired, and deafblind adult and transition aged customers in obtaining or maintaining competitive employment. An Individualized Employment Plan (IPE) identifying a specific vocational goal is developed by the customer and vocational rehabilitation counselor and outlines various activities leading to employment. Based on the unique needs of each customer, services may include but are not limited to vocational guidance and counseling, vocational training, job development, job placement, and job training. Other services may include adjustment to the loss of vision, rehabilitation engineering services to include assessment and evaluation of job sites, assistive technology, and supported employment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,932,237	\$5,932,237	24.00	24.00
Transfer centrally funded amounts to agency budgets	\$312,379	\$312,379	0.00	0.00
Transfer federal funds from Vocational Rehabilitation Services to Information Technology Services	(\$50,236)	(\$50,236)	0.00	0.00
Total for Service Area	\$6,194,380	\$6,194,380	24.00	24.00

Objective: Facilitate competitive job placements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average hourly wage for all individuals who have completed their Vocational Rehabilitation program and closed successfully employed	\$10.89 per hour in FFY 2004.	5% annual increase in average hourly wage at successful closure

Objective: Expand services to young adults

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of students participating in Summer Work Programs	39 in FY 04	5% increase above number of participants in the previous year

Independent Living Services

Rehabilitation teaching and independent living services provide people who are blind, visually impaired or deafblind with specialized training, goods and services that enable them to achieve their maximum level of personal independence. Technical assistance and support services are also offered to families, friends, advocates and others who want to assist individuals who are blind to achieve independence. Most consumers that successfully complete this training continue to live in their own homes, and have less need for assistance from family members and other community or health related organizations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,783,753	\$2,783,753	42.00	42.00
Transfer centrally funded amounts to agency budgets	\$228,500	\$228,500	0.00	0.00
Total for Service Area	\$3,012,253	\$3,012,253	42.00	42.00

Objective: Increase the independence of Virginia's seniors who are blind or vision impaired.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of consumers who report an increase in independence as a result of Older Blind Grant services	81% for FFY 2004	85%

Vending Stands, Cafeterias, and Snack Bars

This service area implements the Vending Facility Program for the Blind on Federal and Other Property. This program is also known by its legislative title, The Randolph-Sheppard (Act) Program. This service area evaluates and trains qualified blind people wishing to become licensed vendors; issues licenses to blind vendors who successfully complete training; researches and evaluates potential business opportunities for blind vendors in federal and state facilities and private entities; designs, furnishes and installs appropriate vending facilities and other business enterprises for operation by blind vendors; maintains and upgrades existing facilities to enable licensed blind vendors to meet competition and demand; provides essential management support services for licensed vendors; and protects the Commonwealth from liability in operation of the program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$483,374	\$483,374	1.00	1.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$8,872	\$8,872	0.00	0.00
<i>Transfer positions from General Management and Direction services to Vending Stands, Cafeterias, and Snack Bars services</i>	\$0	\$0	1.00	1.00
Total for Service Area	\$492,246	\$492,246	2.00	2.00

Objective: Economic opportunities for licensed blind vendors

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To increase the income of licensed blind vendors and the revenue derived from set aside.	The five year rolling average for vendor income through the end of FY- 2004 is \$ 38, 597.00; the average for set aside for the same period is \$793,796.00	To increase by 3% the five year rolling average each year for both vendor income and set aside.

Regional and Areawide Assistance Administration

This service area provides support to the Agency’s rehabilitation, education, and residential rehabilitation services activities. Support services include regional office administration and management including direction and supervision of direct customer services and leasing of office space. Direct supervision is provided to the Regional Managers in each of our six regional offices located throughout the state as well as the Director of the Rehab Center for the Blind and Vision Impaired and Program Directors for the agency’s Rehabilitation Teaching, Education, Low Vision and Deafblind program areas. The managers, in turn, provide supervision and direction to both the field staff that deliver services to our blind, visually impaired and deafblind customers and the administrative support staff in each facility. The agency has a Memorandum of Understanding with the Department of Rehabilitative Services (DRS) to provide accounting, budgeting, payroll, information services, purchasing, internal auditing, and human resources services that are utilized by the agency’s six regional offices and Rehab Center for the Blind and Vision Impaired.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,868,387	\$1,868,387	26.00	26.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$133,598	\$133,598	0.00	0.00
Total for Service Area	\$2,001,985	\$2,001,985	26.00	26.00

Objective: Employees meet or exceed their objectives established for work profiles.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of employees at contributor or above in annual performance review	100% of regional office and rehab center employees received a rating of contributor or higher in 2004.	95% of regional office and rehab center employees receive a rating of contributor or higher.

Manufacturing Services

The Virginia Industries for the Blind (VIB) operates two manufacturing plants in Charlottesville and Richmond, administrative services in Northern Virginia, central Virginia, South Western Virginia and Tidewater and Federal office supply stores in administration buildings and military bases across the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$20,584,141	\$20,584,141	13.00	13.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$165,653	\$165,653	0.00	0.00
Total for Service Area	\$20,749,794	\$20,749,794	13.00	13.00

Objective: Increase employment opportunities for legally blind candidates.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the total number of blind individuals employed by VIB	116 on May 05	125

Administrative and Support Services

This service area provides support services to all DBVI service areas and includes administration and management, physical plant maintenance services, capital outlay, and citizen participation in Agency services through the Board for the Blind and the Vision Impaired.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,686,556	\$1,686,556	31.00	31.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$94,893	\$94,893	0.00	0.00
<i>Transfer federal funds from Vocational Rehabilitation Services to Information Technology Services</i>	\$50,236	\$50,236	0.00	0.00
<i>Transfer positions from General Management and Direction services to Vending Stands, Cafeterias, and Snack Bars services</i>	\$0	\$0	-1.00	-1.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$9,628	\$12,457	0.00	0.00
Total for Service Area	\$1,841,313	\$1,844,142	30.00	30.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	80% - the 2005 percentage calculated based on the agency scorecard.	100% scorecard attainment

Objective: Promote and support efficient and effective agency operations and customer service delivery

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Findings by the Auditor of Public Accounts	No material findings Fiscal Year 04 Audit	No material audit points

Virginia Rehabilitation Center For The Blind And Vision Impaired

Mission Statement

The mission of the Virginia Rehabilitation Center for the Blind and Vision Impaired (VRCBVI) is to empower blind, vision impaired and deaf blind citizens of Virginia to achieve optimum vocational, educational, and social independence and economic equality.

Agency Goals:

- Enhance the independence, well-being, and personal responsibility of blind and vision impaired citizens.
- Provide for effective performance of VRCBVI personnel to ensure sound business practices and center operations.

Customers Served:

- Workforce/Employees of the Agency
- Blind vision impaired or deafblind people who want to work and live independently

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$200,685	\$1,726,699	\$1,927,384	\$1,452,167	\$475,217	26.00
FY 2004	\$191,435	\$1,726,699	\$1,918,134	\$1,452,167	\$465,967	26.00
FY 2005	\$191,641	\$1,793,703	\$1,985,344	\$1,498,076	\$487,268	26.00
FY 2006	\$191,641	\$1,793,703	\$1,985,344	\$1,498,076	\$487,268	26.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$191,641	\$1,793,703	\$1,985,344	\$1,473,758	\$511,586	26.00
FY 2007 Addenda	\$0	\$115,076	\$115,076	\$115,076	\$0	0.00
FY 2007 TOTAL	\$191,641	\$1,908,779	\$2,100,420	\$1,588,834	\$511,586	26.00
FY 2008 Base Budget	\$191,641	\$1,793,703	\$1,985,344	\$1,473,758	\$511,586	26.00
FY 2008 Addenda	\$0	\$115,076	\$115,076	\$115,076	\$0	0.00
FY 2008 TOTAL	\$191,641	\$1,908,779	\$2,100,420	\$1,588,834	\$511,586	26.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$2,077,000	\$0	\$2,077,000	\$0	\$2,077,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$115,076 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Replace Roofs on Administration/Activities Building, Recreation Building, and Dining Hall**

Provides funds to replace the roofs of the Administration/ Activities Building, the Recreation Building, and the Dining Hall located at the Rehabilitation Center for the Blind and Vision Impaired. All three of these buildings have active roof leaks and have been on the Maintenance Reserve project list for over 10 years. For the biennium, \$2.1 million (GF).

Agency Service Areas:

Social and Personal Adjustment to Blindness Training

The Virginia Rehabilitation Center for the Blind and Vision Impaired provides evaluation and training services to adolescents and adults with vision impairments to enhance their personal, educational, and vocational independence.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,174,732	\$1,174,732	20.00	20.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$43,318	\$43,318	0.00	0.00
Total for Service Area	\$1,218,050	\$1,218,050	20.00	20.00

Objective: Increase Independent Living Skills of the Blind

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Participant performance comparison at entry and completion of VR CBVI training program.	New measure. Baseline data collection began in FY 06.	Target will be established upon completion of FY 06 baseline data collection.

Administrative and Support Services

The Virginia Rehabilitation Center for the Blind and Vision Impaired provides evaluation and training services to blind, vision impaired and deafblind adolescents and adults to enhance their personal, educational, and vocational independence. Administrative and Support Services are essential to the provision of these services. General administration and management, as well as the management and operation of the training, housing, and dining facilities, make training possible. General administrative direction and management control are provided in the areas of planning, budgeting, financing, instructional planning, staffing, accounting and record keeping. Liaison with other agencies and the public is also provided. Support services provided include clerical services and office management, coordination of operation of the physical facilities required for instruction, recreation, housing, feeding, and health of the students with other programs of the Department for the Blind and Vision Impaired, as well as other state, local, and federal agencies is included in this service area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$810,612	\$810,612	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$71,758	\$71,758	0.00	0.00
Total for Service Area	\$882,370	\$882,370	6.00	6.00

Objective: Promote and support efficient and effective Center operations and customer service delivery

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Findings by the Auditor of Public Accounts	Based on Fiscal Year 04 Audit	No material audit point findings



Office of Natural Resources

The agencies in the Natural Resources secretariat are responsible for protecting, conserving, and promoting the use of Virginia's natural and historical resources. The agencies provide programs that encourage the responsible use of Virginia's wildlife, enforce boating and hunting safety, improve water quality, control water and air pollution, promote land use management that helps restore the Chesapeake Bay, develop and operate state parks, and provide research and education on Virginia's natural history.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$77,439,308	\$176,646,394	\$254,085,702	\$117,490,052	\$136,595,650	1,978.00
FY 2004	\$75,605,965	\$178,830,395	\$254,436,360	\$111,694,570	\$142,741,790	1,973.00
FY 2005	\$117,609,481	\$193,957,489	\$311,566,970	\$120,046,696	\$191,520,274	2,044.00
FY 2006	\$193,949,838	\$194,501,286	\$388,451,124	\$122,427,310	\$266,023,814	2,132.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$193,949,838	\$194,501,286	\$388,451,124	\$123,924,074	\$264,527,050	2,132.00
FY 2007 Addenda	\$139,006,206	\$11,521,889	\$150,528,095	\$15,294,576	\$135,233,519	70.00
FY 2007 TOTAL	\$332,956,044	\$206,023,175	\$538,979,219	\$139,218,650	\$399,760,569	2,202.00
FY 2008 Base Budget	\$193,949,838	\$194,501,286	\$388,451,124	\$123,924,074	\$264,527,050	2,132.00
FY 2008 Addenda	(\$92,181,286)	\$9,607,185	(\$82,574,101)	\$15,854,935	(\$98,429,036)	70.00
FY 2008 TOTAL	\$101,768,552	\$204,108,471	\$305,877,023	\$139,779,009	\$166,098,014	2,202.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$11,726,000	\$16,100,000	\$27,826,000	\$0	\$27,826,000	0.00
FY 2008 Capital	\$8,644,000	\$0	\$8,644,000	\$0	\$8,644,000	0.00

Secretary of Natural Resources

Mission Statement

The Secretary of Natural Resources, in cooperation with the agencies of the secretariat, manages and preserves the natural, historic and cultural resources of the Commonwealth and assists the Governor and the General Assembly in carrying out the policies set forth in Article XI of the Virginia Constitution and the Code of Virginia. Through policy, funding and management recommendations, the Secretary gives guidance to the agencies within the secretariat.

Agency Goals:

- To effectively oversee the implementation of the Governor’s priorities in a manner consistent with applicable state and federal requirements.
- Protect the waters of the Commonwealth from further degradation and restore the waters on the EPA impaired waters list, including but not limited to the Chesapeake Bay.
- Conserve Virginia’s scenic, cultural and historic resources.
- Provide Virginia’s citizens and visitors ample opportunity for outdoor recreation.
- Protect and effectively manage Virginia’s fishery and wildlife resources.
- Educate public on our natural environment.

Customers Served:

- Legislature
- Business Community
- Conservation Community
- Local Governments
- All citizens of the Commonwealth

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$485,166	\$0	\$485,166	\$515,504	(\$30,338)	4.00
FY 2004	\$468,467	\$0	\$468,467	\$471,291	(\$2,824)	4.00
FY 2005	\$532,452	\$0	\$532,452	\$430,289	\$102,163	5.00
FY 2006	\$604,795	\$0	\$604,795	\$545,560	\$59,235	6.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$604,795	\$0	\$604,795	\$546,422	\$58,373	6.00
FY 2007 Addenda	\$369,707	\$0	\$369,707	\$40,080	\$329,627	0.00
FY 2007 TOTAL	\$974,502	\$0	\$974,502	\$586,502	\$388,000	6.00
FY 2008 Base Budget	\$604,795	\$0	\$604,795	\$546,422	\$58,373	6.00
FY 2008 Addenda	\$244,907	\$0	\$244,907	\$40,080	\$204,827	0.00
FY 2008 TOTAL	\$849,702	\$0	\$849,702	\$586,502	\$263,200	6.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$40,587 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$4,120 (GF). For 2008, \$4,320 (GF).

► **Fund the Virginia Indian Heritage Program**

Provides pass through funding for the Virginia Foundation for the Humanities to implement the Virginia Indian Heritage Program. The Program will include funding for research, databases, and websites intended to enhance awareness, establish the Virginia Indian Heritage Trail, create annual summer institutes for teachers and higher education summits for college faculty, and provide grants for tribes, intertribal groups and museums to conduct new research and upgrade their interpretive content. For 2007, \$300,000 (GF). For 2008, \$200,000 (GF).

► **Increase funding for the Council on Indians**

Provides additional funding to support the operations of the council. For 2007, \$25,000 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$604,795	\$604,795	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$40,587	\$40,587	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$4,120	\$4,320	0.00	0.00
<i>Fund the Virginia Indian Heritage Program</i>	\$300,000	\$200,000	0.00	0.00
<i>Increase funding for the Council on Indians</i>	\$25,000	\$0	0.00	0.00
Total for Service Area	\$974,502	\$849,702	6.00	6.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	67%	100%

Chippokes Plantation Farm Foundation

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$203,167	\$67,103	\$270,270	\$162,815	\$107,455	2.00
FY 2004	\$151,057	\$67,103	\$218,160	\$144,420	\$73,740	2.00
FY 2005	\$154,422	\$67,103	\$221,525	\$129,790	\$91,735	2.00
FY 2006	\$154,455	\$67,103	\$221,558	\$129,790	\$91,768	2.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$154,455	\$67,103	\$221,558	\$141,887	\$79,671	2.00
FY 2007 Addenda	\$7,712	\$0	\$7,712	\$6,050	\$1,662	0.00
FY 2007 TOTAL	\$162,167	\$67,103	\$229,270	\$147,937	\$81,333	2.00
FY 2008 Base Budget	\$154,455	\$67,103	\$221,558	\$141,887	\$79,671	2.00
FY 2008 Addenda	\$7,712	\$0	\$7,712	\$6,050	\$1,662	0.00
FY 2008 TOTAL	\$162,167	\$67,103	\$229,270	\$147,937	\$81,333	2.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$6,050 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For each year, \$1,662 (GF).

Agency Service Areas:

Operation and Maintenance of Farm Museum

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$221,558	\$221,558	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$6,050	\$6,050	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,662	\$1,662	0.00	0.00
Total for Service Area	\$229,270	\$229,270	2.00	2.00

Department Of Conservation And Recreation

Mission Statement

The Department of Conservation and Recreation works with Virginians to conserve, protect, and enhance their lands and improve the quality of the Chesapeake Bay and our rivers and streams, promotes the stewardship and enjoyment of natural, cultural and outdoor recreational resources, and insures the safety of Virginia's dams.

Agency Goals:

- Meet growing demands on Virginia's award-winning State Parks, while maintaining Virginia's traditional conservation orientation.
- Enhance public safety by administering effective dam safety and flood plain management programs.
- Improve the quality of Virginia's waters and the Chesapeake Bay through non-point source pollution reduction programs and sound land use management.
- Enhance opportunities to participate in natural resource-based recreation opportunities.
- Advance the protection, conservation, and stewardship of Virginia's significant natural areas, conservation lands, and natural heritage resources.
- Be recognized as an employer of choice.
- Provide efficient and effective administrative support.

Customers Served:

- Government Agencies (Federal, State, and Local)
- Landowners
- Agricultural Community (number of farms)
- Soil and Water Conservation Districts
- Boards and Foundations (DCR's)
- Special Customer Groups
- Recreational Users (campers, picnickers, hikers, etc.)
- Conservation Organizations and Land Trusts
- Regulated Community
- Educational Institutions/educators/students/researchers
- Businesses and Concessionaires
- Volunteers and Volunteer Groups
- Media Outlets

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$30,479,718	\$20,522,642	\$51,002,360	\$24,835,444	\$26,166,916	397.00
FY 2004	\$27,328,815	\$21,760,334	\$49,089,149	\$22,710,044	\$26,379,105	395.00
FY 2005	\$53,268,999	\$22,832,206	\$76,101,205	\$24,842,338	\$51,258,867	424.00
FY 2006	\$69,903,907	\$22,798,998	\$92,702,905	\$26,133,768	\$66,569,137	483.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$69,903,907	\$22,798,998	\$92,702,905	\$30,259,073	\$62,443,832	483.00
FY 2007 Addenda	(\$24,874,391)	\$2,500,981	(\$22,373,410)	\$4,628,391	(\$27,001,801)	36.00
FY 2007 TOTAL	\$45,029,516	\$25,299,979	\$70,329,495	\$34,887,464	\$35,442,031	519.00
FY 2008 Base Budget	\$69,903,907	\$22,798,998	\$92,702,905	\$30,259,073	\$62,443,832	483.00
FY 2008 Addenda	(\$26,244,728)	\$2,500,981	(\$23,743,747)	\$4,403,907	(\$28,147,654)	36.00
FY 2008 TOTAL	\$43,659,179	\$25,299,979	\$68,959,158	\$34,662,980	\$34,296,178	519.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$11,726,000	\$0	\$11,726,000	\$0	\$11,726,000	0.00
FY 2008 Capital	\$8,644,000	\$0	\$8,644,000	\$0	\$8,644,000	0.00

Agency Summary of Recommended Operating Budget Addenda

▶ Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.6 million (GF) and \$250,981 (NGF).

▶ Eliminate one-time spending amounts from the agency budget

Removes one-time funding from the agency's budget. For each year, a reduction of \$80,000 (GF).

▶ Eliminate Water Quality Improvement Fund deposit

Eliminates one-time funding from the agency's base budget. The deposit is recalculated annually. For each year, a reduction of \$30.2 million (GF).

▶ Transfer stormwater management program

Adjusts the base budget to finalize the 2004 General Assembly Session transfer of responsibility for the storm water management program from the Department of Environmental Quality to the Department of Conservation and Recreation. For 2007, \$1.5 million (NGF) and 15 positions. For 2008, \$1.5 million (NGF).

▶ Appropriate revenue from new parks facilities

Appropriates estimated revenue from new facilities, such as campgrounds, cabins, and concessions, being constructed with funding from the 2002 Parks and Natural Areas General Obligation Bond package. The facilities will be operational in the next biennium. For each year, \$500,000 (NGF).

▶ Transfer funding for position

Transfers the funding source for one position in the state parks design and construction area from nongeneral fund to general fund. It was determined that bond proceeds would not be used to fund an accounting position needed for the completion of the parks bond construction projects. (Net zero adjustment)

▶ Provide one-time support for stormwater management program

Provides general fund support for the stormwater management program for one year. The stormwater management program administration and fees are being restructured, and this funding will support the program during the transition. For 2007, \$300,000 (GF).

▶ Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$237,865 (GF). For 2008, \$257,528 (GF).

▶ Provide service delivery for nonpoint source programs

Provides funds to the local Soil and Water Conservation Districts to assist farmers with implementing nonpoint source pollution and conservation programs. For each year, \$500,000 (GF).

▶ Address state park operations and staffing needs

Funds operations, safety, and staffing needs for state parks. Funding is provided for positions, equipment, supplies, and wage staff to support the expanded operations of 12 state parks with Parks and Natural Areas General Obligation Bond construction projects that will be completed within the biennium. For 2007, \$1.6 million (GF), \$250,000 (NGF), and 21 positions. For 2008, \$1.6 million (GF) and \$250,000 (NGF).

▶ Provide for extension of Southside Rails to Trails project

Provides for the acquisition of 166 miles of abandoned rail bed from Norfolk Southern. This will be in addition to the 41 miles funded in 2006. The project will create one of the most extensive trail systems in the eastern U.S. and benefit development and expansion of outdoor recreation tourism in Virginia. For 2007, \$950,000 (GF).

▶ Provide funding for development of the Captain John Smith Water Trail

Provides funding for the second phase of the Captain John Smith Water Trail. The water trail traces John Smith's 1607 and 1608 voyages to explore the James and York Rivers. Funding is provided for signs at stopping points along the water trail and land route, and for printing of the York River trail brochure. For 2007, \$140,000 (GF).

Agency Summary of Recommended Capital Outlay Addenda

▶ Construct Roads, cabins, and campground, Shenandoah River State Park

Provides funds for construction of new guest cabins, support buildings, and a new campground. Shenandoah River is one of the newest state parks. For the biennium, \$7.1 million (GF).

- ▶ **Construct campground, bathhouse, and camping cabins, Natural Tunnel State Park**
Provides funds to construct cabins, campsites, bath houses, play areas, and an assembly area at Natural Tunnel State Park. For the biennium, \$6.1 million (GF).
- ▶ **Construct cabins, Occoneechee State Park**
Provides funds to construct 12 cabins at Occoneechee State Park. This will complete the planned 20 cabin overnight facilities at the park. For the biennium, \$4.6 million (GF).
- ▶ **Construct cabins, James River State Park**
Funds construction of eight cabins and related infrastructure, such as roads, drainfields, and utilities. This will complete the planned 20 cabin overnight facilities at the park. For the biennium, \$2.6 million (GF).

Agency Service Areas:

Statewide Agricultural and Urban Nonpoint Source Water Quality Improvements

To improve the quality of Virginia's surface and groundwaters, including the Chesapeake Bay, by reducing nonpoint source pollution from agricultural, urban, and other land uses using voluntary and regulatory based measures, innovative reduction programs, constituent outreach and education, and sound land use management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$43,244,840	\$43,244,840	92.00	92.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$417,353	\$417,353	0.00	0.00
<i>Eliminate Water Quality Improvement Fund deposit</i>	(\$30,164,600)	(\$30,164,600)	0.00	0.00
<i>Transfer stormwater management program</i>	\$1,500,000	\$1,500,000	15.00	15.00
<i>Provide one-time support for stormwater management program</i>	\$300,000	\$0	0.00	0.00
<i>Provide service delivery for nonpoint source programs</i>	\$500,000	\$500,000	0.00	0.00
Total for Service Area	\$15,797,593	\$15,497,593	107.00	107.00

Objective: Improve Compliance with Regulatory Programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of local Erosion and Sediment Control Programs reviewed annually.	8.5%	20% of the local programs are to be reviewed annually
Percentage of nutrient management planners audited for compliance with regulations.	Baseline to be determined in FY06.	33%
Percentage of General Permit for Discharges from Construction Activities issued annually.	20%	60%

Objective: Increase Participation in Voluntary Programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of acres under voluntary nutrient management.	Baseline to be determined in FY06.	20,000 acres per year
Percentage Agricultural BMP Cost share funds spent on Bay Tributary Strategy priority practices.	Baseline to be determined in FY06.	33% in fiscal year FY06
Number of Total Maximum Daily Load (TMDL) Implementation Plans underway.	5 project areas were underway by the end of FY05	10 total project areas underway by the end of FY06

Dam Inventory, Evaluation and Classification and Flood Plain Management

Promote the proper design, construction, operation, and maintenance of dams to protect public safety and property and to assist communities in proper management of development in Virginia's floodplains.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$917,848	\$917,848	11.00	11.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$54,183	\$54,183	0.00	0.00
Total for Service Area	\$972,031	\$972,031	11.00	11.00

Objective: Reduce potential loss of life and property damage due to severe flooding and dam failures.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of known dams regulated by Virginia with regular operation and maintenance certificates.	As of July 1, 2005, 77% of the dams known to require state certification have regular operation and maintenance certificates.	79% of the dams known to require state certification will have regular operation and maintenance certificates by the end of FY06.
Percent of communities compliant with FEMA floodplain regulations.	As of July 1, 2005, the National Flood Insurance Program's (NFIP) inventory indicated that 285 communities were required to be compliant with FEMA floodplain management regulations and 85% of the communities are currently compliant.	95% of communities in the NFIP inventory will be compliant with local regulations that fully meet FEMA's floodplain management regulations.

Natural Heritage Preservation and Management

The Department of Conservation and Recreation's Natural Heritage Program conserves Virginia's biological diversity through inventory, conservation information, protection, and stewardship. This involves extensive plant, animal, and natural community field research and the maintenance of a comprehensive database of the biota of Virginia. Virginia manages a growing Natural Area Preserve System currently containing 46 properties and over 40,000 acres, managing the best examples of Virginia's natural habitats, and rarest plant and animal species for present and future Virginians.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,257,213	\$3,257,213	40.00	40.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$139,025	\$139,025	0.00	0.00
Total for Service Area	\$3,396,238	\$3,396,238	40.00	40.00

Objective: Protect and promote stewardship of natural heritage resources of the Commonwealth's lands and waters.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of field surveys investigating rare and imperiled species and communities.	66% (an average from 2002, 2003, 2004) of surveys investigated rare or imperiled species or communities.	70% of natural heritage field surveys will investigate rare or imperiled species and communities in FY06.
Number of natural heritage resource projects completed.	In FY05, DCR's Natural Heritage Division completed 5 resource projects.	Complete 5 resource projects per year.

Objective: Provide user-friendly information on Virginia's natural heritage resources for use in conservation, education and land use decisions.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of conservation records added or updated.	2,565 records were added or updated in FY05.	4,000 conservation records will be added or updated annually.

Objective: Protect lands and waters that support rare plant, animals, and significant communities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Tract additions to the number of state-owned or privately held Natural Area Preserves.	As of the end of FY05, there were 100 currently protected tracts on 45 protected natural area preserves.	4 tract additions annually.

Financial Assistance to Soil and Water Conservation Districts

To provide financial assistance to Virginia's Soil and Water Conservation Districts (SWCDs) for support of their operations which conserve soil and water resources, improve water quality, coordinate local conservation activities, and maintain water control structures they own.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,818,440	\$4,818,440	0.00	0.00
Total for Service Area	\$4,818,440	\$4,818,440	0.00	0.00

Objective: Provide funding to Soil and Water Conservation Districts (SWCDs) to support their effective local delivery of soil and water conservation programs, services, and flood control.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of funds budgeted for SWCDs dispersed according to State Budget and State Board policies.	100%	100%

Technical and Financial Assistance for Land Management

Eighty-four local counties, cities, and towns in the coastal/ eastern Virginia are required by state law to comply with the Chesapeake Bay Preservation Act and related regulations. DCR partners with these local governments, other public and private entities, and citizens to promote the protection of the Chesapeake Bay and other state waters through sound land use management. DCR staff provide education and training, technical and financial assistance, and regulatory oversight to ensure full compliance and effective implementation of the Chesapeake Bay Preservation Act.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$815,229	\$815,229	13.00	13.00
Transfer centrally funded amounts to agency budgets	\$57,315	\$57,315	0.00	0.00
Total for Service Area	\$872,544	\$872,544	13.00	13.00

Objective: Ensure compliance with the Chesapeake Bay Preservation Act and related regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of initial compliance evaluations completed.	20 local program compliance evaluations have been completed since 2003.	12 local program compliance evaluations will be completed annually.

Objective: Improve outreach and understanding of the Bay Preservation Act to key stakeholder groups.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of education, training, and outreach activities conducted.	For the first quarter of FY06, 10 education, training or outreach activities were conducted.	The target for FY06 is 10 education, training or outreach activities conducted.

Preservation of Open Space Lands

This service area includes operational expenses transferred to the Virginia Outdoors Foundation; funds appropriated to the Virginia Land Conservation Foundation (VLCF) for grant opportunities, and administrative support of the VLCF including grants management and the development of land conservation tracking and targeting tools and conservation plans on behalf of the VLCF; and activities related to the management and outreach activities of DCR's Office of Land Conservation. The Office of Land Conservation provides outreach, training, and technical support for Virginia's land trust community and assistance to the citizens of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,170,000	\$4,170,000	1.00	1.00
Transfer centrally funded amounts to agency budgets	\$4,989	\$4,989	0.00	0.00
Provide for extension of Southside Rails to Trails project	\$950,000	\$0	0.00	0.00
Total for Service Area	\$5,124,989	\$4,174,989	1.00	1.00

Objective: Assist individuals, private organizations, and public agencies in the conservation and preservation of Virginia's important resource lands through the provision of funding assistance, outreach, and technical information.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of meetings held with, or workshops provided to, partner organizations and customers.	This is a revitalized program and no baseline information is available.	24 outreach meetings or workshops held annually.
Percentage of VLCF grant awards closed by the grant agreement deadline.	63% of the projects awarded in 2001 were closed within the project deadline (12/13/03).	75% of all grants will be closed within the agreement deadline beginning with the 2005 grant rounds.

Financial Assistance for Recreational Development

DCR administers several outdoor recreational grant programs that provide funding for acquisition and /or development of land for the protection and enhancement of cultural, natural, and outdoor recreation resources. Many of these grants are awarded to local governments and 501 (c) (3) organizations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,062,241	\$2,062,241	0.00	0.00
Total for Service Area	\$2,062,241	\$2,062,241	0.00	0.00

Objective: Effectively administer federal and state grant programs to enhance the quality and availability of outdoor recreation opportunities statewide.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of grant funds obligated within one fiscal year of funds being appropriated.	92%	95%
Percentage of awarded grant projects completed by agreement deadline.	30% of projects awarded in 2002 were completed within the agreement deadline.	40% of all grants will be completed within the agreement deadline.

Design and Construction of Outdoor Recreational Facilities

Oversee the appropriate design and construction of all approved capital projects on DCR property and develop and maintain a list of major maintenance reserve projects and implement according to available funding.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$956,994	\$956,994	21.00	21.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$80,306	\$80,306	0.00	0.00
Total for Service Area	\$1,037,300	\$1,037,300	21.00	21.00

Objective: Complete the construction of DCR capital and major maintenance projects within budget, on time, and meeting quality construction and conservation standards.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of capital projects substantially completed within 6 months of established schedule.	59% of capital projects were substantially completed based on 2003 base projects.	65% of capital projects will be substantially completed within 6 months of established schedule.
Percent of good/excellent survey ratings by customers utilizing new project facilities.	After the customer survey is developed, the baseline will be determined.	75% of new facilities are rated as excellent/good overall.

State Park Management and Operations

DCR's award winning State Park System provides a varied and robust assortment of natural, cultural, and recreational venues for the enjoyment, education, and use by Virginians and our visitors. The system encompasses thirty-four sites managed for public use and at least six additional sites are currently being acquired or developed.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$26,797,875	\$26,797,875	252.00	252.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$812,562	\$812,562	0.00	0.00
<i>Appropriate revenue from new parks facilities</i>	\$500,000	\$500,000	0.00	0.00
<i>Address state park operations and staffing needs</i>	\$1,850,000	\$1,850,000	21.00	21.00
Total for Service Area	\$29,960,437	\$29,960,437	273.00	273.00

Objective: Provide outstanding state park facilities, services and programs while protecting and promoting stewardship of the natural and cultural resources of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of excellent or good responses on the State Park Customer Satisfaction Surveys.	Virginia State Parks has employed a customer survey titled "Your Comments Count" since 1997. In FY04, the year-end result was 87.0%.	The target is to remain above 80% annually, despite the ongoing disruption from construction activities at most parks.
Increase the number of overnight visits to state parks.	Based on an average of the last 3 fiscal years (FY03, FY04, FY05), the baseline is 138,917.	The target will be a 5% (6,946) increase per year over the averaged baseline.
Increase park day use.	For FY05, total day use parking was 344,199.	3% (10,326) increase over previous year

Natural Outdoor Recreational and Open Space Resource Research, Planning, and Technical Assistance

DCR serves as the lead outdoor recreational planner for the Commonwealth and provides for the management of and planning for the protection, acquisition, improvement, and expansion of Virginia's outdoor recreation and open space resources, facilities, and services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$750,331	\$750,331	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$54,879	\$54,879	0.00	0.00
<i>Eliminate one-time spending amounts from the agency budget</i>	(\$80,000)	(\$80,000)	0.00	0.00
<i>Provide funding for development of the Captain John Smith Water Trail</i>	\$140,000	\$0	0.00	0.00
Total for Service Area	\$865,210	\$725,210	10.00	10.00

Objective: Provide timely and quality statewide outdoor recreation resource planning, information and assistance for the provisions of trails, greenways, parks, public access to state waters, Scenic Rivers, Virginia Byways, and other similar activities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of scheduled surveys, plans, and studies completed within the calendar year.	16 - based on 2004 totals	10
Number of outdoor recreation and open space conferences, workshops and training sessions held	7 workshops; 6 conferences; 38 presentations	6 workshops; 5 conferences; 40 presentations

Administrative and Support Services

DCR's Director's Office, Division of Administration, and Division of Finance provide administrative support and general management direction to support program areas. This includes human resource development and management; procurement services; information technology; public relations, environmental education and website coordination; financial and budgeting services; policy development and oversight, internal audit; legislative and regulatory services; board and foundation support; real property services; and general oversight and direction to the Agency from the Director's Office.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,911,894	\$4,911,894	43.00	43.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$272,713	\$272,713	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$237,865	\$257,528	0.00	0.00
Total for Service Area	\$5,422,472	\$5,442,135	43.00	43.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	80%	100%

Department of Environmental Quality

Mission Statement

The Department of Environmental Quality protects and enhances Virginia's environment, and promotes the health and well being of the citizens of the Commonwealth.

Agency Goals:

- Achieve focused, more efficient programs to meet or exceed environmental standards.
- Foster an informed and engaged community.
- Achieve an optimal use of current and new resources.
- Sustain an outcome oriented workforce and culture.

Customers Served:

- Agricultural producers
- Business and industry in Virginia
- Community organizations
- Educational institutions
- Environmental Education teachers
- Facilities subject to stationary source air inspection
- Hazardous waste facilities
- Homeowners with leaking heating oil tanks
- Local governments
- Regulated tank owners
- Small businesses
- Solid waste facilities
- Students
- Vehicle owners subject to emissions inspections
- Voluntary remediation program
- VPDES permittees (general)
- VPDES permittees (individual)
- Waste tire pile property owners

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$32,574,363	\$107,635,980	\$140,210,343	\$51,005,456	\$89,204,887	857.00
FY 2004	\$34,094,096	\$105,792,462	\$139,886,558	\$50,134,649	\$89,751,909	857.00
FY 2005	\$50,795,452	\$118,038,628	\$168,834,080	\$55,997,583	\$112,836,497	908.00
FY 2006	\$108,199,408	\$117,987,792	\$226,187,200	\$56,374,401	\$169,812,799	898.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$108,199,408	\$117,987,792	\$226,187,200	\$52,825,028	\$173,362,172	898.00
FY 2007 Addenda	\$161,512,115	\$3,996,463	\$165,508,578	\$5,364,542	\$160,144,036	32.00
FY 2007 TOTAL	\$269,711,523	\$121,984,255	\$391,695,778	\$58,189,570	\$333,506,208	930.00
FY 2008 Base Budget	\$108,199,408	\$117,987,792	\$226,187,200	\$52,825,028	\$173,362,172	898.00
FY 2008 Addenda	(\$68,080,451)	\$3,051,759	(\$65,028,692)	\$6,102,208	(\$71,130,900)	32.00
FY 2008 TOTAL	\$40,118,957	\$121,039,551	\$161,158,508	\$58,927,236	\$102,231,272	930.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.1 million (GF) and \$2.4 million (NGF).

► **Remove one-time spending amounts from agency budget**

Removes one-time spending amounts from the agency's budget, including funding for one-time costs associated with additional water supply planning positions; the U.S. Army Corps of Engineers Elizabeth River study; permit fee waivers; the Richmond and Lynchburg combined sewer overflow projects; and the Virginia Water Quality Improvement Fund deposits. For each year, a reduction of \$71.3 million (GF).

► **Annualize personnel costs associated with additional water supply planning positions**

Annualizes personnel costs associated with additional water supply planning positions. For each year, \$14,616 (GF).

► **Transfer appropriations and positions to the Department of Conservation and Recreation for the stormwater management program**

Transfers appropriations and positions to the Department of Conservation and Recreation for the stormwater management program. For 2007, a decrease of \$1.5 million (NGF) and 15 positions. For 2008, a decrease of \$1.5 million (NGF).

► **Provide additional support for interstate compact commissions**

Increases funds for additional support for the Interstate Commission on the Potomac River Basin and the Ohio River Valley Water Sanitation Commission. The Commonwealth of Virginia has entered into compacts with other impacted states to address the issues of regulation, control and prevention of pollution, water usage, and other environmental concerns for the Potomac River and Ohio River basins. These commissions provide a coordinating mechanism for legislation and regulations that cross jurisdictional boundaries. For 2007, \$61,132 (GF). For 2008, \$68,892 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$84,963 (GF). For 2008, \$90,786 (GF).

► **Provide additional nongeneral fund appropriation to implement an Enterprise Content Management System**

Provides additional nongeneral fund appropriation to develop and implement an Enterprise Content Management System to provide a scalable, efficient means of storing, accessing, and managing agency mission critical documents. The appropriation would be funded from the Virginia Environmental Emergency Response Fund. For 2007, \$1.2 million (NGF).

► **Provide additional nongeneral fund appropriations to implement enterprise-wide eGovernment services**

Provides additional nongeneral fund appropriations for the department to implement enterprise-wide eGovernment services. The agency's goal is to replace paper-driven, labor-intensive processes with electronic processes, thus improving the effectiveness and efficiency of its staff and thereby improving services to the general public, the regulated community, and other government agencies. The appropriations would be funded from the Virginia Environmental Emergency Response Fund. The addenda also includes four additional general fund positions to convert existing contractor positions to full-time classified positions. For 2007, \$600,000 (NGF) and four positions. For 2008, \$600,000 (NGF).

► **Provide additional nongeneral fund appropriations to enhance water quality monitoring investigations for targeted Virginia waters**

Provides additional nongeneral fund appropriations for water quality monitoring investigations in the Elizabeth and Shenandoah Rivers. The appropriations would primarily be funded from the Virginia Environmental Emergency Response Fund. The appropriations also would cover an additional position to conduct further mercury investigation in the Shenandoah River. For 2007, \$321,121 (NGF) and one position. For 2008, \$189,614 (NGF).

► **Provide additional funding to enhance water quality efforts**

Increases funds to enhance water quality efforts. The additional positions would support both the total maximum daily load (TMDL) and water quality monitoring and assessment programs. TMDLs are detailed studies that quantify the amount of pollutants entering the impaired water from the various sources and the pollutant reductions needed to attain water quality goals. One position would be for a freshwater probabilistic monitoring coordinator. For 2007, \$697,110 (GF) and nine positions. For 2008, \$660,141 (GF).

- ▶ **Provide additional funding to ensure a sustainable groundwater supply in critical management areas**
Increases funds to ensure a sustainable groundwater supply in critical management areas. Four of the positions would be responsible for permitting and two would be groundwater modelers. For 2007, \$442,422 (GF) and six positions. For 2008, \$415,746 (GF).
- ▶ **Provide additional funding to increase oversight of landfills and enhance solid waste management compliance**
Increases funds for oversight of landfills and to enhance solid waste management compliance. The volume of solid waste disposed of in the Commonwealth has increased by 52 percent since 1998. In addition, the increased demands for developable space have resulted in the construction of homes on unidentified former waste disposal sites. For 2007, \$549,852 (GF) and five positions. For 2008, \$511,218 (GF).
- ▶ **Provide additional funding to enhance Virginia Water Protection inspection and compliance program**
Increases funds to enhance the Virginia Water Protection inspection and compliance program. The funding would be for three positions, with one position assigned to the agency's central office and two positions assigned to regional offices. The department has been awarded an Environmental Protection Agency Wetland Program Implementation Pilot Grant that includes funding for 75 percent of these positions. For 2007, \$39,385 (GF), \$118,157 (NGF), and three positions. For 2008, \$55,515 (GF) and \$166,544 (NGF).
- ▶ **Provide additional support for the Chesapeake Bay Foundation**
Increases funds for the Chesapeake Bay Foundation to support Chesapeake Bay education field studies. For each year, \$50,000 (GF).
- ▶ **Provide additional nongeneral fund appropriations to implement underground storage tank requirements mandated by federal energy legislation**
Provides additional nongeneral fund appropriations and positions to implement underground storage tank requirements mandated by federal energy legislation. The new legislation requires increased inspection frequency, operator training, fuel oxygenate remediation, delivery prohibition to noncompliant tanks, and either secondary containment for tank systems or installer/manufacturer financial responsibility. For 2007, \$833,472 (NGF) and 18 positions. For 2008, \$1.2 million (NGF).
- ▶ **Capture state overmatch related to reduced federal grants**
Reduces funds used to match federal grants for the Virginia Water Facilities Revolving Fund. This reduction should not result in the loss of available federal funds. For 2007, a decrease of \$3.9 million (GF). For 2008, a decrease of \$720,000 (GF).
- ▶ **Provide additional funding for water quality improvement**
Provides additional funding for water quality improvement. Of the total funding provided, \$200.0 million will be deposited to the Virginia Water Quality Improvement Fund for point source nutrient reduction projects in all five river basins within the Chesapeake Bay watershed. This funding level will reduce nitrogen loads by 2.6 million pounds per year, or almost two-thirds of the state's 2010 point source goal included in the 2000 Chesapeake Bay Agreement. The funding also includes \$25.0 million for grants to local governments that are located outside the Chesapeake Bay watershed for point source projects (publicly owned treatment works and on-site systems) and the development of comprehensive local and regional wastewater treatment plans, preliminary engineering, and environmental reviews. The balance of the funding (\$7.5 million) will be allocated for the City of Richmond and City of Lynchburg's combined sewer overflow projects (\$3.75 million for each city). For 2007, \$232.5 million (GF).
- ▶ **Provide additional funding to investigate the potential factors resulting in fish lesions and mortality in the Shenandoah River**
Provides additional funding to investigate the potential factors resulting in fish lesions and mortality in the Shenandoah River. Funds will be used for water quality monitoring as well as evaluations of fish health. For 2007, \$200,000 (GF).

Agency Service Areas:

Land Protection Permitting

DEQ issues permits and approvals to facilities that manage solid and hazardous waste. The permits contain requirements for operating and closing a facility to prevent releases to the land and groundwater, and remediation plans to cleanup waste releases. The plan to close a facility or portion of one is called a closure plan. The remediation is known as corrective action. Waste permits are required for transportation, treatment, storage, disposal, and incineration of hazardous and solid waste.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,858,367	\$2,858,367	45.60	45.60
<i>Transfer centrally funded amounts to agency budgets</i>	\$250,259	\$250,259	0.00	0.00
Total for Service Area	\$3,108,626	\$3,108,626	45.60	45.60

Objective: Review and issue accurate, effective, defensible permits that are environmentally protective and technically achievable.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of old unlined permitted landfills that have been closed	None of the 35 facilities have been closed by the end of FY 2002	8 facilities closed by the end of FY 2008; 18 additional facilities closed during FY 2009-2012; 9 additional closed during FY 2013-2020.
Number of sites (reported to the U.S. Environmental Protection Agency) where human exposures to hazardous waste releases are controlled	47 sites had been controlled by FY 2005	57 sites controlled by FY 2008

Land Protection Compliance and Enforcement

DEQ works with EPA and facilities to manage waste effectively and to cleanup waste releases. DEQ inspects facilities that manage solid and hazardous waste. The regional solid and hazardous waste compliance staff conducts field inspections to verify adherence to permit requirements and regulations, reviews and tracks self-reporting data from facilities, and provides technical guidance to the regulated community. DEQ conducts appropriate enforcement actions in response to the continued failure or unwillingness of regulated entities to comply with federal and state regulatory requirements regarding waste management. Enforcement activities include: compelling compliance and remediation through agreements or administrative orders; imposing penalties when appropriate to recover costs, to remove the economic benefit of noncompliance, and to deter future violations; identifying and responding to criminal violations; establishing comprehensive and consistent enforcement policies to ensure that all parties receive similar treatment for similar violations; providing assistance in cases referred to the Office of the Attorney General; coordinating with the U.S. Environmental Protection Agency; assisting other federal and state agencies as necessary; and providing advice to representatives of the regulated community and other departments of DEQ regarding regulatory interpretations.

Traditionally, enforcement efforts have supported the permitting programs by ensuring that permit conditions are followed and that permitted facilities can compete on an equal basis with other entities in the marketplace. Enforcement has also sought to eliminate unpermitted activities either by terminating those activities or requiring them to obtain a permit, remediating any environmental damage that may have been done, and deterring future violations by eliminating the economic benefits of noncompliance. Enforcement activities have generally been undertaken in the following areas: all waste permit programs, including hazardous, solid and regulated medical wastes; open dumps; and other, unpermitted, waste disposal activities.

DEQ's waste remediation staff review remediation plans to clean up contaminated sites. The Federal Facilities Restoration Program remediates sites at Department of Defense and Department of Labor installations. Private sites on the National Priority List are remediated under the Superfund Program. DEQ's Brownfield Program issues letters acknowledging owners are protected from environmental liability. DEQ's Voluntary Remediation Program issues certificates of satisfactory completion to owners who cleanup their property that they are not mandated to remediate, thus removing the environmental concerns and releasing the property for resale.

The Pollution Investigation and Response activity is responsible for ensuring that the Agency appropriately assesses and responds to all pollution reports it receives, and for conducting DEQ planning and coordination necessary to ensure that the Agency meets its responsibilities in the event of an environmental emergency (primarily oil spill emergencies).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,025,918	\$5,025,918	70.80	70.80
<i>Transfer centrally funded amounts to agency budgets</i>	\$393,132	\$393,132	0.00	0.00
<i>Provide additional funding to increase oversight of landfills and enhance solid waste management compliance</i>	\$549,852	\$511,218	5.00	5.00
Total for Service Area	\$5,968,902	\$5,930,268	75.80	75.80

Objective: Achieve certain, consistent, timely compliance and enforcement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of evaluations of old solid waste disposal sites	This is a new measure. No facilities had been evaluated by the end of FY 2005	14 sites evaluated by FY 2008
Number of compliance assistance visits per year	No visits had been made through FY 2005	10 compliance assistance visits per year by FY 2008

Objective: Clean contaminated sites

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Acres cleaned up or requiring no further action	1,996 acres had been completed by the end of calendar year 2004	100 acres per year, resulting in 2,396 acres cleaned up by the end of calendar year 2008

Land Protection Outreach

The land protection outreach service area involves providing information, training, technical assistance, and support to citizens, community groups, local governments, regulated facilities, and teachers about the overall waste management and land protection programs in the Commonwealth.

DEQ works with educational organizations, business and industry, local governments, schools, interested citizens, and other organizations to inform people about environmental protection and programs. DEQ also provides technical assistance to regulated entities to help assure compliance with environmental statutes and regulations.

DEQ's primary outreach programs include: Environmental Education, Public Affairs, Litter Prevention and Recycling, Waste Tires, Pollution Prevention, and Coastal Zone Management. The Environmental Education Program provides training for community educators and classroom teachers, supports a network of volunteers and community based organizations, and promotes community involvement. The Public Affairs Program provides information to citizens and the media, maintains the agency's website, and responds to citizen inquiries. The Litter Prevention and Recycling Program provides educational, informational, and promotional support for efforts to eliminate litter and to encourage recycling in the Commonwealth. The Waste Tire Program provides support for the development of on-going waste tire management systems for localities, for end use markets for Virginia waste tire material, and for the elimination and/or clean up of illegal waste tire piles in the Commonwealth. The Pollution Prevention Program provides non-regulatory, voluntary pollution prevention assessments, training, workshops, research and information. Implementation of Virginia's Environmental Excellence Program includes a mentoring program, and financial and regulatory incentives to participating facilities.

The Virginia Coastal Management Program receives annual funding from NOAA under the federal Coastal Zone Management Act to implement and improve Virginia's laws and policies that affect coastal resources within the defined coastal zone. This zone includes all cities, counties and towns that touch on tidal waters. The program has a staff of 6 FTEs and is guided by a 25 member interagency Coastal Policy Team. DEQ serves as the lead agency for this networked program of state agencies and local governments. By virtue of having a federally approved coastal zone management program, Virginia has the authority to require that federal actions be consistent with the state's enforceable, incorporated coastal laws. DEQ's Environmental Impact Review Program coordinates the Commonwealth's review of Environmental Impact Reports for major state projects, federal documents developed pursuant to the National Environmental Policy Act, permits for construction or expansion of public airports or runways, permits to drill for oil or gas in Tidewater, environmental documents addressing the exploration for and extraction of minerals on state-owned lands, and other federal intergovernmental reviews. DEQ reviews federal actions (direct, indirect, and federally funded) which affect Virginia's Coastal Zone to ensure consistency with the Virginia Coastal Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,173,926	\$3,173,926	7.50	7.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$46,907	\$46,907	0.00	0.00
Total for Service Area	\$3,220,833	\$3,220,833	7.50	7.50

Objective: Increased education, outreach and participatory opportunities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Virginia Naturally partners	370 partners at the end of calendar year 2004	700 members by calendar year 2006; 1,000 members by calendar year 2008
Percentage of schools passing 8th grade Earth Science SOLs	71% during calendar year 2004	85% by calendar year 2008; 95% by calendar year 2012
Total number of facilities in good standing with the Virginia Environmental Excellence Program	197 at the end of FY 2005	300 facilities by the end of FY 2008

Land Protection Planning and Policy

The land protection planning and policy service area involves the development and implementation of the overall waste management and remediation programs for the Commonwealth of Virginia to provide cleaner lands for its citizens.

This is accomplished through the coordinated efforts of regulatory development and planning, data analysis, policy and program development, and litter control and recycling staff. These groups work in concert to improve the understanding of waste management and land resource conditions provide information to the public and to decision-makers, assist in developing policies, formulate plans and strategies to reduce waste and contamination, improve land resources, strive towards implementation of the waste management hierarchy, and protect the Commonwealth's land resources. These programs also help to ensure the Commonwealth meets the many state and federal mandates related to waste management.

The Virginia Coastal Management Program receives annual funding from NOAA under the federal Coastal Zone Management Act to implement and improve Virginia's laws and policies that affect coastal resources within the defined coastal zone. This zone includes all cities, counties and towns that touch on tidal waters. By virtue of having a federally approved coastal zone management program, Virginia has the authority to require that federal actions be consistent with the state's enforceable, incorporated coastal laws. DEQ's Environmental Impact Review Program coordinates the Commonwealth's review of Environmental Impact Reports for major state projects, federal documents developed pursuant to the National Environmental Policy Act, permits for construction or expansion of public airports or runways, permits to drill for oil or gas in Tidewater, environmental documents addressing the exploration for and extraction of minerals on state-owned lands, and other federal intergovernmental reviews. DEQ reviews federal actions (direct, indirect, and federally funded) which affect Virginia's Coastal Zone to ensure consistency with the Virginia Coastal Program.

Reports from the regulated community under the Emergency Planning and Community Right-to-Know Act are received and managed for: (1) emergency releases of chemicals reportings (Section 304); (2) Material Safety Data Sheets (MSDSs) of lists of MSDS chemicals (Section 311); (3) Emergency and Hazardous chemical reporting - Tier I/Tier/II (Section 312); (4) and the Toxic Release Inventory (TRI) reportings (Section 313). This information is made available to any citizen exercising his/her right-to-know what kinds and amounts of hazardous/toxic materials are stored, processed, generated, used, or released in the community. Support is provided to the Virginia Emergency Response Council (VERC); to conduct TRI data QA/QC and make data quality check against USEPA TRI data; to compile and publish annual Virginia TRI Summary Report by March of each year.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$142,316	\$142,316	2.30	2.30
<i>Transfer centrally funded amounts to agency budgets</i>	\$12,053	\$12,053	0.00	0.00
Total for Service Area	\$154,369	\$154,369	2.30	2.30

Objective: Provide proactive policy, comprehensive planning, and effective program development

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of planning units meeting the required recycling rate	48% (46 of 95) planning units met the specified recycling rate during calendar year 2004	90% of planning units meet the specified recycling rate by the end of calendar year 2008

Water Protection Permitting

Permitting for water protection involves the issuance of Virginia Pollution Discharge Elimination System (VPDES) permits and Virginia Pollution Abatement (VPA) permits for discharges of pollutants to state waters; Virginia Water Protection (VWP) permits for impacts to wetlands and streams related to development activities or surface water withdrawals; and Ground Water Withdrawal (GWW) permits for significant withdrawals from ground water in designated ground water management areas.

VPDES program authority is delegated by the Environmental Protection Agency (EPA) to Virginia in order to implement provisions of the Clean Water Act and ensuing regulations. Virginia State Water Control Law is also enforced through this program and its regulations. VPDES permits are issued to point source dischargers of wastewater in order to control discharged pollutants to the degree necessary to protect State waters. DEQ also operates a Pretreatment Program under VPDES to treat the toxic, hazardous and concentrated pollutants discharged as a result of industrial manufacturing processes. Pretreatment is the treatment of industrial wastewater at the industrial facility itself, before the wastewater is discharged into the local sewer system. The protection is achieved by regulating the non-domestic user of the municipal treatment works, commonly called industrial users or indirect dischargers.

The VPA permit program implements Virginia law for managing pollutants where there is no point source discharge but a potential impact to State waters exists. The most common activity regulated by this permit is land application of solid or liquid wastes.

The VWP permit program implements Virginia law to regulate activities involving fill and excavation in wetlands and streams and the withdrawal of surface water to assure maintenance of state waters at such quality as will protect or enhance all beneficial uses. The VWP permit program is also Virginia's 401 Certification program under the Clean Water Act.

The GWW permit program implements Virginia law to designate ground water management areas and to regulate the withdrawal of ground water within these areas to assure that all existing lawful users can maintain their uses into the future. Withdrawals in excess of 300,000 gallons per month are required to apply for and receive a permit prior to initiation of withdrawal.

The Wastewater Engineering staff reviews designs and plans for the construction, expansion or operation of a sewerage system or sewage treatment works which will have a potential discharge or actual discharge to state waters, as required to be submitted by such owner in application for a certificate from the State Water Control Board. After the certificate has been issued or amended by the Board, the owner must acquire from DEQ: (i) authorization to construct the systems or works for which the Board has issued a discharge certificate and (ii) upon completion of construction, authorization to operate the sewerage system or sewage treatment works (including the appropriate permit fee), obtained in accordance with regulations promulgated by the State Water Control Board.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,458,805	\$8,458,805	127.95	127.95
<i>Transfer centrally funded amounts to agency budgets</i>	\$670,381	\$670,381	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$35,000)	(\$35,000)	0.00	0.00
<i>Transfer appropriations and positions to the Department of Conservation and Recreation for the stormwater management program</i>	(\$576,379)	(\$576,379)	-7.00	-7.00
<i>Provide additional funding to enhance Virginia Water Protection inspection and compliance program</i>	\$157,542	\$222,059	3.00	3.00
Total for Service Area	\$8,675,349	\$8,739,866	123.95	123.95

Objective: Review and issue accurate, effective, defensible permits that are environmentally protective and technically achievable.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Virginia Pollution Discharge Elimination System (VPDES) permits in current status	95% of VPDES permits in current status during FY 2005	Maintain 99% of permits in current status by FY 2008
Net change in non-tidal wetlands acreage	A 91 acre net loss of existing wetlands observed during calendar year 2004	Report a net loss of less than 91 acres each year through FY 2008

Water Protection Compliance and Enforcement

The purpose of this service area is to ensure that facilities regulated by DEQ are in compliance with water protection requirements. Compliance activities involve inspecting permitted facilities that discharge to state waters to determine if they are adhering to the conditions of their permit and inspecting storage tank facilities to determine regulatory operational requirements. While minor corrective actions can be taken outside of formal enforcement, sometimes compliance activities result in formal enforcement actions to ensure that corrective actions are taken and remediation occurs.

Through regulation, inspection and approval of contingency plans, conducting or overseeing cleanup operations at sites contaminated by petroleum products, and assessing and responding to reported pollution incidents, DEQ seeks to reduce the number and severity of leaks from underground and aboveground storage tanks. Underground and aboveground petroleum storage tanks are required by law and regulation to meet operational and construction requirements for the early detection and prevention of leaks. DEQ accepts and maintains registration records of approximately 38,000 active regulated storage tanks; conducts compliance inspections at storage tank facilities; reviews and approves contingency plans for potential oil spills; and provides technical assistance to tank owners. The cleanup activity requires remediation of the many sites in Virginia that are contaminated by petroleum products each year (approximately 1500/year). As part of site corrective action clean water is provided to individuals with petroleum contaminated water supplies. The DEQ determines the Responsible Party (RP) and ensures that the RP performs proper site remediation. DEQ provides guidance on the extent of site characterization to be done, reviews characterization reports, requires cleanup activity appropriate to the environmental and health risks posed by the contamination and monitors cleanup progress. Where the RP of a petroleum release cannot be determined or is unable to correct the problem, DEQ conducts state-led investigations and cleanups. The Pollution Investigation and Response activity is responsible for ensuring that the Agency appropriately assesses and responds to all pollution reports it receives, and for conducting DEQ planning and coordination necessary to ensure that the Agency meets its responsibilities in the event of an environmental emergency (primarily oil spill emergencies).

Inspections of VPDES permitted facilities will assure permit compliance and improve and protect water quality of Virginia's surface waters. DEQ conducts onsite inspections of facilities having Virginia Pollution Discharge Elimination System (VPDES) permits for their discharges of pollutants to state waters. These facilities are required to monitor their discharge for compliance with their permit conditions and report the results to DEQ on a routine basis. DEQ inspects the approximately 1400 individual VPDES permit facilities and approximately 3500 general VPDES permit facilities for compliance with their self monitoring requirements. DEQ also validates VPDES self-monitored data, with the goal of protecting high quality waters and returning impacted waters to fishable and swimmable.

This service area also provides for reimbursing costs incurred by tank owners in cleaning up oil contamination, and assessing and responding to reported pollution incidents. The Reimbursement activity funds cleanups under the provisions of the Virginia Petroleum Storage Tank Fund (Fund). The Fund provides money for reimbursing RPs, for the reasonable and necessary costs they incur while conducting petroleum cleanups. DEQ processes claims for cleanup and reimburses tank owners based upon eligibility, necessity, and reasonableness determinations. It also provides the budgeting, tracking, and other administrative functions required for the day to day operation of the Fund itself.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,032,574	\$15,032,574	179.75	179.75
<i>Transfer centrally funded amounts to agency budgets</i>	\$935,475	\$935,475	0.00	0.00
<i>Transfer appropriations and positions to the Department of Conservation and Recreation for the stormwater management program</i>	(\$923,621)	(\$923,621)	-8.00	-8.00
<i>Provide additional nongeneral fund appropriations to implement underground storage tank requirements mandated by federal energy legislation</i>	\$833,472	\$1,209,888	18.00	18.00
Total for Service Area	\$15,877,900	\$16,254,316	189.75	189.75

Objective: Provide certain, consistent and timely compliance and enforcement

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of facilities in significant noncompliance	96% during Federal fiscal year 2005 (6 facilities reported out of 160 major facilities)	Maintain the current 96% rate of compliance.

Water Protection Outreach

The water protection outreach service area involves providing information, training, technical assistance, and support to citizens, community groups, local governments, regulated facilities, and teachers about water resources protection and environmental protection programs in the Commonwealth. DEQ works with educational organizations, business and industry, local governments, schools, interested citizens and organized groups to inform people about watersheds the protection and restoration of Virginia's water quality and water resources. DEQ's outreach activities also provide technical assistance and training to regulated entities to help assure compliance with environmental statutes and regulations.

DEQ's primary water protection outreach programs include: Environmental Education, Public Affairs, Wastewater Treatment Plant Operator Assistance, Wastewater Treatment Plant Construction Assistance, Citizen Monitoring, Pollution Prevention, Environmental Impact Review, and Coastal Zone Management.

The Environmental Education Program provides training for community educators and classroom teachers, supports VA Naturally (a network of volunteers and community based organizations), and promotes community involvement.

The Public Affairs Program provides information to citizens and the media, maintains the agency's website, and responds to citizen inquiries.

The Wastewater Treatment Operator Assistance and Construction Assistance Programs provides training and technical assistance to owners and operators of publicly and privately owned waste water treatment facilities.

The Pollution Prevention Program provides non-regulatory, voluntary pollution prevention assessments, training, workshops, research and information to assist facilities in reducing their environmental foot-print.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,108,405	\$2,108,405	29.60	29.60
<i>Transfer centrally funded amounts to agency budgets</i>	\$166,406	\$166,406	0.00	0.00
<i>Provide additional support for the Chesapeake Bay Foundation</i>	\$50,000	\$50,000	0.00	0.00
Total for Service Area	\$2,324,811	\$2,324,811	29.60	29.60

Objective: Increase education, outreach, and participatory opportunities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of educators attending environmental education professional development training programs	2,000 educators attending per year, during calendar years 2002-2004	8,000 educators continuing to attend per year, for FY 2006 through FY 2008
Percentage of schools passing 8th grade Earth Science SOLs	71% of Virginia schools passing during calendar year 2004	95% of Virginia schools passing by calendar year 2008
Total number of facilities in good standing with the Virginia Environmental Excellence program.	197 at the end of FY 2005	300 facilities by the end of FY 2008
Percentage reduction in nutrient discharges at optimized facilities	This is new initiative. The levels observed during FY 05 will become the baseline.	Achieve a 10% reduction in optimized facility nutrient discharges by FY 2008.

Water Protection Planning and Policy

State and federal requirements for water quality and water resource plans and regulations have substantially increased in recent years to address areas that do not meet water quality standards, to restore the Chesapeake Bay, and to ensure a safe and adequate drinking water supply for all Virginians.

The water protection planning and policy service area involves the development and implementation of the overall water quality improvement and water resources protection programs for the Commonwealth. The basic approach to the water quality and water resources planning process is to:

- Examine water quality across the Commonwealth
- Identify areas where water quality needs improvement or water resources are stressed
- Develop and implement strategies to reduce pollution enough to bring about the necessary improvements to water quality or to manage the demands placed upon the water resources to ensure beneficial uses are protected
- Evaluate progress and ensure that the resulting water quality and water resources improvements remain in the future

This is accomplished through the coordinated efforts of DEQ water supply planning, ground water management, water quality planning, water quality research, regulatory development, and policy and program development staff. These groups work in concert to improve the understanding of ground water and surface water conditions, provide information to the public and to decision-makers, assist in developing policies, formulate plans and strategies to reduce water pollution, improve water quality, protect wetlands, and ensure every person in the Commonwealth has access to a safe and adequate water supply. These programs also help to ensure the Commonwealth meets the many state and federal mandates that promote water quality.

Water quality research initiatives include the water quality standards program and biological risk assessment activities. Water quality standards are the regulatory yardsticks against which we measure the water quality required to protect both aquatic life and the health of the citizens of the Commonwealth. This regulation consists of both narrative and numerical criteria and designated uses of state waters. Water quality standards serve as the regulatory basis for setting appropriate permit limits for the discharges to state waters under DEQ's water permitting programs. In addition, we compare our water monitoring data to the water quality standards to determine if the water quality is being maintained and to assess water quality for federal reporting requirements.

The biological risk assessment program involves three statewide monitoring programs (macroinvertebrate biomonitoring, fish tissue and sediment risk assessment, and lake monitoring) and the James River kepone fish tissue monitoring program. Information from the biological monitoring activities along with water chemistry information is used to assess whether current surface water quality is sufficient to support the designated uses specified in the water quality standards regulation for that water body. The results of these collections are summarized in the state water quality assessment report to Congress required under the Clean water Act. This information is also used by the regional staff in establishing water quality limited segments and assessments needs. Additionally, the Virginia Health Department uses the Kepone and statewide tissue monitoring information in establishing fishing health advisories and bans. Furthermore, the information collected from lake monitoring is also used to establish a priority ranking list of publicly owned lakes eligible for restoration grant funds under the Clean Water Act. It also serves as a basis for regulatory designation of nutrient enriched waters to control phosphorus in the permitted effluents.

Water Quality Planning consists of the following 4 components:

1. The 303(e) Continuing Planning Process;
2. The 303(d) Total Maximum Daily Load (TMDL) Priority List;
3. The development of TMDL regulations; and
4. The 303(e) Water Quality Management Plans.

The 303(e) Continuing Planning Process describes all of Virginia's water quality programs involved with attaining and maintaining the water quality of the waters of the Commonwealth.

The 303(d) TMDL Priority List identifies and describes the waters in the state which need TMDLs. These are waters which violate Virginia's water quality standards and waters that receive effluent from treatment facilities which are scheduled to install advanced treatment to maintain water quality.

Virginia is required to develop TMDLs within 12 years for all waters listed on the biennial 303(d) TMDL Priority List. The TMDLs have an extensive public participation process and are adopted by the state water Control Board as regulations.

The 303(e) Water Quality Management Plans are the repository of the TMDLs and the TMDL implementation plans for attaining and maintaining water quality standards.

Additionally, funding is included to support the Commonwealth's required membership in the Ohio River Basin Sanitation Commission (ORSANCO) and the Interstate Commission on the Potomac River Basin (ICPRB) interstate compacts. These interstate compacts enhance cooperative planning for the resource management of these watersheds.

The Environmental Impact Review Program coordinates the Commonwealth's review of Environmental Impact Reports for major state or federal projects, construction or expansion of public airports or runways, oil or gas drilling in Tidewater, the exploration for and extraction of minerals on state-owned lands, and other federally required. The Virginia Coastal Program receives annual funding from NOAA to implement and improve its laws and policies that affect coastal resources within the defined coastal zone. This zone includes all cities, counties and towns that touch on tidal waters and all coastal waters out to the 3 mile territorial sea boundary. DEQ serves as the lead agency for this networked program of state agencies and local governments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,546,061	\$5,546,061	46.70	46.70
<i>Transfer centrally funded amounts to agency budgets</i>	\$244,925	\$244,925	0.00	0.00
<i>Annualize personnel costs associated with additional water supply planning positions</i>	\$14,616	\$14,616	0.00	0.00
<i>Provide additional support for interstate compact commissions</i>	\$61,132	\$68,892	0.00	0.00
<i>Provide additional funding to ensure a sustainable groundwater supply in critical management areas</i>	\$442,422	\$415,746	6.00	6.00
Total for Service Area	\$6,309,156	\$6,290,240	52.70	52.70

Objective: Provide proactive policy, comprehensive planning, and effective program development

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of local planning grants	This is a new measure. FY 06 funding is anticipated to support between 6 and 12 grants	Support 20 grants during the biennium.
Number of localities actively working on the development of water supply plans	This is a new measure. Regulations adopted on June 28, 2005 will become the baseline.	26 localities actively working on the development of water supply plans by the end of FY08
Number of waters removed from the Impaired Waters List	The 2002 Virginia Impaired Waters List contained 1,430 waters. 283 waters have been removed from the list as of 6/30/2005.	Remove 194 waters from the list during FY 06 (total 477); remove 233 additional waters by FY 2008 (total 710); remove the remaining 720 waters by FY 2010.

Water Protection Monitoring and Assessment

State waters are monitored on a routine basis in order to assess their physical, chemical and biological quality to ensure that water quality standards are met and that waters are suitable for all aquatic uses. Chemical, benthic, and/or fish tissue data from surface waters are collected throughout Virginia at over 3,500 locations. These data are assessed (i.e. compared to state water quality standards) enabling a determination of whether water quality supports, or does not support, the historical (designated) uses available to benefit the public at large. Also included is targeted monitoring to determine if nutrient reductions requirements set forth by the Virginia Tributary Strategies to restore and protect the quality of the Chesapeake Bay and its tidal rivers are being met.

Surface water quantity data are used to process discharge permits, develop Total Maximum Daily Loads, evaluate water quality data, determine safe yields of water sources to support water supply planning activities, aide in the design of bridges and intake structures, and indicate the severity of a flood or drought. Part of the data collection effort includes conducting stream flow measurements during floods and droughts.

Groundwater data collected provides an indication of the impacts of numerous withdrawals on ground water resources, basic information to support water supply planning activities, and further indications of drought severity. The data are used to calibrate and verify the Coastal Plain Groundwater Model that is used to support the Groundwater Withdrawal Permitting Program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,478,687	\$6,478,687	58.50	58.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$300,737	\$300,737	0.00	0.00
<i>Provide additional nongeneral fund appropriations to enhance water quality monitoring investigations for targeted Virginia waters</i>	\$321,121	\$189,614	1.00	1.00
<i>Provide additional funding to enhance water quality efforts</i>	\$697,110	\$660,141	9.00	9.00
<i>Provide additional funding to investigate the potential factors resulting in fish lesions and mortality in the Shenandoah River</i>	\$200,000	\$0	0.00	0.00
Total for Service Area	\$7,997,655	\$7,629,179	68.50	68.50

Objective: Enhance monitoring and assessment

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of watersheds for which a surface water assessment has been conducted	873 of 1244 watersheds assessed by FY 2005	Conduct an additional 27 assessments by FY 2008 (900 total); another 200 by FY 2013 (total 1,100); and the final 144 by FY 2020 (total 1,244)

Air Protection Permitting

The air permitting service area issues permits for companies to construct and operate in a manner that will protect, maintain and improve air quality without discouraging economic development in the Commonwealth of Virginia. Permit writers work with companies and citizens to assure that when a company constructs or modifies a facility, the amount of pollution that will be released into the air will be minimized to the extent possible. After construction, operating permits are issued to companies to guarantee they will continue to operate in compliance with all requirements to protect the health of Virginia citizens and air quality.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,416,848	\$5,416,848	86.05	86.05
<i>Transfer centrally funded amounts to agency budgets</i>	\$469,484	\$469,484	0.00	0.00
Total for Service Area	\$5,886,332	\$5,886,332	86.05	86.05

Objective: Renew and issue accurate, effective, timely, and defensible permits that are environmentally protective and technically achievable.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cumulative tons of emissions avoided through the permitting process	6,353 tons avoided during FY 2005	Maintain at least 6,353 tons of emissions avoided through FY 2008.
Number of minor sources measured for emissions	330 sources measured during FY 2005	1,500 sources measured during FY 2008
Number of minor New Source Review permits issued within 180 days of application	305 of 317 (96%) of permits issued within 180 days during FY 2005	98% of permits issued within 180 days, by FY 2008

Air Protection Compliance and Enforcement

The air compliance and enforcement regional staff conduct field inspections of stationary sources of air pollution, to evaluate compliance with all applicable state and federal regulations. The approach includes an evaluation of all permit requirements, self-reporting data from facilities, continuous monitoring equipment, air pollution control equipment, and visible stack emissions.

When discrepancies are discovered, staff utilizes agency policies to pursue a timely and appropriate enforcement response. This enforcement response enables DEQ to bring a facility back into compliance in an expeditious manner, which reduces the overall impact on the environment.

In Northern Virginia, vehicle emissions are the single greatest source of air pollution. The DEQ vehicle Inspection and Maintenance (I&M) program reduces ozone forming pollutants, by requiring tail-pipe emissions testing on all vehicles. Vehicles that fail to pass an emissions test, are required to be repaired, then re-tested.

These program areas also serve to meet the many mandates that promote clean air at the federal and state levels.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,168,457	\$5,168,457	83.55	83.55
<i>Transfer centrally funded amounts to agency budgets</i>	\$429,039	\$429,039	0.00	0.00
Total for Service Area	\$5,597,496	\$5,597,496	83.55	83.55

Objective: Develop and implement all necessary plans, policies, and related programs necessary to improve air quality in the Commonwealth and provide cleaner air for its citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of stationary source air evaluations found fully compliant	100% of the 338 active operating facilities inspected during the FY 2003-2004 biennium	Maintain the 100% inspection rate on active operating facilities during FY 05-06, and FY 07-08.
Percentage of mobile source vehicles inspected	745,477 of 1,632,701 (46%) registered vehicles inspected during FY 2004	Maintain or exceed the 46% of vehicle inspections through FY 2008
Percentage of enforcement actions that require greater than 270 days to resolve	Not yet available; this is a new measure. The first quarter of FY 06 will be used as the baseline.	Maintain the percentage of enforcement actions which require greater than 270 days to resolve at or below 10% by FY 2006; maintain the 10% or lower rate thereafter.

Air Protection Outreach

The air protection outreach service area involves providing information, training, technical assistance, and support to citizens, community groups, local governments, regulated facilities, and teachers about the air quality and air quality protection programs in the Commonwealth. DEQ works with educational organizations, business and industry, local governments, schools, interested citizens, and other organizations to inform people about air quality and environmental protection and programs. DEQ also provides technical assistance to regulated entities to help assure compliance with environmental statutes and regulations.

DEQ's primary air protection outreach programs include: Environmental Education, Public Affairs, Small Business Assistance, and Pollution Prevention. The Environmental Education Program provides training for community educators and classroom teachers, supports a network of volunteers and community based organizations, and promotes community involvement. The Public Affairs Program provides information to citizens and the media, maintains the agency's website, and responds to citizen inquiries. The Pollution Prevention Program provides non-regulatory, voluntary pollution prevention assessments, training, workshops, research and information. Implementation of Virginia's Environmental Excellence Program includes a mentoring program, and financial and regulatory incentives to participating facilities. DEQ's Environmental Impact Review Program coordinates the Commonwealth's review of Environmental Impact Reports for major state and federal projects, construction or expansion of public airports or runways, drilling for oil or gas in Tidewater, the exploration for and extraction of minerals on state-owned lands, and other federal intergovernmental reviews.

DEQ's air protection outreach service are also includes the Small Business Assistance Program (SBAP) to educate small businesses on their responsibilities under air quality programs, provide technical assistance, identify cost-effective compliance options and pollution prevention alternatives, and assist in resolving disputes with the agency.

Loans to effect air compliance and implement pollution prevention are also available through the Small Business Environmental Compliance Assistance Fund (SBECAF). Through the support of the Department of Business Assistance, the Small Business Assistance Program manages this loan fund providing low interest loans (3%) up to \$100,000 for voluntary purchase and installation of equipment necessary for air compliance, voluntary implementation of pollution prevention projects, and/or implementation of voluntary agricultural best management practices. DEQ provided the initial funds for the SBECAF by transferring money from the Virginia Environmental Emergency Response Fund.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$297,786	\$297,786	4.60	4.60
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,462	\$23,462	0.00	0.00
Total for Service Area	\$321,248	\$321,248	4.60	4.60

Objective: Increase education, outreach, and participatory opportunities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Small Business Environmental Compliance Assistance Fund loans with a 25% reduction in emissions per loan request	4 existing loans with a 25% reduction in emissions per loan request in FY 2005	Maintain the rate of 4 loans per year with a 25% reduction in emissions per loan request through FY 2008
Number of businesses/people reached through compliance assistance activities	Assistance was provided to an average of 28,000 businesses and/or people during calendar year 2004	30,000 businesses/people reached and one major targeted outreach per year, by calendar year 2008 and thereafter.
Total number of facilities in good standing with, and continuing to meet, Virginia Environmental Excellence Program requirements	197 facilities at the end of FY 2005	300 facilities by the end of calendar year 2006; maintain this number through FY 2008
Number of Virginia Naturally partners	370 facilities at the end of FY 2004	700 partners by the end of FY 2006; 1000 partners by FY 2008.

Air Protection Planning and Policy

The air protection planning and policy service area involves the development and implementation of the overall air quality improvement program for the Commonwealth of Virginia to provide cleaner air to its citizens. The basic approach to the air quality planning process is to:

- Examine air quality across the Commonwealth
- Identify areas where air quality needs improvement
- Inventory the sources contributing to the problem
- Determine the degree of air quality improvement needed
- Develop and implement strategies to reduce emissions from the contributing sources enough to bring about the necessary improvement in air quality
- Evaluate progress and ensure that the resulting air quality improvement remains in the future

This overall process is accomplished through the coordinated efforts of DEQ air policy, planning, data analysis, regulatory development groups. These groups work in concert to formulate policies and then turn them into plans and strategies to reduce air pollution and improve air quality. This program area also serves to meet the many mandates that promote clean air at the federal and state levels.

DEQ's Environmental Impact Review Program coordinates the Commonwealth's review of Environmental Impact Reports for major state and federal projects, construction or expansion of public airports or runways, drilling for oil or gas in Tidewater, the exploration for and extraction of minerals on state-owned lands, and other federal intergovernmental reviews.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,634,584	\$2,634,584	23.50	23.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$139,580	\$139,580	0.00	0.00
Total for Service Area	\$2,774,164	\$2,774,164	23.50	23.50

Objective: Develop and implement all necessary plans, policies, and related programs necessary to improve air quality in the Commonwealth and provide cleaner air for its citizens.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of days when ozone levels are above the 8-hour ozone standard	73 ozone exceedence days measured during calendar year 2003	Reduce the number of days to 37 per year (a 50% reduction), by calendar year 2008
Statewide annual average fine particulate matter concentrations	13.1 micrograms per cubic meter collected during calendar year 2003	12.45 micrograms per cubic meter (5% reduction) by calendar year 2008.

Air Protection Monitoring and Assessment

The collection, assessment, and dissemination of ambient air quality data from across the Commonwealth is the most important means of informing the public and decision makers about the potential health impacts related to air quality, and identifying areas with poor air quality needing improvements.

- The air monitoring network provides the data that establishes the foundation or basis for all air quality management programs necessary to meet both national ambient air quality standards and federal Clean Air Act requirements.
- Data are collected for both criteria and toxic air pollutants.
- Data for ozone and fine particles are collected continuously and reported to the public in real time to indicate the levels of pollution for these pollutants.
- Data for ozone and fine particles are further analyzed to develop forecasts of future air quality levels and to issue health advisories when air quality is poor or unhealthy in a given area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,715,120	\$1,715,120	22.60	22.60
<i>Transfer centrally funded amounts to agency budgets</i>	\$110,471	\$110,471	0.00	0.00
Total for Service Area	\$1,825,591	\$1,825,591	22.60	22.60

Objective: Improve air monitoring network and data assessment capability

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of air monitoring instruments replaced or upgraded	2004 air monitoring network inventory: 55 gas cylinder regulators, 239 monitoring instruments, 58 calibrators, data acquisition system supporting 40 monitoring stations; 3 toxic monitoring sites, 2 Photochemical Assessment Monitoring Stations (PAMS)	By 2008 complete planned upgrades to the air monitoring network by replacing and/or adding 70 monitoring instruments, 38 calibrators, and 55 gas cylinder regulators; upgrading the data acquisition system at 18 stations, and other modifications as needed
Number of new air monitoring stations	2004 air monitoring network and instrumentation inventory, as described in measure 51329.01.01	Install and operate two new monitoring stations: one research station in the Charlottesville area and one in the South Central Virginia area by FY 08

Financial Assistance for Environmental Resources Management

The agency provides grants to citizen water monitoring organizations. These funds are used to cover supplies, equipment, lab analysis, and some travel costs for participating organizations. In return, data collected by participating organizations is used by the agency to assess the quality of surface waters in water bodies not concurrently monitored by the agency.

DEQ serves as a conduit for the allocation of federal assistance provided to states that commit to specific activities for the purpose of preventing, reducing, and eliminating water pollution. Funding is provided to conduct special water quality studies under §604(b) of the federal Clean Water Act. These studies tend to be long-term or geographically broad based and usually are used to define pollution problems and propose remedies. Federal statute requires that at least 40% of the funding be allocated to regional public comprehensive planning organizations in conducting these studies.

DEQ also provides support through the Clean Air Act §105 assistance program to certain local governments who provide air monitoring and planning assistance.

The waste tire component of this service area includes 2 primary activities: the cleanup of eligible (certified) waste tire piles and support of the infrastructure for the recycling of waste tires from both tire pile cleanups and “current flow” tires, the 5,500,000 tires generated every year through tire replacements, typically at retail tire stores. All services are supported by the recycling fee paid on the retail sale of replacement vehicular tires and deposited into the Waste Tire Trust Fund, administered by DEQ. The 1989 General Assembly created the Trust Fund and set the fee at \$0.50 per tire. Prior to 1989, most “current flow” waste tires were landfilled or dumped into the piles, due to the lack of waste tire recyclers in Virginia. To better manage this material, the development of a recycling infrastructure was proposed. First, the 1993 General Assembly authorized the waste tire “end user reimbursement” program, to create incentives for the establishment of additional waste tire processors and end users of the resulting recycled rubber. Next, DEQ created a waste tire hauler registration system and a waste tire manifest system to track waste tire flows and to discourage additional waste tire dumping. While both systems are voluntary, their use in Virginia is almost universal as reimbursement payments are tied to proper documentation, which both systems can provide. The average of \$2 million paid in reimbursements per year has increased the infrastructure from 1 to 10 in-state processors and 25 end users. In addition, there are 70 registered waste tire haulers and 50 public waste tire collection sites. As a result, the overall tire recycling rate has increased from less than 5% in 1989 to almost 90% today.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,089,340	\$8,089,340	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$56,600	\$56,600	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$4,025,000)	(\$4,025,000)	0.00	0.00
<i>Provide additional funding for water quality improvement</i>	\$32,500,000	\$0	0.00	0.00
Total for Service Area	\$36,620,940	\$4,120,940	0.00	0.00

Objective: Provide an enhanced monitoring and assessment program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of additional stream miles assessed through financial assistance to volunteer monitoring organizations	No miles were assessed during FY 2002 using citizen data	1,500 stream miles assessed by FY 08; 3,000 total stream miles assessed by FY 2010

Objective: Clean contaminated sites

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of identified tire piles cleaned up	996 (85%) of currently identified tire piles cleaned up by the end of FY 05	1,058 (90%) of currently identified tire piles cleaned up by FY 08.
Percentage of current tire flow recycled	95% of current flow recycled during FY 05	Maintain current flow of 95% recycling through FY 08.

Virginia Water Facilities Revolving Fund Loans and Grants

This service area administers the Virginia Clean Water Revolving Loan Fund (VCWRLF). The VCWRLF is capitalized through annual federal grants and 20% state match with additional funds available from repayments from previous loans and investment earnings. Products and services include providing low interest loans and associated financial assistance services to local governments, farmers, corporations, and non profit organizations for clean water projects. Clean Water project types include wastewater collection and treatment, structural agricultural best management practices, Brownfield remediation, and land conservation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$27,133,405	\$27,133,405	0.00	0.00
<i>Capture state overmatch related to reduced federal grants</i>	(\$3,900,000)	(\$720,000)	0.00	0.00
Total for Service Area	\$23,233,405	\$26,413,405	0.00	0.00

Objective: Improve and protect the water quality of the Commonwealth by financing projects which enhance wastewater treatment, reduce polluted runoff from agricultural operations, remediate Brownfield sites, and conserve land in environmentally critical areas.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of funds directed to projects on waters considered "Impaired"	DEQ has not previously calculated this measure; FY 2005 levels will be used as the baseline.	60% of VCWRLF directed to these projects by FY 2008

Objective: Maximize the return on investment and leveraging of available resources to create additional funds for use by the program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Virginia Clean Water Revolving Loan Fund annual return on investment	A 200% return on investment was achieved during 2004	210%return on investment by 2008

Financial Assistance for Coastal Resources Management

The Virginia Coastal Management Program receives annual funding from NOAA under the federal Coastal Zone Management Act to implement and improve Virginia's laws and policies that affect coastal resources within the defined coastal zone. This zone includes all cities, counties and towns that touch on tidal waters and all coastal waters out to the 3 mile territorial sea boundary.

The program has a staff of 6 FTEs and is guided by a 25 member interagency Coastal Policy Team. The Team represents agencies which implement programs aimed at ensuring that critical land and water uses in the coastal zone are subject to Commonwealth regulation. DEQ serves as the lead agency for this networked program of state agencies and local governments.

By virtue of having a federally approved coastal zone management program, Virginia has the authority to require that federal actions be consistent with the state's enforceable, incorporated coastal laws.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,082,588	\$2,082,588	0.00	0.00
Total for Service Area	\$2,082,588	\$2,082,588	0.00	0.00

Objective: Provide proactive policy, comprehensive planning, and effective program development

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of funds awarded in accordance with priorities identified in 5-year funding strategy	100% of the items described in the needs assessment and strategy completed in 2001. This report will be used as the baseline when measuring changes for the 2005/2006 needs assessment and strategy.	100% of the items described

Objective: Restore underwater habitats on Virginia's Eastern Shore

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Acres of submerged aquatic vegetation planted	This is a new measure. The annual count will begin at 0.	A total 30 acres SAV planted by FY 2008.

Litter Control and Recycling Grants

This service area provides annual no-match cash grants to Virginia's 325 local governments to support the costs of their litter control and recycling programs.

Each year, DEQ distributes application materials to all localities, receives and processes applications and then distributes the funds based on annual General Assembly appropriations into the Litter Control and Recycling Fund and an allocation formula adopted by the Litter Control and Recycling Fund Advisory Board ("Fund Board"). Grants are released once the locality submits its Performance and Accounting ("P&A") report from the previous year's grant. Data from these reports are compiled into the annual P&A Report, which summarizes the collective achievements of localities using these funds.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,710,000	\$1,710,000	0.00	0.00
Total for Service Area	\$1,710,000	\$1,710,000	0.00	0.00

Objective: Prevent litter and recycle solid wastes

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of localities receiving grant benefits	301 of 324 localities (93%) received grant benefits during FY 2006	98% of localities receiving grant benefits by FY 2008

Virginia Water Quality Improvement Fund

DEQ is authorized to sign grant agreements with eligible owners of publicly owned wastewater treatment plants to provide cost-share reimbursement for the construction of nutrient removal facilities. Eligible plants are publicly owned, significant dischargers identified for nutrient removal in the Virginia Tributary Strategies, although the VA Code allows funding of other worthwhile water quality point source projects statewide as long as sufficient funding is available for substantial and continuing progress in implementing the Tributary Strategies.

The Code of Virginia also requires development of tributary strategies to meet the goals of the Chesapeake Bay Program. These tributary strategies are intended for the control nutrient inputs to the Chesapeake Bay to improve dissolved oxygen levels and water clarity. Staff provide input into developing and implementing Tributary Strategies for the Potomac, Rappahannock, York, James, and small coastal basins. In addition, staff participate in CBP modeling activities, assessing nutrient impacts and management options. The models will aid in determining the appropriate nutrient reduction targets for these basins.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$72,913,400	\$72,913,400	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$67,213,400)	(\$67,213,400)	0.00	0.00
<i>Provide additional funding for water quality improvement</i>	\$200,000,000	\$0	0.00	0.00
Total for Service Area	\$205,700,000	\$5,700,000	0.00	0.00

Objective: Improve and protect water quality, especially in Chesapeake Bay and its tidal rivers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of nitrogen nutrients discharged from point sources	23.23 million pounds of nitrogen during calendar year 2004.	By the end of calendar year 2008: 22.00 million pounds of nitrogen per year; by the end of calendar year 2010: 18.00 million pounds of nitrogen per year.
Amount of phosphorus nutrients discharged from point sources	2.19 million pounds of phosphorus during calendar year 2004	By the end of calendar year 2008: 2.05 million pounds of phosphorus per year; by the end of calendar year 2010: 1.60 million pounds of phosphorus per year.

Petroleum Tank Reimbursement

This service area provides for reimbursing costs incurred by tank owners in cleaning up oil contamination, and assessing and responding to reported pollution incidents.

The Reimbursement activity funds cleanups under the provisions of the Virginia Petroleum Storage Tank Fund (Fund). The Fund provides money for reimbursing responsible parties, for the reasonable and necessary costs they incur while conducting petroleum cleanups. DEQ processes claims for cleanup and reimburses tank owners based upon eligibility, necessity, and reasonableness determinations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$27,786,585	\$27,786,585	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	(\$340,105)	(\$340,105)	0.00	0.00
Total for Service Area	\$27,446,480	\$27,446,480	0.00	0.00

Objective: Clean contaminated sites

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of petroleum sites cleaned up	1000 sites cleaned up during FY 2005	1200 or more sites cleaned up annually, by FY 2008

General Management and Direction

This service area includes agency executive management and administrative activities that provide support for agency programs and staff.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$17,202,864	\$17,202,864	99.00	99.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$545,830	\$545,830	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$21,600)	(\$21,600)	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$84,963	\$90,786	0.00	0.00
Total for Service Area	\$17,812,057	\$17,817,880	99.00	99.00

Objective: Fully implement a workforce development program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of agency positions included in a career path program	0 positions during fiscal year 2005	600 positions by 2007
Average number of training hours provided to agency staff	42 hours per year during fiscal year 2005	45 hours per year by fiscal year 2008

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	100%	Maintain 100% through the biennium

Information Technology Services

The technology service area covers services to maintain and secure telecommunications, internet, electronic mail services, local and wide area networks, databases, and internal and external web applications that are provided by VITA. In addition, DEQ provides application project planning and program development for DEQ specific applications including the Comprehensive Environmental Data Base (CEDS); Geographical Information Systems (GIS); Document Management system; Northern Virginia's Vehicle Inspection and Monitoring systems (I&M); web page; and agency administrative systems.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,211,164	\$5,211,164	10.00	10.00
<i>Transfer centrally funded amounts to agency budgets</i>	(\$1,288)	(\$1,288)	0.00	0.00
<i>Restore information technology position</i>	\$0	\$0	1.00	1.00
<i>Provide additional nongeneral fund appropriation to implement an Enterprise Content Management System</i>	\$1,238,000	\$0	0.00	0.00
<i>Provide additional nongeneral fund appropriations to implement enterprise-wide eGovernment services</i>	\$600,000	\$600,000	4.00	4.00
Total for Service Area	\$7,047,876	\$5,809,876	15.00	15.00

Objective: Maximize use of technology to create efficiencies

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of environmental data flows to and from agency systems	5 environmental data flows during FY 2005	9 environmental data flows by the end of FY 2008

Department of Game and Inland Fisheries

Mission Statement

The Department of Game and Inland Fisheries mission is to manage Virginia's wildlife and inland fish to maintain optimum populations of all species to serve the needs of the Commonwealth; to provide opportunity for all to enjoy wildlife, inland fish, boating and related outdoor recreation; to promote safety for persons and property in connection with boating, hunting and fishing.

Agency Goals:

- Provide for optimum populations and diversity of wildlife species and habitats.
- Enhance opportunities for the enjoyment of wildlife, boating and related outdoor recreation.
- Improve the understanding and appreciation of the importance of wildlife and its habitat.
- Promote safe and ethical conduct in the enjoyment of boating, wildlife and related outdoor recreation.
- Improve agency funding and other resources and the management and effectiveness of all resources and operations.

Customers Served:

- Freshwater Recreation Anglers
- Recreational Hunters
- Active Wildlife Watchers
- State Executive branch agencies
- Recreational boaters
- License agents
- Agency employees
- Watercraft Dealers/salesmen

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$41,039,564	\$41,039,564	\$27,069,911	\$13,969,653	472.00
FY 2004	\$0	\$41,402,564	\$41,402,564	\$25,971,571	\$15,430,993	472.00
FY 2005	\$0	\$44,947,917	\$44,947,917	\$25,970,738	\$18,977,179	472.00
FY 2006	\$0	\$45,426,517	\$45,426,517	\$25,970,738	\$19,455,779	487.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$45,426,517	\$45,426,517	\$27,061,594	\$18,364,923	487.00
FY 2007 Addenda	\$0	\$4,117,790	\$4,117,790	\$3,924,588	\$193,202	6.00
FY 2007 TOTAL	\$0	\$49,544,307	\$49,544,307	\$30,986,182	\$18,558,125	493.00
FY 2008 Base Budget	\$0	\$45,426,517	\$45,426,517	\$27,061,594	\$18,364,923	487.00
FY 2008 Addenda	\$0	\$3,147,790	\$3,147,790	\$3,924,587	(\$776,797)	6.00
FY 2008 TOTAL	\$0	\$48,574,307	\$48,574,307	\$30,986,181	\$17,588,126	493.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$0	\$16,100,000	\$16,100,000	\$0	\$16,100,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

▶ Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$2.5 million (NGF).

▶ Fund unfunded game warden positions

Provides additional funding to fully fund game warden positions provided during the 2005 Session. The General Assembly increased the agency's number of game warden positions by nineteen but did not appropriate additional funding to support the positions. For 2007, \$2.0 million (NGF). For 2008, \$1.0 million (NGF).

▶ Remove funding for point of sale system

Removes one-time appropriation provided for the development of a point of sale computer system for hunting and fishing licenses. The agency has completed the system and the appropriation is no longer needed for the purpose for which it was provided. For each year, a reduction of \$984,800 (NGF).

▶ Create appropriation for Virginia Migratory Waterfowl Conservation Stamp

Appropriates anticipated revenue to be generated by the Virginia Migratory Waterfowl Conservation Stamp. The 2005 General Assembly Session enacted legislation establishing the Virginia Migratory Waterfowl Conservation Stamp. The legislation calls for the establishment of a new fund for the collection and dispersment of revenue collected from the sale of the stamp. For each year, \$200,000 (NGF).

▶ Establish additional wildlife diversity program positions

Provides additional funding and positions for the department's wildlife diversity program. The wildlife diversity program supports the department's non-game activities, including wildlife watching and other wildlife related recreation. For 2007, \$393,327 (NGF) and six positions. For 2008, \$363,327 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

▶ Improve dam safety

Provides funds for the improvement to agency-owned dams at Burke Lake, Lake Thompson, Gardy Mill Pond, and Lake Brittle. For the biennium, \$1.6 million (NGF).

▶ Renovate Coursey Springs Hatchery

Provides additional appropriation for the renovation of the Coursey Springs Hatchery. The Coursey Springs Hatchery is a 1960's coldwater hatchery and is Virginia's most productive trout facility. This facility is the third largest producing spring in the state and the largest cold water hatchery in the state. Additional funding is needed to continue the renovation authorized in Chapter 4, 2004 Virginia Acts of Assembly. Renovations are needed to address wastewater discharge contaminating the spring. In addition to addressing this issue, renovations include implementation of predator control mechanisms, water control management, and site improvements. For the biennium, \$8.0 million (NGF).

▶ Acquire Wildlife Management Areas

Provides funds for the acquisition of land for wildlife resources, boating access, wildlife diversity, and fishing access. For the biennium, \$1.0 million (NGF).

▶ Improve boating access

Provides funding to develop a new powerboat access point to the James River in Chesterfield County at Dutch Gap Public Boat Landing. There are over 10,000 registered boats in the county. For the biennium, \$1.1 million (NGF).

▶ Improve wildlife management areas

Provides funds for the improvement of wildlife management areas by expanding facilities and recreational opportunities. For the biennium, \$1.4 million (NGF).

▶ Construct handicapped accessible fishing facilities

Provides funds for the construction of handicapped accessible fishing facilities to meet the growing need for fishing access. These facilities will be located on department lakes and river sites or in partnership with localities. For the biennium, \$350,000 (NGF).

▶ Improve hatchery facilities

Provides funds for improvements to hatchery production facilities to improve production and to protect fish productions. Low Oxygen systems, wastewater treatment, water resources and storage buildings are part of the improvements. For the biennium, \$1.0 million (NGF).

▶ Fund maintenance reserve

Provides funds to implement maintenance reserve projects required for the continued use of existing facilities. For the

biennium, \$1.7 million (NGF).

Agency Service Areas:

Wildlife Information and Education

This service area provides for the improvement of understanding and appreciation of the importance of wildlife and its habitat and promotes safe and ethical conduct in the enjoyment of wildlife related outdoor recreation. Develop and maintain a public that is aware of and informed about agency responsibilities and programs within the Commonwealth. Foster an understanding within the public of the importance and benefit of wildlife associated recreation and boating throughout Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,833,659	\$2,833,659	25.00	25.00
Transfer centrally funded amounts to agency budgets	\$147,873	\$147,873	0.00	0.00
Fund unfunded game warden positions	\$43,384	\$43,384	0.00	0.00
Total for Service Area	\$3,024,916	\$3,024,916	25.00	25.00

Objective: Assure minimum levels of instruction on safe and ethical hunting behavior.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Hunter Education students trained	The number of students receiving training in fiscal year 2004-2005 was 13,669.	The target measure is set in the Federal Aid grant documentation of 20,000 students per year.

Enforcement of Recreational Hunting and Fishing Laws and Regulations

This service area consists of activities involved in ensuring compliance with laws and regulations that govern activities related to hunting, fishing and other wildlife related recreational activities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,829,081	\$13,829,081	172.00	172.00
Transfer centrally funded amounts to agency budgets	\$500,399	\$500,399	0.00	0.00
Fund unfunded game warden positions	\$1,602,396	\$802,337	0.00	0.00
Total for Service Area	\$15,931,876	\$15,131,817	172.00	172.00

Objective: Enforcement of laws and regulations to ensure safe and ethical behavior in recreational fishing.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Enforcement effort for recreational fishing	Effort in FY 2005 was 56,733.8 hours	The target level of effort is 65,000 hours

Objective: Enforcement of laws and regulations to ensure safe and ethical behavior in recreational hunting.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Level of effort in hunting law enforcement	Fiscal year 2005 level of effort was 132,669 hours	The target level of effort is 150,000 hours.

Wildlife Management and Habitat Improvement

This service area seeks to provide for optimum population and diversity of wildlife species and habitats for the use and enjoyment by the people of the Commonwealth. This includes the research and management efforts for non-game and game species, monitoring and management of threatened and endangered species and the provision of opportunities to enjoy wildlife. Opportunities to pursue wildlife related recreation include the establishment of seasons, creating areas to interact with wildlife, providing access to wildlife on public and private land and enhance natural production through stocking and habitat manipulation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$17,613,518	\$17,613,518	186.00	186.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,356,481	\$1,356,481	0.00	0.00
<i>Create appropriation for Virginia Migratory Waterfowl Conservation Stamp</i>	\$200,000	\$200,000	0.00	0.00
<i>Establish additional wildlife diversity program positions</i>	\$393,327	\$363,327	6.00	6.00
Total for Service Area	\$19,563,326	\$19,533,326	192.00	192.00

Objective: Maintain research efforts designed to understand, monitor, restore and manage wildlife populations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Effort of research conducted.	The level of effort in fiscal year 2005 was 160,907 hours	The target level of effort is 160,000

Objective: Provide review, coordination and recommendations to project reviews to ensure consideration for wildlife.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Level of effort on review and coordination.	In fiscal year 2004-2005 the level of effort was 4,882 hours	The target level of effort is 4,500 hours.

Objective: Maintain the facilities owned or operating by the Department to ensure access by the public and their safety while utilizing the facilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Effort on facilities maintenance and improvement.	The level of effort in maintenance for fiscal year 2004-2005 was 41,641 hours.	The target level of effort is 35,000 hours.

Objective: Improve and enhance the habitat on agency owned or cooperatively managed wildlife and fisheries areas.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Effort on habitat enhancement efforts.	The level of effort for fiscal year 2004-2005 was 21,042 hours.	The target level of effort is 25,000 hours.

Boat Registration and Titling

Administer and manage the registration and titling requirements for powered boats and watercraft for the Commonwealth. Manage the administrative licensing of watercraft dealers and watercraft salesmen.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,824,064	\$1,824,064	15.00	15.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$124,014	\$124,014	0.00	0.00
Total for Service Area	\$1,948,078	\$1,948,078	15.00	15.00

Objective: Timely processing of registration and titling applications.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of boat registrations processed within 20 days.	The measure for fiscal year 2005 was 96.07%.	The target value is 90%

Objective: Effectively administer the licensing of watercraft dealers and salesmen.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Level of effort in watercraft dealer licensing	The level of effort for fiscal year 2005 was 4,543 hours.	The target measure of effort is 4,300 hours.

Objective: Develop and maintain boating access to the waters of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Level of effort in access improvement and maintenance.	The level of effort for fiscal year 2004-2005 was 4,543 hours.	The target level of effort is 4000 hours.

Boating Safety Information and Education

This service area promotes boating safety on the waters of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$309,079	\$309,079	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,813	\$23,813	0.00	0.00
Total for Service Area	\$332,892	\$332,892	2.00	2.00

Objective: Assure minimum levels of instruction on safe and ethical operation of watercraft

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of students in boating safety course.	The number of students completing boating safety courses in fiscal year 2005 was 1,439 students.	The target number of students is 3,000.
Level of effort in boating education	The level of effort for fiscal year 2004-2005 was 4,850 hours.	The target level of effort is 4,500 hours.

Enforcement of Boating Safety Laws and Regulations

This service area regulates movement on the water through law enforcement.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,346,322	\$2,346,322	42.00	42.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$157,017	\$157,017	0.00	0.00
<i>Fund unfunded game warden positions</i>	\$334,220	\$194,279	0.00	0.00
Total for Service Area	\$2,837,559	\$2,697,618	42.00	42.00

Objective: Maintain the current level of effort in boating law enforcement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Level of effort on boating law enforcement	The level of effort for fiscal year 2004-2005 was 64,693 hours	The target level of effort is 65,000 hours.

Administrative and Support Services

This service area provides overall administrative and logistical support services to the Department. The service area includes the management and direction from the director's office, the administrative services support for the collection of revenues, purchasing, distribution of funds, and information technology support.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,670,794	\$6,670,794	45.00	45.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$219,666	\$219,666	0.00	0.00
<i>Remove funding for point of sale system</i>	(\$984,800)	(\$984,800)	0.00	0.00
Total for Service Area	\$5,905,660	\$5,905,660	45.00	45.00

Objective: Comply with central agency directives and sound fiscal management.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Audit reports	The last audit had 7 findings, board governance, agency policies, compliance and internal controls.	No significant findings

Objective: Maintain compliance with information technology standards and provide effective project management of system maintenance and development.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Acceptance of IT strategic plan by state CIO.	Acceptance of the 2004-2005 information technology strategic plan	Acceptance in the recommended time period.
Findings of review of IT project management or IV&V reviews	Suggestions with no significant deficiency in projects	No deficiency in projects or project management processes.

Objective: Maximize personnel to ensure a stable workforce with good morale.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Longevity of service of personnel.	The average longevity of personnel in FY 04 was 14.9 years	The target would be at least the state average years of service of 11.7 years.
Agency turnover rate	The turnover rate for fiscal year 2004 was 6.14%.	The target would be less than the state turnover rate of 11.3%.

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	The 2005 percentage calculated based on the agency scorecard is 60%.	The desired target is 100%.

Department of Historic Resources

Mission Statement

It is the mission of the Department of Historic Resources (DHR) to put Virginia's history to work through the identification, recognition, and preservation of the Commonwealth's significant historic, architectural, archaeological, and cultural resources for the use and enjoyment of our citizens and communities.

Agency Goals:

- Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future.
- Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth.
- Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work.
- Provide leadership, resources, expertise, information and tools necessary for effective performance by DHR personnel.

Customers Served:

Customers Served:

- State and federal agencies
- Local governments
- Owners of historic properties
- Native American tribes, Virginia Council on Indian and other Native American groups
- Scholars and researchers
- Preservation organizations and professionals
- Students, teachers and educational institutions (K-12--higher education)
- Historic attractions and museums
- General public and tourists
- Non state agencies

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$2,545,063	\$1,029,387	\$3,574,450	\$2,964,461	\$609,989	43.00
FY 2004	\$2,424,642	\$1,133,616	\$3,558,258	\$2,411,423	\$1,146,835	43.00
FY 2005	\$2,492,929	\$1,182,965	\$3,675,894	\$2,402,972	\$1,272,922	43.00
FY 2006	\$2,961,623	\$1,332,206	\$4,293,829	\$2,457,446	\$1,836,383	49.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$2,961,623	\$1,332,206	\$4,293,829	\$3,059,505	\$1,234,324	49.00
FY 2007 Addenda	\$609,380	\$254,792	\$864,172	\$253,063	\$611,109	1.00
FY 2007 TOTAL	\$3,571,003	\$1,586,998	\$5,158,001	\$3,312,568	\$1,845,433	50.00
FY 2008 Base Budget	\$2,961,623	\$1,332,206	\$4,293,829	\$3,059,505	\$1,234,324	49.00
FY 2008 Addenda	\$460,938	\$254,792	\$715,730	\$258,389	\$457,341	1.00
FY 2008 TOTAL	\$3,422,561	\$1,586,998	\$5,009,559	\$3,317,894	\$1,691,665	50.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$91,711 (GF) and \$102,792 (NGF).
- ▶ **Transfer appropriation between programs to reflect actual agency operations**
Transfers general fund appropriation between the Administrative Services program and the Historic Resource Management program within the agency to reflect actual agency operations. (Net zero adjustment)
- ▶ **Appropriate indirect cost recovery monies**
Appropriates indirect cost recovery monies based on an indirect cost proposal submitted and approved by the United States Department of the Interior on June 6, 2005. For each year, \$32,000 (NGF).
- ▶ **Provide matching grant funding for Montpelier**
Provides matching grant funding to the Montpelier Foundation, as required under § 10.1-2213.1 of the Code of Virginia. The funding amount is based upon the amount of charitable contributions received on or after July 1, 2003 by the Montpelier Foundation that were actually expended in the material restoration of Montpelier during calendar years 2003 and 2004. For each year, \$172,271 (GF).

► **Provide funding and one position for the Survey and Planning Cost Share Program**

Provides funding and one position for the Survey and Planning Cost Share Program. Through this program, the agency provides expertise and financial assistance to localities to conduct surveys identifying architectural and archaeological resources. Demand for this program exceeds the agency's appropriation and staffing availability. The additional funding and position will allow the agency to double the number of projects on which they assist. For 2007, \$157,523 (GF), \$120,000 (NGF), and one position. For 2008, \$158,839 (GF) and \$120,000 (NGF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$37,875 (GF). For 2008, \$38,117 (GF).

► **Provide historic grant to Weston Manor**

Provides a one-time appropriation for a historic grant to Weston Manor. For 2007, \$150,000 (GF).

Agency Service Areas:

Financial Assistance for Historic Preservation

The Governor and the General Assembly authorize matching grants to museums and historic sites through the annual General Appropriation Act. The purpose of these grants is to support rehabilitation and restoration of historic properties that are open to the public and that provide a combination of educational, cultural, and tourism benefits to the surrounding community. Some grants are also available for educational programs that use these historic places to interpret Virginia history.

DHR's administration of these grants for rehabilitation and restoration ensures that the historic properties being funded receive appropriate treatment consistent with accepted preservation standards. Prior to disbursement of funds for rehabilitation or restoration work at historic properties, DHR reviews work and provides technical assistance and guidance for how work should be done to conform to historic preservation standards to insure adequate and appropriate treatment for historic resources. Grant administration also requires that DHR contact grant recipients, receive and review grant applications, answer questions regarding grant requirements and regulations, review requests for disbursement for adequate supporting documentation and eligibility of expenditures, and process payments to grant recipients.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$64,140	\$64,140	0.00	0.00
Total for Service Area	\$64,140	\$64,140	0.00	0.00

Objective: To improve the maintenance and operation of historic attractions and museums through restoration, rehabilitation, or educational projects through June 30, 2008

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of restoration, rehabilitation, or educational projects completed using General Assembly historic preservation grants	The number of such projects varies greatly from year to year, and has ranged from 0 to 97 depending on the availability of funds.	Determined annually by the Governor and the General Assembly
Effective disbursement of grant funds	New measure, no baseline	100% of grant applications will be reviewed for compliance

Historic Resource Management

Historic resource management implements DHR's federal role as Virginia's State Historic Preservation Office as well as its state mandates to encourage, stimulate, and support the identification, evaluation, protection, preservation, and rehabilitation of the Commonwealth's significant historic, architectural, archaeological, and cultural resources; to establish and maintain a permanent record of those resources; and to foster a greater appreciation of these resources among the citizens of the Commonwealth. Core services include collecting, maintaining and providing information on historic resources; recognition and technical support for those resources and their owners; encouraging public and private protection and use of historic resources for economic development, community revitalization and education; and statewide educational programs for different customer groups. Since most public and virtually all private heritage stewardship efforts are voluntary, DHR's role in educating, informing and advising the public, community and economic leaders and citizens of the next generation about the public benefits of heritage stewardship is the most important aspect of its programs and mission.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,039,627	\$3,039,627	40.00	40.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$155,603	\$155,603	0.00	0.00
<i>Transfer appropriation between programs to reflect actual agency operations</i>	\$400,000	\$400,000	0.00	0.00
<i>Provide matching grant funding for Montpelier</i>	\$172,271	\$172,271	0.00	0.00
<i>Provide funding and one position for the Survey and Planning Cost Share Program</i>	\$277,523	\$278,839	1.00	1.00
<i>Provide historic grant to Weston Manor</i>	\$150,000	\$0	0.00	0.00
Total for Service Area	\$4,195,024	\$4,046,340	41.00	41.00

Objective: To increase the number of historic resources identified, evaluated, and registered

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Properties added to the DHR historic resource database	10,280 (FY2005)	7000 (FY2007)
Historic resources listed on the Virginia Landmarks Register	86 (FY2005)	90 (FY2007)

Objective: To increase the protection and/or rehabilitation and reuse of historic properties

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Historic rehabilitation projects completed	250 (FY2005)	275 (FY2007)
Private dollars invested in historic rehabilitation projects	\$205 million (FY2005)	≥ \$200 million (FY 2007)
Total number of historic preservation easements	384 (FY 2005)	500 (Calendar 2007)

Objective: To improve the high quality, quantity, and use of historic resource inventory products and services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Customers served by DHR archives and research services	5360 (FY2005)	≥5400 (FY2007)

Objective: To advance state leadership by example in the stewardship of state-owned historic properties

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
State-owned historic properties added to the Virginia Landmarks Register	14 total (FY 2002); 44 total (FY2005)	53 (FY2007)

Objective: To increase knowledge and appreciation of Virginia's historic assets and how to use them

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Participants trained by DHR training programs or classes	2,473 (FY2005)	≥2,000 (FY2007)
Participants reached by DHR environmental education programs	25,405 (FY2005)	≥15,000 (FY2007)

Administrative and Support Services

This service area provides support for the agency to carry out its mission in the following areas: General Agency Management, Human Resources, Grants Administration, Procurement, Payroll, Budgeting, Financial Reporting, and Accountability.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,190,062	\$1,190,062	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$38,900	\$38,900	0.00	0.00
<i>Transfer appropriation between programs to reflect actual agency operations</i>	(\$400,000)	(\$400,000)	0.00	0.00
<i>Appropriate indirect cost recovery monies</i>	\$32,000	\$32,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$37,875	\$38,117	0.00	0.00
Total for Service Area	\$898,837	\$899,079	9.00	9.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	100%, FY 2005	100%, 2006-2008 biennium.

Marine Resources Commission

Mission Statement

The Marine Resources Commission serves as stewards of Virginia's marine and aquatic resources for present and future generations.

Agency Goals:

- Enabling a sustainable and financially viable commercial fishery in the Commonwealth.
- Promoting a sustainable and financially viable recreational fishery in the Commonwealth.
- Maintaining a leasing & permit review process based on public interest review process consistent with the Public Trust doctrine to fairly & timely balance private uses of State owned submerged lands & the need to preserve habitat for sustainable fisheries.
- Ensuring marine Commercial and Recreational Fisheries Enforcement at the highest level while maintaining the agency's ability to respond to Homeland Defense and Search and Rescue responsibilities.
- Maintaining a high level of financial and business excellence for the agency.

Customers Served:

- Saltwater Anglers in Virginia
- Those employed in the commercial tidal fisheries in Virginia
- Those employed in the recreational tidal fisheries in Virginia
- Licensed commercial watermen in Virginia
- State, interstate and federal agencies
- Citizen of the 46 Tidewater Localities
- Citizens of 5,242 miles of tidal shoreline in Virginia
- Oversight of the Commonwealth's acres of tidal water surface area
- Management of Virginia's tidal submerged aquatic vegetation acreage
- Management of Virginia's of tidal wetlands acreage
- Applicants for environmental habitat permits
- Seafood Buyers and Processors
- Recreational Users of Commercial Fishing Gear
- Licensed Offshore Commercial Fishermen
- Licensed Charter boat Fishing Vessels

Customers Served:

- Commercial Fishing Pier Operations
- Boat Rental Facilities
- Interstate Compact Organizations
- Shellfish Leaseholders
- Management of the Commonwealth's Shellfish Leases

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$7,935,959	\$5,967,117	\$13,903,076	\$7,674,627	\$6,228,449	149.00
FY 2004	\$8,235,446	\$8,229,715	\$16,465,161	\$7,231,478	\$9,233,683	149.00
FY 2005	\$8,750,741	\$6,438,796	\$15,189,537	\$7,709,570	\$7,479,967	159.00
FY 2006	\$10,021,264	\$6,438,796	\$16,460,060	\$7,927,893	\$8,532,167	166.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$10,021,264	\$6,438,796	\$16,460,060	\$7,951,791	\$8,508,269	166.50
FY 2007 Addenda	\$688,651	\$640,683	\$1,329,334	\$717,383	\$611,951	-8.00
FY 2007 TOTAL	\$10,709,915	\$7,079,479	\$17,789,394	\$8,669,174	\$9,120,220	158.50
FY 2008 Base Budget	\$10,021,264	\$6,438,796	\$16,460,060	\$7,951,791	\$8,508,269	166.50
FY 2008 Addenda	\$693,172	\$640,683	\$1,333,855	\$717,383	\$616,472	-8.00
FY 2008 TOTAL	\$10,714,436	\$7,079,479	\$17,793,915	\$8,669,174	\$9,124,741	158.50

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$610,709 (GF) and \$105,103 (NGF).
- ▶ **Eliminate unnecessary nongeneral fund appropriation**
Aligns the agency's nongeneral fund appropriation. For 2007, a decrease of \$600,000 (NGF) and eight positions. For 2008, a decrease of \$600,000 (NGF).
- ▶ **Transfer positions between programs to decrease habitat permit backlog**
Adjusts the agency budget to formalize the transfer of two positions that was completed administratively in 2006. Two positions were transferred, at the agency's request, from marine life management to habitat management to handle a large permit processing backlog. (Net zero adjustment)
- ▶ **Transfer one position between programs to align with funding**
Corrects a misalignment between the funding and position. (Net zero adjustment)
- ▶ **Transfer of law enforcement positions into appropriate service area**
Reassigns positions to the correct service area. (Net zero adjustment)
- ▶ **Provide funding for increased personal service costs for positions funded with transportation funds**
Provides funding for increased personal service costs for positions funded with transportation funds. For each year, \$5,975 (NGF).
- ▶ **Provide funding for increased personal service costs for positions funded with transportation funds**
Provides funding for increased personal service costs for positions funded with transportation funds. For each year, \$4,605 (NGF).
- ▶ **Increase appropriation for support costs**
Increases the nongeneral fund appropriation for oyster replenishment program support costs. For each year, \$100,000 (NGF).

► **Increase appropriation for expected increase in fishing license revenue**

Adjusts the agency budget to reflect increased revenue from fishing licenses. The revenue will be spent on agency marine life management programs, including law enforcement. For each year, \$1.0 million (NGF).

► **Provide funding for main office rent increase**

Funds payment of rent under the agency's new lease agreement. The commission's current lease for its headquarters facility in Newport News expires December 31, 2005. For each year, \$26,500 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$51,442 (GF). For 2008, \$55,963 (GF).

Agency Service Areas:

Marine Life Information Services

This activity collects and analyzes biological and statistical information on both interjurisdictional and resident fishery stocks and includes harvest and fishing effort data and biological attributes of the populations. Catch quotas and allocations of harvest are tracked. Fisheries conservation plans and regulations are prepared.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$705,867	\$705,867	22.50	22.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$20,620	\$20,620	0.00	0.00
<i>Eliminate unnecessary nongeneral fund appropriation</i>	\$0	\$0	-8.00	-8.00
<i>Transfer positions between programs to decrease habitat permit backlog</i>	\$0	\$0	-2.00	-2.00
<i>Transfer one position between programs to align with funding</i>	\$0	\$0	1.00	1.00
<i>Transfer of law enforcement positions into appropriate service area</i>	\$0	\$0	-2.50	-2.50
Total for Service Area	\$726,487	\$726,487	11.00	11.00

Objective: To collect and analyze information on fisheries stocks, harvest, landings, and amount of fishing effort, to manage quotas and allocations for harvests and landings, and to prepare fisheries conservations plans and regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Value of key finfish, crabs and clams landed in Virginia (\$ in millions)	37.1 million dollars, the amount reported in 2005	Within 10% of 35.7 million dollars, the 3 year running average for value
Amount of key finfish, crabs, and clams landed in Virginia (in millions of pounds)	46.3 million pounds, the amount reported in 2005	Plus or minus 10% of 45.9 million pounds, the 3 year running average for poundage

Marine Life Regulation Enforcement

This service area is responsible for the following activities: Patrolling the tidal waters and shoreline of the Chesapeake Bay, its tidal tributaries and territorial sea; enforcing marine fishery and habitat conservation laws and regulations; enforcing health laws pertaining to the harvesting of seafood from condemned areas; enforcing or assisting other agencies in enforcing laws pertaining to the removal of obstructions and abandoned vessels from the water, to boating operation and navigation, and to larceny on the water; providing for water-borne safety; conducting search and rescue activities; protecting from terrorist attack federal and state water-related installations and other water-related locations within the tidal waters of the Commonwealth as may be designated by federal or state officials as important to national security; and investigating and enforcing violations of federal laws that pertain to marine wildlife and fish, based on signed Memorandums of Understanding.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,424,383	\$6,424,383	83.00	83.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$303,645	\$303,645	0.00	0.00
<i>Eliminate unnecessary nongeneral fund appropriation</i>	(\$600,000)	(\$600,000)	0.00	0.00
<i>Transfer of law enforcement positions into appropriate service area</i>	\$0	\$0	2.50	2.50
<i>Provide funding for increased personal service costs for positions funded with transportation funds</i>	\$4,605	\$4,605	0.00	0.00
Total for Service Area	\$6,132,633	\$6,132,633	85.50	85.50

Objective: Ensure Marine Commercial and Recreational Fisheries Enforcement at the highest level, while maintaining the agency's ability to respond to Homeland Defense and Search and Rescue responsibilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average number of inspections (seafood, boats, licenses, safety, etc.) done by Marine Police Officers per year	3,508 per officer, the amount reported in 2005	3,544 per officer, the average of the last 5 years of activity
Maintain a 88% - 90% conviction rate for summons written for violations of marine resource conservation laws and regulations and other inspection activity	91.9%, the amount reported in 200	88% - 90%, the historic acceptable target

Artificial Reef Construction

This activity enhances the use of fishery resources through construction of new, and augmentation of existing, artificial fishing reef sites, through a variety of methods, in the Chesapeake Bay and its tributaries, and offshore in the Atlantic Ocean. New habitat provides niches for many species in addition to providing recreational fishing opportunities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$158,034	\$158,034	2.00	2.00
<i>Provide funding for increased personal service costs for positions funded with transportation funds</i>	\$5,975	\$5,975	0.00	0.00
Total for Service Area	\$164,009	\$164,009	2.00	2.00

Objective: Promotion of increased saltwater recreational fishing opportunities in the Commonwealth

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Tonnage of material placed on reef sites on a yearly basis	25,763 tons, the current 5 year average	To stay within 10% of 25,763 tons

Chesapeake Bay Fisheries Management

This activity is responsible for management of all commercial and recreational marine fisheries in Virginia. Fishery management and conservation plans are developed for marine and estuarine species. Regulations are promulgated by the Commission for fish sizes, gear restrictions, season and area closures, and quota management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,684,115	\$3,684,115	12.00	12.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$38,635	\$38,635	0.00	0.00
<i>Increase appropriation for expected increase in fishing license revenue</i>	\$1,025,000	\$1,025,000	0.00	0.00
Total for Service Area	\$4,747,750	\$4,747,750	12.00	12.00

Objective: Conservation and management of sustainable commercial and recreational fisheries in Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Value of key finfish, crabs and clams landed in Virginia (\$ in millions)	37.1 million dollars, the amount reported in 2005	Within 10% of 35.7 million dollars, the 3 year running average for value
Amount of key finfish, crabs and clams landed in Virginia (in millions of pounds)	46.3 million pounds, the amount reported in 2005	Plus or minus 10% of 45.9 million pounds, the 3 year running average for poundage

Oyster Propagation and Habitat Improvement

This activity is responsible for developing conservation measures for shellfish, and conducting replenishment/restoration activities on public oyster grounds.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,593,700	\$2,593,700	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$21,002	\$21,002	0.00	0.00
<i>Increase appropriation for support costs</i>	\$100,000	\$100,000	0.00	0.00
Total for Service Area	\$2,714,702	\$2,714,702	5.00	5.00

Objective: Conservation, management, regulation and restoration of shellfish stocks in the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Acres of oyster reef construction, oyster bar reconstruction and oyster bar maintenance done in a calendar year	255 acres, the amount done in calendar year 2005	250 which is the historic target. The agency will attempt to maintain the same level of restoration effort, dependent on the type of activity done, and monies available

Coastal Lands and Bottomlands Management

This service area has responsibility for the implementation of a regulatory review process and permitting program in state waters, state-owned riverbeds, coastal primary sand dunes/beaches and tidal wetlands. It also has responsibility for the ballast water discharge program, and the ungranted marshes and meadowlands lying on the Eastern Shore. The Coastal Lands Management service area serves as the central clearinghouse for the receipt and distribution of the Joint Permit Application (JPA) used throughout the Commonwealth by numerous federal, state and local agencies.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$927,556	\$927,556	15.00	15.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$171,187	\$171,187	0.00	0.00
<i>Transfer positions between programs to decrease habitat permit backlog</i>	\$0	\$0	2.00	2.00
Total for Service Area	\$1,098,743	\$1,098,743	17.00	17.00

Objective: Maintain a permit review process based on public interest review procedures consistent with the public trust doctrine that fairly and timely balances private use of state owned submerged lands and

the need to preserve habitat for sustainable fisheries

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average joint permit application processing time in days	64 days (processing time reported in 2005)	75 - 100 days, the historic acceptable processing time

Marine Resources Surveying and Mapping

This service area administers the Commonwealth’s shellfish (oyster/clam) ground leasing program, maintains the surveys and maps of the public (i.e. “Baylor”) oyster grounds, as well as numerous other surveys and maps of the Commonwealth’s tidal waterways, shorelines, and see/shell plant areas. It also has responsibility for the surveying and identification of ungranted marsh and meadowlands on the Eastern Shore.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$365,265	\$365,265	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$55,142	\$55,142	0.00	0.00
Total for Service Area	\$420,407	\$420,407	7.00	7.00

Objective: Maintain a lease application review process based on public interest review procedures consistent with private use of State-owned subaqueous bottomland for shellfish production and pursuant to the requirements of the Code of Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average shellfish lease application processing time in days	251 days, most current average	270 days, the targeted processing time

Virginia Saltwater Sport Fishing Tournament

This activity promotes saltwater recreational fishing opportunities and conservation ethics in Virginia through a yearlong Saltwater Fishing Tournament which recognizes exceptional catches and releases through an angler citation awards program, and benefits Virginia’s economy through travel and tourism promotion.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$205,000	\$205,000	2.00	2.00
Total for Service Area	\$205,000	\$205,000	2.00	2.00

Objective: Promotion of increased saltwater recreational fishing opportunities in the Commonwealth

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of annual saltwater recreational fishing trips in Virginia	3,334,972 annual fishing trips	To stay within 10% of 3,334,972

Administrative and Support Services

This service area contains the areas of finance, budgeting, grants management, administration, procurement, business management, human resources, information technology for agency business systems, and licensing services. It also supports the agency head and the board of the Marine Resources Commission.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,396,140	\$1,396,140	18.00	18.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$105,581	\$105,581	0.00	0.00
<i>Transfer one position between programs to align with funding</i>	\$0	\$0	-1.00	-1.00
<i>Provide funding for main office rent increase</i>	\$26,500	\$26,500	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$51,442	\$55,963	0.00	0.00
Total for Service Area	\$1,579,663	\$1,584,184	17.00	17.00

Objective: To ensure the highest level of financial, human resource and business management for the Marine Resources Commission

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Audit findings of state and federal audits of agency financial management, business management, human resource and procurement functions.	0 findings	0 findings

Virginia Museum of Natural History

Mission Statement

The mission of the Virginia Museum of Natural History is to interpret Virginia's natural heritage within a global context in ways that are relevant to all citizens of the Commonwealth.

The Museum's official charter purposes, as stated in the Code of Virginia are: To investigate, preserve, and exhibit the various elements of natural history found in Virginia and other parts of the United States and the world; To foster an understanding and appreciation of how man and the earth have evolved; To encourage and promote research in the varied natural heritage of Virginia and other parts of the world; To encourage individuals and scholars to study Virginia's natural history and to apply this understanding of the past to the challenges of the future; To establish a state museum of natural history in Virginia where specimens of natural history, especially those of Virginia origin, can be properly housed, cared for, cataloged, and studied and to ensure a permanent repository of the state's natural heritage; and, To coordinate an efficient network in Virginia where researchers and the public can readily use natural history material of the Museum, its branches, Virginia's institutions of higher education, and other museums.

Agency Goals:

- Create and deliver life-long learning opportunities for the citizens of the Commonwealth of Virginia as well as its visitors through programs, exhibits, and publications based on scientific and educational research.
- Conduct and disseminate research relevant to stewardship of Virginia's natural environment, leading to enhanced appreciation of these resources for improving the quality of life for our citizens and contributing to the global reservoir of knowledge.
- Develop visitor experiences that are interesting, emotionally charged, immersive, well-paced, dramatic, social and grounded in content which result in multiple visits per person.
- Generate operating revenue through increased grants and other voluntary contributions from the public and private sectors and through cooperative arrangements with other museums, state agencies and organizations.

Customers Served:

- Elementary and secondary school teachers and students
- Children and their families
- Scientists and Researchers
- Natural history enthusiasts including Tourists and Eco-tourists
- Virtual Visitors
- Seniors and adults with disabilities (over the age of 18) and their families
- Career Development Post-Secondary and Graduate Students

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$1,833,059	\$384,601	\$2,217,660	\$1,992,133	\$225,527	33.00
FY 2004	\$1,513,846	\$444,601	\$1,958,447	\$1,512,577	\$445,870	31.00
FY 2005	\$1,614,486	\$449,874	\$2,064,360	\$1,559,075	\$505,285	31.00
FY 2006	\$2,104,386	\$449,874	\$2,554,260	\$1,883,373	\$670,887	40.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$2,104,386	\$449,874	\$2,554,260	\$2,078,774	\$475,486	40.50
FY 2007 Addenda	\$693,032	\$11,180	\$704,212	\$360,479	\$343,733	3.00
FY 2007 TOTAL	\$2,797,418	\$461,054	\$3,258,472	\$2,439,253	\$819,219	43.50
FY 2008 Base Budget	\$2,104,386	\$449,874	\$2,554,260	\$2,078,774	\$475,486	40.50
FY 2008 Addenda	\$737,164	\$11,180	\$748,344	\$402,331	\$346,013	3.00
FY 2008 TOTAL	\$2,841,550	\$461,054	\$3,302,604	\$2,481,105	\$821,499	43.50

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$119,413 (GF) and \$11,180 (NGF).
- ▶ **Annualize personnel costs associated with additional positions for the new museum facility**
Annualizes personnel costs associated with additional positions for the new museum facility. For each year, \$104,327 (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$45,543 (GF). For 2008, \$47,823 (GF).
- ▶ **Provide additional funding for operations of the new museum facility**
Provides additional funds to cover increased operating costs for the new museum facility, which is scheduled to open to the public in September 2006. For each year, \$286,540 (GF).
- ▶ **Provide funding for additional positions for the new museum facility**
Increases funds for additional staff associated with the new museum facility. The additional positions include a collections manager, a librarian, and an editor. For 2007, \$137,209 (GF) and three positions. For 2008, \$179,061 (GF).

Agency Service Areas:

Collections Management and Curatorial Services

Collections Care and Management: Develop, maintain, and preserve the state's natural history collections held by VMNH, make them available to scientists and the public, utilize them in research projects, exhibits, and education programs, and preserve them in perpetuity as a record of Virginia's natural history.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$142,755	\$142,755	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$7,300	\$7,300	0.00	0.00
<i>Provide funding for additional positions for the new museum facility</i>	\$49,901	\$65,867	1.00	1.00
Total for Service Area	\$199,956	\$215,922	3.00	3.00

Objective: Provide collections management, preservation, care, and accessibility to protect the long-term integrity of specimens and artifacts, as well as their associated data documentation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of specimens monitored	In FY 2005, 25% of risk factors identified, documented and processed within 30 day deadline	50% of requests will be processed within 30 day deadline in FY 2008

Objective: Develop a web-accessible collections and scientific library database that enables scientists and educators to find information and perform research.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of data entered into Re:Discovery collections database	Software application not completed in FY 2005	50% of collections data has been converted and entered into Re:Discovery in FY 2008

Education and Extension Services

Education and Public Programs: Develop meaningful education programs that are aligned with state and national education standards and trends; provide museum experiences that are engaging, educational, safe, memorable and visitor friendly by implementing effective methods of gallery interpretation to enhance learning opportunities to enable a full family learning experience.

Outreach: Provide scientifically informed and accurate natural history programs and exhibits for students, teachers and the public and develop awareness of Virginia's natural heritage among all citizens via the VMNH website, newsletter and publication series.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$589,831	\$589,831	9.50	9.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$24,525	\$24,525	0.00	0.00
<i>Annualize personnel costs associated with additional positions for the new museum facility</i>	\$29,345	\$29,345	0.00	0.00
<i>Provide funding for additional positions for the new museum facility</i>	\$41,705	\$54,941	1.00	1.00
Total for Service Area	\$685,406	\$698,642	10.50	10.50

Objective: Develop meaningful education programs that are aligned with state and national education standards and trends.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of program evaluations with overall rating of "good" or better.	85% program evaluations are rated "good" or better in FY 2005.	90% program evaluations are rated "good" or better in FY 2008.

Objective: Develop well-designed and maintained exhibits which are emotionally charged, immersive, well-paced, dramatic, social and grounded in content.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of exhibit evaluations with overall rating of "good" or better.	85% exhibit evaluations rated "good" or better in FY 2005.	90% exhibit evaluations are rated "good" or better in FY 2008.

Objective: Develop text, electronic, and web-based publications and educational materials.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of publications produced and distributed annually.	20 publications produced in FY 2005.	24 publications produced in FY 2008.

Objective: Develop a strong retail environment that encourages visitor purchases.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of revenue generated through retail sales.	Revenue generated in FY 2005 was \$0.26 per museum visitor.	Revenue generated increases to \$0.85 per museum visitor in FY 2008.

Operational and Support Services

Administration and Services: Manage the construction of the new museum facility to ensure a timely completion and opening; provide administrative support according to state guidelines to all VMNH program areas; provide IT services to enhance the museum programs; recruit and retain volunteers to support museum programs.

Development and Marketing (External Affairs):

- Raise awareness of the Museum resulting in increased attendance and membership;
- Promote an active membership base resulting in increased membership retention and increased levels of membership
- Increased individual, foundation, corporate, and range of government support for education, research and public programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,077,167	\$1,077,167	20.00	20.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$62,654	\$62,654	0.00	0.00
<i>Annualize personnel costs associated with additional positions for the new museum facility</i>	\$74,982	\$74,982	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$45,543	\$47,823	0.00	0.00
<i>Provide additional funding for operations of the new museum facility</i>	\$286,540	\$286,540	0.00	0.00
Total for Service Area	\$1,546,886	\$1,549,166	20.00	20.00

Objective: Provide Information Technolgy support services to enhance the museum programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of technology based training opportunities offered to staff	No technology based training opportunities are offered to staff members in FY 2005	Offer five (5) technology based training opportunities to staff members annually in FY 2007

Objective: Provide a safe and secure environment for the museum visitors and staff

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of operating days that Museum operates accident-free for visitors and staff	90% of operating days accident and incident free in FY 2005	95% of operating days accident and incident free in FY 2008

Objective: Increase attendance to the Museum

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of people who attend the Museum for general visitation or any special program	Annual attendance for FY 2005 was 27,127	Increase annual attendance to 70,000 in FY 2008
Number of Museum members	458 members in FY 2005	Increase membership to the Museum to 1000 by FY 2008

Objective: Increase revenue from contributed or grant support from individuals, corporations, foundations and range of public sector sources and rental of Museum facilities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of contributed support	\$2,000 in FY 2005	\$15,000 in FY 2008

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	All areas meet expectation	All areas meet expectations

Scientific Research

Research: Provide scientifically informed and accurate natural history programs and exhibits for students, teachers and the public and develop awareness of Virginia's natural heritage among all citizens via the VMNH website, newsletter and publication series.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$744,507	\$744,507	9.00	9.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$36,114	\$36,114	0.00	0.00
<i>Provide funding for additional positions for the new museum facility</i>	\$45,603	\$58,253	1.00	1.00
Total for Service Area	\$826,224	\$838,874	10.00	10.00

Objective: Build collections through appropriate research.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of specimens added to Museum collections	3,500 specimens added and maintained by the Museum and are accessible to scientists in FY 2005	Increase specimens in Museum collections by 5,000 appropriate specimens each year which are curated and maintained.

Objective: Be the premier resource in understanding and interpreting Virginia's natural heritage within a global context in ways that are relevant to all the citizens of the Commonwealth such as exhibits and publications.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of scientific collaborations	Collaborate with five State Agencies, Federal Agencies and Universities to conduct scientific research in FY 2005	Collaborate with ten State Agencies, Federal Agencies and Universities to conduct scientific research in FY 2008

Objective: Operate scientific labs that are visitor friendly and provide public education by encouraging interaction with Museum visitors.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of hours that laboratories are available for public viewing each week	Visitor access to laboratories is limited to a small number of exclusive "behind the scenes" tours in FY 2005	Vertebrate Paleontology and Archaeology laboratories are operational and visible to public 35 hours each week in FY 2008



Office of Public Safety

The agencies in the Public Safety secretariat work together to make Virginia a safer place to live, work, and raise a family. Public safety agencies in Virginia provide police protection to the public by investigating crimes, patrolling highways, and funding local police departments. Agencies in this secretariat also imprison adult felons and supervise offenders on probation or parole. They also treat, educate, and supervise troubled youth. Other functions include overseeing the National Guard, regulating and selling alcoholic beverages, training Commonwealth's attorneys, and responding to natural and man-made disasters.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$1,345,767,602	\$551,880,902	\$1,897,648,504	\$1,020,096,507	\$877,551,997	20,356.80
FY 2004	\$1,344,213,382	\$554,497,380	\$1,898,710,762	\$964,642,913	\$934,067,849	20,127.80
FY 2005	\$1,427,968,181	\$613,642,372	\$2,041,610,553	\$993,093,223	\$1,048,517,330	20,271.55
FY 2006	\$1,472,591,804	\$666,420,857	\$2,139,012,661	\$1,002,982,669	\$1,136,029,992	20,392.55
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,472,591,804	\$666,420,857	\$2,139,012,661	\$998,146,212	\$1,140,866,449	20,392.55
FY 2007 Addenda	\$178,832,551	\$61,861,393	\$240,693,944	\$127,330,228	\$113,363,716	1,307.00
FY 2007 TOTAL	\$1,651,424,355	\$728,282,250	\$2,379,706,605	\$1,125,476,440	\$1,254,230,165	21,699.55
FY 2008 Base Budget	\$1,472,591,804	\$666,420,857	\$2,139,012,661	\$998,146,212	\$1,140,866,449	20,392.55
FY 2008 Addenda	\$224,237,153	\$63,105,329	\$287,342,482	\$160,826,399	\$126,516,083	1,337.00
FY 2008 TOTAL	\$1,696,828,957	\$729,526,186	\$2,426,355,143	\$1,158,972,611	\$1,267,382,532	21,729.55
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$36,826,000	\$10,945,000	\$47,771,000	\$0	\$47,771,000	0.00
FY 2008 Capital	\$18,043,000	\$400,000	\$18,443,000	\$0	\$18,443,000	0.00

Secretary of Public Safety

Mission Statement

The Office of the Secretary of Public Safety's mission is to ensure a safe and secure Virginia by leading, supporting, managing and holding accountable 13 agencies to enforce the Commonwealth's laws; effectively respond to and prevent crime and substance abuse; and prepare for and manage natural or man-made emergencies; through collaboration, training and skill-building, research-based practices and state-of-the-art technology. Public Safety agencies include: Alcoholic Beverage Control (ABC), Commonwealth's Attorneys' Services Council (CASC), Correctional Education (DCE), Corrections (DOC), Criminal Justice Services (DCJS), Emergency Management (DEM), Fire Programs (DFP), Forensic Science (DFS), Governor's Office for Substance Abuse Prevention (GOSAP), Juvenile Justice (DJJ), Military Affairs (DMA), Parole Board (VPB), and State Police (VSP).

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Enforce the Commonwealth's laws through effective and efficient techniques including patrolling, surveillance, investigation, evidence collection and analysis, arrest, and prosecution.
- Respond to crime by holding offenders accountable through appropriate, cost-effective, interventions that reduce repeat offending.
- Respond to emergencies and disasters in a swift, effective and efficient manner.
- Prevent and address the factors that lead to crime and substance abuse.
- Use and manage Virginia's resources efficiently.

Customers Served:

- Commonwealths' Attorneys and staff
- Alcohol retail licensees
- Alcohol consumers
- Adult offenders
- Juvenile offenders
- Localities and local service providers
- Courts
- Citizen soldiers (National Guard)
- Law enforcement officers/first responders
- Crime victims

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$620,880	\$0	\$620,880	\$678,553	(\$57,673)	7.00
FY 2004	\$601,532	\$0	\$601,532	\$619,524	(\$17,992)	7.00
FY 2005	\$658,222	\$0	\$658,222	\$580,817	\$77,405	7.00
FY 2006	\$684,495	\$0	\$684,495	\$627,736	\$56,759	7.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$684,495	\$0	\$684,495	\$627,736	\$56,759	7.00
FY 2007 Addenda	\$52,150	\$0	\$52,150	\$50,007	\$2,143	0.00
FY 2007 TOTAL	\$736,645	\$0	\$736,645	\$677,743	\$58,902	7.00
FY 2008 Base Budget	\$684,495	\$0	\$684,495	\$627,736	\$56,759	7.00
FY 2008 Addenda	\$52,350	\$0	\$52,350	\$50,007	\$2,343	0.00
FY 2008 TOTAL	\$736,845	\$0	\$736,845	\$677,743	\$59,102	7.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$50,889 (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$1,261 (GF). For 2008, \$1,461 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$684,495	\$684,495	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$50,889	\$50,889	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,261	\$1,461	0.00	0.00
Total for Service Area	\$736,645	\$736,845	7.00	7.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Commonwealth's Attorneys' Services Council

Mission Statement

The mission of the Commonwealth's Attorneys' Services Council is to attract, develop, maintain and retain the finest prosecutorial force in the nation. The Council is committed to ensuring the upgrading of criminal justice administration by providing and coordinating training, education and services for prosecutors.

Agency Goals:

- To provide high quality continuing legal education training to prosecutors.
- Increase number of jurisdictions collecting data from case management program.
- To provide all Virginia prosecutors the opportunity to meet the annual continuing legal education (MCLE) requirements mandated by the Virginia State Bar to maintain their licenses to practice law.
- Establish a Resource Center for prosecutors and support staff to access.

Customers Served:

- 120 Locally elected Commonwealth's Attorneys, their Assistants and support staff

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$445,157	\$38,450	\$483,607	\$378,608	\$104,999	5.00
FY 2004	\$418,462	\$38,450	\$456,912	\$365,955	\$90,957	5.00
FY 2005	\$631,939	\$38,450	\$670,389	\$367,112	\$303,277	5.00
FY 2006	\$707,539	\$38,450	\$745,989	\$442,712	\$303,277	6.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$707,539	\$38,450	\$745,989	\$502,608	\$243,381	6.00
FY 2007 Addenda	\$50,636	\$0	\$50,636	\$25,920	\$24,716	1.00
FY 2007 TOTAL	\$758,175	\$38,450	\$796,625	\$528,528	\$268,097	7.00
FY 2008 Base Budget	\$707,539	\$38,450	\$745,989	\$502,608	\$243,381	6.00
FY 2008 Addenda	\$50,825	\$0	\$50,825	\$25,920	\$24,905	1.00
FY 2008 TOTAL	\$758,364	\$38,450	\$796,814	\$528,528	\$268,286	7.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$25,920 (GF).

► Adjust funding for agency expenditures related to cost of basic operations

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$24,716 (GF). For 2008, \$24,905 (GF).

► Convert part-time position to full-time

Enables the agency to convert its part-time fiscal officer position to full-time. No additional funding is required. For 2007, one position.

Agency Service Areas:

Prosecutorial Training

The Council provides and coordinates training and continuing legal education activities for all Commonwealth's Attorneys and Assistant Commonwealth's Attorneys in Virginia. Programs change according to current needs in regional jurisdictions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$172,832	\$172,832	6.00	6.00
Total for Service Area	\$172,832	\$172,832	6.00	6.00

Objective: To provide a professional organization for the education, training, services and coordination of technical efforts of state prosecutors

Objective: To ensure all Virginia prosecutors the opportunity, through Council sponsored training programs to meet the annual continuing legal education (MCLE) requirements mandated by Virginia State Bar to maintain their licenses to practice law.

Technical Assistance and Information Dissemination to Prosecutors

The Council gathers and disseminates information to all Commonwealth's Attorneys relative to their official duties.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$70,549	\$70,549	0.00	0.00
<i>Convert part-time position to full-time</i>	\$0	\$0	1.00	1.00
Total for Service Area	\$70,549	\$70,549	1.00	1.00

Objective: To have all 120 Commonwealth's Attorney's offices accessing the resource center.

Administrative Services

The Council coordinates the technical efforts of Commonwealth's Attorney and strives to maintain and improve prosecutor efficiency and effectiveness in enforcing the laws of the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$502,608	\$502,608	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$25,920	\$25,920	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$24,716	\$24,905	0.00	0.00
Total for Service Area	\$553,244	\$553,433	0.00	0.00

Objective: To have all 120 Commonwealth's Attorney's offices up and running on the VCAIS system.

Department of Alcoholic Beverage Control

Mission Statement

The mission of the Department of Alcoholic Beverage Control is to control the distribution of alcoholic beverages; operate efficient, conveniently located retail outlets; enforce the laws of the Commonwealth pertaining to alcoholic beverages and youth access to tobacco products; and provide excellent customer service, a reliable source of revenue, and effective public safety.

Agency Goals:

- Effective Public Safety ~ Improve public safety through increased compliance and responsible consumption.
- Excellent Customer Service - Enhance services provided to agency customers and stakeholders.
- Reliable Source of Revenue Growth ~ Generate increasing revenues while promoting sound business practices.
- Employee Management and Development - Build and maintain a work environment and an employee support climate conducive to performance excellence, full participation and organizational growth.

Customers Served:

- ABC Licensees
- ABC Store Customers (annual transactions)
- Prevention Groups (Community Service Boards)
- Colleges & Universities
- Schools K-12 public and private
- City & County Law Enforcement Agencies
- Federal Law Enforcement Agencies
- Local City & County Governments
- Liquor Vendors
- Vendors & Suppliers other than liquor
- State Government Agencies
- Trade Associations

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$327,850,177	\$327,850,177	\$55,815,958	\$272,034,219	938.00
FY 2004	\$0	\$347,021,815	\$347,021,815	\$56,207,203	\$290,814,612	944.00
FY 2005	\$0	\$391,877,746	\$391,877,746	\$64,181,925	\$327,695,821	962.00
FY 2006	\$0	\$440,406,412	\$440,406,412	\$66,829,276	\$373,577,136	992.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$440,406,412	\$440,406,412	\$64,252,088	\$376,154,324	992.00
FY 2007 Addenda	\$0	\$7,933,265	\$7,933,265	\$5,282,163	\$2,651,102	20.00
FY 2007 TOTAL	\$0	\$448,339,677	\$448,339,677	\$69,534,251	\$378,805,426	1,012.00
FY 2008 Base Budget	\$0	\$440,406,412	\$440,406,412	\$64,252,088	\$376,154,324	992.00
FY 2008 Addenda	\$0	\$7,300,053	\$7,300,053	\$5,282,163	\$2,017,890	20.00
FY 2008 TOTAL	\$0	\$447,706,465	\$447,706,465	\$69,534,251	\$378,172,214	1,012.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$0	\$400,000	\$400,000	\$0	\$400,000	0.00
FY 2008 Capital	\$0	\$400,000	\$400,000	\$0	\$400,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$4.4 million (NGF).

▶ **Reduce lottery ticket purchase**

Reduces funding for lottery ticket purchases by agency retail outlets due to a decrease in lottery ticket sales. For each year, a reduction of \$2.5 million (NGF).

▶ **Realign funding to proper service area**

Transfers the budgets for "Training and Intervention Procedure" and "College Conference" from the Administration Program to the Enforcement Program, where funds are expended. (Net zero adjustment)

▶ **Fund unbudgeted cost increases**

Provides funding to address inflation at agency retail stores, including the costs of rent, freight, and utilities. For 2007, \$2.7 million (NGF). For 2008, \$3.0 million (NGF).

▶ **Fund store modernization**

Adds funds for the routine replacement of carpet and modernization of fixtures in the agency's retail stores. For 2007, \$285,000 (NGF).

▶ **Fund store expansion**

Adds funding and positions for the expansion of the agency retail store network by 10 stores in 2007 and includes operational costs for the additional stores in 2008. For 2007, \$2.7 million (NGF) and 20 positions. For 2008, \$2.0 million (NGF).

▶ **Fund principal and interest payments for new warehouse racking system**

Provides additional funds for payments made under the Master Equipment Lease Program for a new agency warehouse racking system. For each year, \$440,741 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

▶ **Fund maintenance reserve**

Provides funding for maintenance reserve projects, including elevators, parking lots, and electrical services. For the biennium, \$800,000 (NGF).

Agency Service Areas:

Enforcement and Regulation of Alcoholic Beverage Control Laws

This service area for ABC is defined by the services and functions of the Bureau of Law Enforcement including Education, License Record Management, Tax Management and the Hearings and Appeals Division. For public safety, ABC's strategic priorities have included the aggressive promotion of zero tolerance for underage access and consumption of alcohol and tobacco, the promotion of responsible selling and serving by ABC licensees, and responsible consumption by adults.

Services Include:

- Annually conducts over 10,000 compliances checks of businesses and licensees concerning underage sales of alcohol and tobacco.
- Issues annual licenses to 14,000 businesses and retail establishments to sell alcoholic beverages in the Commonwealth. Issues annually over 10,000 one-day banquet and special event licenses.
- Conducts background investigations to annually issue 2,500 new retail, wholesale, and special permit licensees.
- Investigates illegal and criminal activity in licensed establishments and works with local, state and federal law enforcement agencies on these issues.
- Investigates the illegal manufacturing and sales of alcohol (stills and nip joints)
- Participates with state and federal law enforcement investigations and task forces related to anti drug, alcohol, and tobacco issues.
- Promotes fair and equitable business practices through the enforcement of regulations.
- Issues violations for non-compliance with ABC code and regulations, conducts administrative hearings for these violations, and collects civil penalties and fees.
- Tax Management section audits and collects the wholesale wine and malt beverage taxes for all wine and beer amounting to over \$60 million per year.
- Review and approval of all wine and beer products.
- ABC Education section conducts training for thousands of ABC licensees and servers of alcohol on responsible selling and serving.
- ABC Education creates and distributes over 200,000 pieces of prevention literature annually to licensees, schools, and the general public.
- Distributes grants to enhance community prevention coalitions in alcohol prevention and community education initiatives.
- Participates with the Youth Alcohol and Drug Abuse Prevention Project (YADAPP), and the College Alcohol Leadership Council. These efforts are partnerships between various state agencies, educational institutions and ABC that have continued to shape alcohol prevention efforts for the last 20 years.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,228,704	\$12,228,704	170.00	170.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$462,590	\$462,590	0.00	0.00
<i>Realign funding to proper service area</i>	\$39,000	\$39,000	0.00	0.00
Total for Service Area	\$12,730,294	\$12,730,294	170.00	170.00

Objective: Increase Licensees Under Age Buyer (UAB) Compliance Rate For Alcohol

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Underage Buyer (UAB) compliance rate for retail licensees	2004 - 91% compliance rate	Greater than or equal to 93% compliance rate

Objective: Increase Under Age Buyer(UAB) Compliance Rate For Tobacco

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
UAB compliance rate for retail stores	2004 compliance rate is 87%	Compliance rate of 90%

Objective: Reduce Retail Licensee Application Processing Time

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Days to process new retail licensee application	2004 timeframe was 64 days to process application	Reduce to 60 days processing time

Objective: Increase The Percentage Of Licensees Receiving Inspections

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of ABC licensees inspected annually	Baseline to be determined by July 2006	To be determined after baseline established

Administrative Services

This service area is defined by the services and functions provided by the following Divisions:

- Public Affairs responds to media and citizen comment, communication of information internally and externally and the design, writing, graphics and production of prevention and education materials.
- Human Resource services include hiring, employee evaluation, workers compensation and safety, and internal employee training.
- Information Technology Services provides development, maintenance and stable operations of computer systems and timely help desk support for end users.
- Property Management Services includes preventive facility maintenance to protect ABC assets and management of the store leasing process for ABC store locations. Opening of new stores, relocation of stores, and renovation of stores is also a major service responsibility.
- Policy, Analysis and Support Services includes the purchasing of goods and services for internal operations and the delivery of supplies to stores and central office. Additional services include development of store location strategy, agency business plan and customer/stakeholder satisfaction surveys.
- Financial Management Services is responsible for all fiscal functions including payroll, budgeting, cash receipts, cash disbursements and financial reporting.
- Internal Audit has agency-wide responsibility for identifying risk, assisting management in developing proper internal controls, conducting agency administrative reviews and investigating all state hotline complaints.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$23,720,515	\$23,720,515	152.00	152.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$462,741	\$462,741	0.00	0.00
<i>Realign funding to proper service area</i>	(\$39,000)	(\$39,000)	0.00	0.00
Total for Service Area	\$24,144,256	\$24,144,256	152.00	152.00

Objective: Maintain Compliance With State Administrative And Financial Policies

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
APA: Number of Management points assessed	2004 - 0 APA Points	0 APA Points assessed
Number of times ABC is out of compliance on DOA Compliance Report	2004 - 2 times out of compliance	0 times out of compliance
Increase percent of discretionary procurement to SWAM vendors	Baseline to be determined by January 2006	Target to be determined by January 2006

Alcoholic Beverage Control Retail Store Operations

Services Include:

- Operate over 300 retail stores throughout the state, controlling access to distilled spirit products in the Commonwealth.
- Ensure equitable service throughout the Commonwealth using a sophisticated store location process to maximize customer service and profitability.
- Provide over 2,000 products for sale including non alcoholic mixers and Virginia Lottery tickets.
- Service 3,600 restaurants licensed to sell mixed beverages in the Commonwealth.
- Conduct over 20 million customer transactions generating in excess of \$532 million in sales in FY 2005.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$61,662,703	\$61,662,703	606.00	606.00
Transfer centrally funded amounts to agency budgets	\$3,319,516	\$3,319,516	0.00	0.00
Fund unbudgeted cost increases	\$2,677,144	\$2,968,932	0.00	0.00
Fund store modernization	\$285,000	\$0	0.00	0.00
Fund store expansion	\$2,677,144	\$2,037,144	20.00	20.00
Total for Service Area	\$70,621,507	\$69,988,295	626.00	626.00

Objective: Increase Customer Satisfaction

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase number of stores meeting service standards as determined by the Mystery Shopper Program service standard compliance rate	Baseline is the current annual average of 72%	2008 - 80% service standard compliance rate
Increase the number of stores meeting design standards	to be Determined by July 2006	To be determined by July 2006
Maintain store density/service level as the number of citizens per store	2004 - 25, 209 per store	2008 - 23,000 per store
Overall customer satisfaction with ABC Stores by annual customer survey results	2004 - 91 % Satisfied	2008 - Greater than or equal to 91%

Alcoholic Beverage Purchasing, Warehousing and Distribution

Services Include:

- Manage a 300,000 square foot central distribution center in Richmond (currently undergoing major renovation including the installation of racks and conveyors).
- Manage a warehouse inventory of over 2,500 products with an average inventory exceeding 250,000 cases and a volume exceeding 3.2 million cases annually.
- Process receipts from vendors averaging over 10 tractor-trailer loads per day.
- Fill and ship orders to over 300 stores, most on a weekly basis.
- Process vendor payments of over \$270 million annually.
- Manage product pricing; discount programs, and vendor promotions.
- Manage product inventory and merchandising including shelf management, displays and central inventory management.
- Offer special order services such as in-store specialty item catalogs and special orders for merchandise not carried by ABC.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$342,794,490	\$342,794,490	64.00	64.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$117,672	\$117,672	0.00	0.00
<i>Reduce lottery ticket purchase</i>	(\$2,509,283)	(\$2,509,283)	0.00	0.00
<i>Fund principal and interest payments for new warehouse racking system</i>	\$440,741	\$440,741	0.00	0.00
Total for Service Area	\$340,843,620	\$340,843,620	64.00	64.00

Objective: Provide Effective Inventory Management

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain annual inventory turn rate of 7.6 or greater per year	2004 turnover rate is 7.6	2008 - Greater than or equal to turnover rate of 7.6

Objective: Maintain Product Availability

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce the percentage of stockouts.	2004 - 97% product available	2008- Greater than or equal to 97%

Objective: Provide Efficient Warehouse Management

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Warehouse Labor Productivity	Baseline to be determined by January 2007.	Target determined by January 2007.

Department of Correctional Education

Mission Statement

The Department of Correctional Education's mission is to provide quality educational programs that enable incarcerated youth and adults to become responsible, productive, tax-paying members of their communities

Agency Goals:

- Increase the level of educational gains and achievements of students enrolled in DCE programs.
- Increase the workforce preparedness for the 21st century of students enrolled in DCE programs.
- Manage DCE human & fiscal resources to ensure successful recruitment & retention of highly qualified educational personnel and efficient, effective program operations.
- Improve community reintegration and reduce recidivism through exemplary academic programs, career & technical training and transitional services.

Customers Served:

- Adult Academic Enrollments FY 03-04
- Adult Career/Technical Enrollments FY 03-04
- Adult Cognitive and Transition Enrollments FY 03-04
- Adult Human Development FY 03-04
- Juvenile students FY 03-04 (*Potential-depends upon DJJ population)

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$44,851,617	\$1,758,288	\$46,609,905	\$45,468,247	\$1,141,658	766.55
FY 2004	\$44,630,310	\$1,758,288	\$46,388,598	\$43,272,702	\$3,115,896	770.55
FY 2005	\$46,325,900	\$1,836,565	\$48,162,465	\$42,992,089	\$5,170,376	770.55
FY 2006	\$46,874,320	\$1,836,565	\$48,710,885	\$42,992,089	\$5,718,796	764.55
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$46,874,320	\$1,836,565	\$48,710,885	\$46,509,329	\$2,201,556	764.55
FY 2007 Addenda	\$6,425,678	\$72,629	\$6,498,307	\$4,954,383	\$1,543,924	17.00
FY 2007 TOTAL	\$53,299,998	\$1,909,194	\$55,209,192	\$51,463,712	\$3,745,480	781.55
FY 2008 Base Budget	\$46,874,320	\$1,836,565	\$48,710,885	\$46,509,329	\$2,201,556	764.55
FY 2008 Addenda	\$10,497,610	\$72,629	\$10,570,239	\$7,622,723	\$2,947,516	41.00
FY 2008 TOTAL	\$57,371,930	\$1,909,194	\$59,281,124	\$54,132,052	\$5,149,072	805.55

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$3.4 million (GF) and \$72,629 (NGF).
- ▶ **Increase funds for teaching materials, supplies, and equipment**
Increases funds to address the agency's operating needs, rather than diverting personnel resources for these purposes. These needs include funds for teaching materials, supplies, and equipment. For each year, \$600,000 (GF).
- ▶ **Replace funds from expiring federal Department of Labor grants**
Provides funds to continue four positions previously funded by a United States Department of Labor grant at Beaumont Juvenile Correctional Center and two positions at Culpeper Juvenile Correctional Center. The two grants were obtained by the Department of Juvenile Justice to assist in the career and technical (vocational) education for older wards housed at Beaumont and Culpeper and to provide additional security and transition services. For 2007, \$361,856 (GF) and six positions. For 2008, \$419,012 (GF).
- ▶ **Fund the teacher parity program**
Provides funds to continue the teacher parity program, enabling the agency to compete with local public schools for quality and licensed teachers and to be able to retain those teachers. The 1996 General Assembly enacted language which requires the Department of Human Resource Management to establish pay scales for the agency's teachers that are competitive with the pay scales of local public schools. For 2007, \$317,166 (GF). For 2008, \$585,534 (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$582,997 (GF). For 2008, \$564,186 (GF).
- ▶ **Increase career and technical education (vocational) programs at Culpeper Juvenile Correctional Center and Bon Air Juvenile Correctional Center**
Increases funding and staff for two additional career and technical (vocational) educational programs for Culpeper Juvenile Correctional Center and one program at Bon Air Juvenile Correctional Center. For 2007, \$382,847 (GF) and three positions. For 2008, \$209,813 (GF).
- ▶ **Fund educational programs at Pittsylvania State Prison at Chatham**
Provides funds and staff to provide educational programs and services for the adult inmate populations to be committed to the 1,000-bed Pittsylvania State Prison at Chatham, scheduled to open in May 2007. For 2007, \$99,795 (GF) and three positions. For 2008, \$2.1 million (GF) and 12 additional positions.

► **Fund additional educational programs at Deerfield Correctional Center**

Provides funds and staff to initiate additional career and technical education programs and services for the increased adult inmate populations to be assigned to the Deerfield Correctional Center in March 2007. For 2007, \$221,940 (GF) and two positions. For 2008, \$143,092 (GF).

► **Fund educational programs at Tazewell State Prison at Pocahontas**

Provides funds and staff to provide educational programs and services for the adult inmate populations to be committed to the 1,000-bed Tazewell State Prison at Pocahontas, scheduled to open in March 2007. For 2007, \$99,795 (GF) and three positions. For 2008, \$2.1 million (GF) and 12 additional positions.

► **Initiate evening career and technical education programs at various adult Correctional Centers**

Provides funds to implement evening career and technical education training programs at identified adult facilities beginning July 2006. This will include instruction and training services in the career and technical trade areas, along with related employability skills training. For each year, \$400,000 (GF).

Agency Service Areas:

Adult Community Instructional Services

This area provides educational programs to the offenders at the detention centers, diversion centers and day reporting centers of the Community Corrections centers operated by the Virginia Department of Corrections. DCE offers Academic , Transitional Services and Classes (Productive Citizenship) , Cognitive Skills and Career Preparation at all the Detention and Diversion Centers and at most of the Day Reporting Programs in Virginia. In several sites there are combined School Improvement Teams/Community Advisory Boards managing the programs at each site. These planning teams also involve members of community businesses and service organizations

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,014,156	\$1,014,156	14.00	14.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$73,447	\$73,447	0.00	0.00
<i>Increase funds for teaching materials, supplies, and equipment</i>	\$16,000	\$16,000	0.00	0.00
Total for Service Area	\$1,103,603	\$1,103,603	14.00	14.00

Objective: Increase the number of students completing the Productive Citizenship Program at Detention & Diversion Centers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
By 2008, 90% of students completing diversion or detention programs will complete Productivity Citizenship and receive PC Certification	70% based upon the previous fiscal year	Increase PC completions by 2% each year for a target of 75% by FY 2008

Objective: DCE will raise the number of students completing GED certificates at Community Corrections sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the number of GED's earned by 5% annually to 150 by 2008	2003 – 90 GED Certificates earned at Community Corrections sites 2004 - 105 GED Certificates earned at Community Corrections sites 2005 – 130 GED Certificates earned at Community Corrections sites	The target is to raise the # of GED Certificates earned by 5% per year at the Diversion & Detention Centers at the following schedule: 2006 : 136 GED Certificates Earned 2007 : 143 GED Certificates Earned 2008: 150 GED Certificates Earned

Objective: Evaluate the impact of DCE educational programs in community corrections and the future needs of the Community Correction sites.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Program assessment and follow-up with participants at least every five years to demonstrate program efficacy	No information on effectiveness of DCE programs at diversion, detention or day reporting centers. No evaluation data exists to determine if administrators at centers believe that DCE is perceived to be filling their needs. Data will be available by 2008	Establish program effectiveness and recidivism impact by 2008

Youth Instructional Services

The youth academic instructional service area provides academic programs on the middle school and high school level at eight juvenile correctional facilities. All programs operate in accordance with state regulations issued by the State Board of Education.

- Curriculum & Instruction

DCE provides DOE approved curriculums for all of the core content subjects. These also include a teacher-written DCE Test Bank of questions and correlating Pacing Charts in accordance with the most updated SOL and Blueprints.

DCE teachers are provided with professional development opportunities to improve their instructional skills, earn re-certification points, and gain highly qualified status (required by No Child Left Behind federal legislation). Classroom instruction is monitored to assure quality teaching and curriculum materials are updated to ensure alignment to all SOLs.

- Title I

Title I provides funding for contractual services of School Improvement Specialists. These Specialists provide onsite training for teachers in order to improve the quality of instruction as a means to enhance educational outcomes. Title I also supports parental involvement activities, such as:

- PEATC (Parent Education Advocacy Training Center) training sessions for parents of incarcerated juveniles
- Production of videos about school violence, honesty, responsibility and respect.
- Informational literature on gang information
- Motivational and informative literature distributed to parents
- Formation of parent groups
- Consultation with AES, a social and mental health service, to provide outreach programs to parents
- Technical Assistance

Technical Assistance is provided to create and maintain quality student portfolios. Student portfolios contain a collection of work reflecting growth and mastery on each of the state's Standards of Learning (SOL) exams. Technical assistance is also provided to new teachers to improve and enhance instructional performance.

- Instructional Technology

Instructional technologies are deployed in juvenile schools to support teaching and learning in all areas of instruction. The Fast ForWord brain-based computer reading program is utilized to increase the reading and oral language skills of students who have the lowest reading levels according to the Woodcock-Johnson/Star Reading tests. Students are administered a pre-test before the Fast ForWord intervention and a posttest after they have either finished the protocol or upon release from the facility. This data is collected and a statistical analysis of the results is reported. This technology requires ongoing funding and coordination and leadership at the central office level. Instructional technologies such as science simulation software and data collection technologies are also widely deployed to support instruction. Moreover, instructional technology is vital to the mission of the DCE. It provides both teachers and students with advanced learning tools that are similar to their public school counterparts. Professional development that trains teachers and principals in the integration of technology is also provided by the instructional technology department.

The oversight of the selection, purchasing, and installation of instructional software is a core responsibility of the director working in collaboration with VITA. Technology upgrades to computer hardware, software, and wireless technologies is also provided to enhance agency communication and the advancement of technology literacy for teaching, administrative staff, and students.

- ISAEP Program

The Student Alternative Individual Education Plan Program is defined as an educational program, which has been established to serve and assist students who appear unlikely to complete a traditional high school program and are at least one year of credit deficient as compared to their ninth grade class. It will provide them with an opportunity to earn alternative high school credentials and to gain vocational experience in a career area.

They must be sixteen years old in order to satisfy the age requirement of the American Council on Education regarding GED testing. A student must score at least 410 on all subtests to enter the program. Also, they must demonstrate a 7.5 grade equivalent on a recognized standardized reading test.

Students may take the GED test when they have scored at least 2250 total points and a minimum score of at least 450 on each part of the Official GED Practice Test and have successfully completed a minimum of 85% of the CTE competencies in at least one CTE class.

- Standards of Learning Assessments

SOL tests are administered during the fall, spring, and summer at each of our youth schools:

Students enrolled in Grade 8 and the following End-of-Course classes participate in testing during the 2nd semester of their enrollment.

Grade 8 Tests:

English 8: Reading

English 8: Writing

Mathematics

Science

Social Studies

End of Course Courses
 English: Reading
 English: Writing
 Algebra I
 Algebra II
 Geometry
 Biology
 Chemistry
 Earth Science
 VA & US History
 World Geography
 World History I
 World History II
 Expedited Retake Sessions

Expedited Retake Sessions are offered for students who scored between 375 – 399 on their End-of-Course SOL test.

- GED Program

Inmates at adult institutions who meet the minimum qualifications may enroll in classes that will prepare them to participate in GED testing.

- Special Education Services

DCE provides the full continuum of special education services in all juvenile correctional centers. DCE maintains full compliance with state and federal guidelines to include IDEIA 2004 and NCLB. Services include identification, eligibility instruction and transition. DCE employs two speech therapists and one full and one part-time school psychologist. IEP coordinators provide direct assistance to the special education teachers at each school. The Special Education Director has overall responsibility for agency compliance.

- Youth Library Services

The DCE youth libraries serve as resource centers that offer a variety of materials, programs and services to support the facility’s offender programs. As resource centers, the DCE libraries provide offenders with:

- Opportunities to practice and reinforce what they learn in the classroom through materials, programs and services which support the classroom curricula;
- Opportunities to increase or supplement their education through self-study and self-directed reading materials;
- Help preparing for work and transition back into the community as civil, sober, productive citizens through work-based education, life skills, substance abuse prevention, and transition materials, services and programs;
- Appropriate, constructive leisure activity through access to reading materials and library programs.

By acting as resource centers that provide these types of materials, services and programs, the DCE Libraries support the DCE Agency Goal 1, Increase the level of educational gains and achievements of students enrolled in DCE Agency Goal 2, Increase the workforce preparedness for the 21st century of students enrolled in DCE programs.

In fiscal year 2004-2005 DCE juvenile school libraries were available to serve an inmate population of 1,100 (June 2005 data). The librarians are required by the Virginia Department of Education to possess a teacher license that includes a librarian endorsement.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,445,527	\$14,445,527	242.50	242.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,050,059	\$1,050,059	0.00	0.00
<i>Increase funds for teaching materials, supplies, and equipment</i>	\$32,000	\$32,000	0.00	0.00
Total for Service Area	\$15,527,586	\$15,527,586	242.50	242.50

Objective: Increase the level of educational gains and achievements of students enrolled in juvenile academic programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The graduation rate of twelfth grade students enrolled in school on or before Sept. 30 will equal or exceed the % of graduates with standard or modified standard diplomas in the state	Established rate based upon the number of seniors for each school year	Increase by 2% by 2010
The graduation rate of 12th grade students with disabilities enrolled on or before Sept. 30th who earn either an advanced studies, a standard, a modified standard, or a special diploma will equal or exceed the percentages of non-disabled graduates in DCE	DCE demographic	To meet or exceed the percentages of non-disabled students
Students enrolled in the Fast ForWord brain-based computer learning program will increase their reading levels by 1-2 grade levels in 8-16 weeks	Pretest and posttest scores from the previous year	Increase 2-3 grade levels
The GED passing rate for students enrolled in the Individualized Student Alternative Education Program (ISAEP) will equal or exceed that of students enrolled in the ISAEP in the state.	Established this year	Increase by 2% by 2008
The passing rate for students enrolled in the GED program will equal or exceed that of students taking the GED in the state.	Established this year	Increase by 3% by 2008

Objective: Increase and retain highly-qualified instructional staff.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase and retain highly-qualified instructional staff		Improve the retention rate by 1% annually

Career and Technical Instructional Services for Youth and Adult Schools

This service area provides instruction to juveniles and adults in Career and Technical Education, Apprenticeship Training, Transition Services, Productive Citizenship Program, Cognitive Intervention Program (for adults), Parenting, Postsecondary Education, and Work Keys Career Readiness Certificate Assessment (proposed) as addressed below:

- Career and Technical Education (Juvenile and Adult)

The Department of Correctional Education offers Career and Technical Education training in 36 different trade areas to adult inmates assigned to the state's adult correctional facilities (to include Correctional Field Units, Diversion Centers, and Detention Centers) and in 26 different trade areas including 107 individual courses to wards committed to the state's juvenile correctional facilities. Each program is designed to provide the student with the required job tasks and employability skills that will allow them to obtain and maintain employment when released from the facilities.

- Apprenticeship Program (Juvenile and Adult)

Apprenticeship programs provide an opportunity for students to advance their basic trade skills by working in a job setting under the supervision of a skilled tradesman. Students also receive related theory and academic instruction to further their knowledge as it applies to a specific trade area. All apprentices are registered with the Department of Labor and must comply with all state and federal regulations.

- Transition Program (Youth) and Productive Citizenship Program (Adult)

Youth Transition Specialists provide individualized release preparation services to youth by identifying each youth's long-term and short-term goals, and creating linkages to community services, prospective employment, and educational opportunities. Adult Transition Education Specialists teach the Productive Citizenship program that provides critical transition education to offenders preparing for their release from incarceration, affording them the skills and knowledge that will enhance their chances of making a successful transition to their communities.

- Cognitive Programs (Adult)

Cognitive Education Programs teach skills in thinking, decision-making, social interaction, and problem-solving designed to enable offenders to function more effectively and make better life choices while incarcerated as well as in the community post-release.

- Parenting Education Programs (Adult)

Parenting Education teaches skills in parenting to offenders at six Adult Institutions. The Parenting Education curriculum, Dads, Inc. and Moms, Inc. was written and is taught by a formerly incarcerated parent who is now a DCE employee.

- Postsecondary Programs (Adult)

Postsecondary educational programs are funded through a federal grant and scholarships from private foundations... Currently, some youth are participating in correspondence-style college classes funded by parents and private scholarships.

- Work Keys Career Readiness Certificate Assessment (Adult) Proposed

The Work Keys Career Readiness Certificate provides a credential to demonstrate certain work readiness skills that Virginia employers have identified as most critical in the job market.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,521,217	\$12,521,217	198.00	198.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$858,023	\$858,023	0.00	0.00
<i>Increase funds for teaching materials, supplies, and equipment</i>	\$214,400	\$214,400	0.00	0.00
<i>Replace funds from expiring federal Department of Labor grants</i>	\$361,856	\$419,012	6.00	6.00
<i>Fund the teacher parity program</i>	\$317,166	\$585,534	0.00	0.00
<i>Increase career and technical education (vocational) programs at Culpeper Juvenile Correctional Center and Bon Air Juvenile Correctional Center</i>	\$382,847	\$209,813	3.00	3.00
<i>Fund educational programs at Pittsylvania State Prison at Chatham</i>	\$0	\$1,011,932	3.00	15.00
<i>Fund additional educational programs at Deerfield Correctional Center</i>	\$221,940	\$143,092	2.00	2.00
<i>Fund educational programs at Tazewell State Prison at Pocahontas</i>	\$0	\$1,050,871	0.00	6.00
<i>Initiate evening career and technical education programs at various adult Correctional Centers</i>	\$400,000	\$400,000	0.00	0.00
Total for Service Area	\$15,277,449	\$17,413,894	212.00	230.00

Objective: Increase the level of educational gains and achievements of students enrolled in DCE programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the average percentage of tasks completed by adult program completers by a minimum of 0.25% per year	Average Number of course completers: 1,454.3. Average percent of tasks completed: 96.4. Average percent of students completing more than 85%: 96.9.	Fiscal Year 2005-06: The average percent will be increased to 96.64%. Fiscal Year 2006-07: The average percent will be increased to 96.88%. Fiscal Year 2007-08: The average percent will be increased to 97.12%.
Increase the average percentage of adult students completing more than 85 percent of the established program tasks by a minimum of 0.25% per year	Average Number of course completers: 1,454.3. Average percent of tasks completed: 96.4. Average percent of students completing more than 85%: 96.9.	Fiscal Year 2005-06: The percent will be increased to 97.14%. Fiscal Year 2006-07: The percent will be increased to 97.38%. Fiscal Year 2007-08: The percent will be increased to 97.62%.
Administer pre and posttest to a minimum of 90 percent of juvenile course completers as measured by the results of students testing	The data from 2003-04 test indicate 90.3% of the students were tested	For the fiscal year 2005-06, a minimum of 90 percent of juvenile course completers will be administered the required pre and posttest.
Increase to 19.5, or more points, the number of points reflecting the difference between the average pre test and posttest scores obtained by students on tests covering technical trade knowledge	The current baseline is 18.5	Beginning in fiscal year 2005-06, students who complete juvenile courses will demonstrate an increase in points of 19.5
Increase the average percentage of tasks completed by a minimum of 0.10% per year	Average number of course completers: 278.3 Average percent of tasks completed: 96.4 Average percent of students completing more than 85%: 93.3	Fiscal Year 2005-06: The average percent will be increased to 96.50%. Fiscal Year 2006-07: The average percent will be increased to 96.74%. Fiscal Year 2007-08: The average percent will be increased to 96.88%.
Increase the percentage of juveniles completing more than 85 percent of the established tasks completed by a minimum of 0.25% per year	Average number of course completers: 278.3 Average percent of tasks completed: 96.4 Average percent of students completing more than 85%: 93.3	Fiscal Year 2005-06: The percent will be increased to 93.53%. Fiscal Year 2006-07: The percent will be increased to 93.76%. Fiscal Year 2007-08: The percent will be increased to 93.99%.

Adult Instructional Services

This service area provides instruction to adults in six adult education levels as defined by the National Institute for Literacy (NIFL), including the functional literacy program (FLP), adult basic education, special education services and General Educational Development (GED). A new Spanish adult literacy program is being implemented in two adult correctional facilities. The programs are addressed in the following sections.

- Functional Literacy Program – academic instruction for inmates in adult institutions who have been tested below the eighth-grade level.
- Adult Basic Education – academic instruction for inmates who fail to meet the requirements of FLP eligibility, yet want to receive educational services.
- Special Education – academic services for inmates who are eligible to receive services in compliance to state and federal guidelines.
- General Educational Development (GED) – academic instruction for inmates who meet program eligibility requirements.
- Spanish Adult Literacy/Plaza Comunitarias – program that will allow Spanish-speaking inmates to receive educational instruction that will be useful upon their return to their native countries.
- Library Services – provides access to information and reading services to all inmates, regardless of institutional security levels
- Work Keys Career Readiness Certificate Assessment (Adult) Proposed – an initiative that will provide inmates training and certification in workforce preparedness.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,210,091	\$9,210,091	149.05	149.05
<i>Transfer centrally funded amounts to agency budgets</i>	\$650,023	\$650,023	0.00	0.00
<i>Increase funds for teaching materials, supplies, and equipment</i>	\$188,160	\$188,160	0.00	0.00
<i>Fund educational programs at Pittsylvania State Prison at Chatham</i>	\$0	\$885,002	0.00	0.00
<i>Fund educational programs at Tazewell State Prison at Pocahontas</i>	\$0	\$889,246	0.00	6.00
Total for Service Area	\$10,048,274	\$11,822,522	149.05	155.05

Objective: Increase the level of educational gains and achievements of students enrolled in DCE adult academic programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the average percentage of adult education level completions by a minimum of .3% per year	A baseline data of 23.8% was established based on a review of records for the period fiscal years 2001-02 to 2003-04	Based on the above baseline data, the following reflects the targets established for the average percent of level completions by students: By 2009-10 the agency will meet or exceed 25%

Objective: Increase the academic-vocational linkages to improve workforce preparedness for the 21st century

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide career readiness certificates to inmates who are on a functional literacy level of sixth-grade or higher and are exiting the correctional system within 18 months	At this point, the agency has not begun the process of implementing Career Readiness Certification program for the adults enrolled in academic programs. A baseline will be established in FY 06.	Targets for the gold, silver and bronze career readiness certificates will be established once a baseline is reached

Objective: Conduct program evaluations every three to five years to determine impact on reduction of criminal recidivism and improved career outcomes for participants

Instructional Leadership and Support Services

This service area provides instructional leadership, support staff services, and maintenance and operations monies for adult detention centers, diversion centers, all major institutions, correctional field units, community correction sites and all juvenile institutions as addressed in the following sections.

- Instructional Leaders (Principals and Assistant Principals) fall under the directives of the Operation Division within the agency. They are designated for both adult and juvenile institutions to oversee the total operations of the schools. The Instructional Leader's primary responsibilities in the adult and juvenile schools include monitoring and assessing all of the Core Behaviors associated with the day-to-day operations of the facilities. The Core Behaviors include:

- (1) Performance Management
- (2) Administration
- (3) Student Services
- (4) Interagency Coordination
- (5) Safety and Security
- (6) Program Management

- DCE Adult School Personnel

In the adult system there are 13 adult principals and 6 adult assistant principals.

As a result of the vast distances between the adult schools, the principals are assigned to work by regions, which includes 14 different regions, community corrections and one privatize institution. The breakdown and function of facilities for the adult population includes:

- * 4 Detention Centers
- * 5 Diversion Centers
- * 30 Major Institutions
- * 11 Correctional Units
- * 21 Community Corrections

Support Staff 38

Principals 13

Assistant Principals 6

- Youth School Personnel

The DCE High School programs within the juvenile system are set up to

Virginia Department of Education, local, state and federal regulations and guidelines. The juvenile schools include: Paul S.

Blandford; Paul S. Blandford Annex; Joseph T. Mastin; Joseph T. Mastin Annex; Cedar Mountain; John H. Smyth; Thunder Ridge;

W. Hamilton Crockford; and the Reception and Diagnostic Center... There are 8 principals and 8 assistant principals total. Virginia's

compulsory attendance law requires all juvenile residents less than 18 years of age to attend school on a full-time basis. This places our juvenile schools under the mandates of Virginia's Standards of Quality.

Support Staff 24

Principals 8

Assistant Principals 8

- Support Staff Services is vital to the operations of both adult and juvenile programs. Persons in these positions are responsible for recording and reporting school data information to the DCE Central Office consistently and with uniformity. Their general duties include but are not limited to:

1. Support the DCE administrative Staff by providing accurate, timely and proficient professional services in areas of purchasing and record keeping.
2. Ensure that monthly, quarterly and yearly reports are accurately and promptly filed.
3. Reviews and monitors procurement activities, assist with site and FAACS inventories and provide technical support to managers and staff as requested.
4. Provide administrative support and assistance to the principal and assistant principal, develop and implement office procedures, monitor school budgets, develop tracking system for reports and documentation, schedule meetings, assist with coordinating and or scheduling training and managing students files and reports.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,674,171	\$8,674,171	123.00	123.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$595,149	\$595,149	0.00	0.00
<i>Increase funds for teaching materials, supplies, and equipment</i>	\$37,440	\$37,440	0.00	0.00
<i>Fund educational programs at Pittsylvannia State Prison at Chatham</i>	\$99,795	\$200,523	0.00	0.00
<i>Fund educational programs at Tazewell State Prison at Pocahontas</i>	\$99,795	\$179,117	3.00	3.00
Total for Service Area	\$9,506,350	\$9,686,400	126.00	126.00

Objective: Hire and retain highly qualified Instructional Leaders to supervise the operations of the schools and the instructional programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Meets the requirements of the Department of Education Certification Standards for exempt employees	98% of school administrators are currently properly certified	Increase certification by 2%

Objective: Hire, train and retain student support service staff to be responsible for recording and reporting school data information with consistency and uniformity

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ensure all monthly, quarterly and yearly reports are accurate and submitted promptly	Currently, 85% accuracy and promptness	An increase in accuracy and promptness of 5% per year for three years

Administrative and Support Services

The Administrative and Support Programs Service Area provides administrative and support services for all other service areas within the Department of Correctional Education. The service area is comprised of:

- Finance – services include budgeting, accounts payable, financial reporting, fixed assets and federal grant management.
- Human Resources – provides recruitment, retention, employee benefits, employee relations, EEO, performance management and compensation.
- Information Systems – services include directing the purchase and use of hardware and software through VITA for all DCE technology.
- Procurement – services include providing expertise for the procurement of all goods and services necessary for the operation of DCE.
- Training – services include ongoing training and professional development for all DCE staff members.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,845,723	\$2,845,723	38.00	38.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$205,210	\$205,210	0.00	0.00
<i>Increase funds for teaching materials, supplies, and equipment</i>	\$112,000	\$112,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$582,997	\$564,186	0.00	0.00
Total for Service Area	\$3,745,930	\$3,727,119	38.00	38.00

Objective: • To maintain and provide the same high quality support to the entire agency and where possible streamline processes and continue to evolve best practices that serve to spend budget funds in the most efficient manner possible.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Prompt Payment Compliance	98% of payments were paid within 30 days in each fiscal year.	95%
Turnover rate of Trainer and Instructor II Positions	Current Rate 16.7%	Decrease by 5%
Women and Minority Spending (SWAM)	Monthly - Dollar Amount. Quarterly - Percentage	40%
Use of the Electronic Virginia Procurement System (eVA)	Monthly	100%

Department Of Corrections

Mission Statement

The Department of Corrections enhances public safety by providing effective programming and supervising sentenced offenders in a humane, cost-efficient manner, consistent with sound correctional principles and constitutional standards.

Agency Goals:

- Improve public, employee and inmate safety.
- Improve employees' and organizational effectiveness.
- Improve financial performance.
- Improve communications.

Customers Served:

- Citizens of the Commonwealth.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$722,678,252	\$70,770,672	\$793,448,924	\$584,528,124	\$208,920,800	12,716.75
FY 2004	\$731,248,959	\$60,371,624	\$791,620,583	\$538,783,447	\$252,837,136	12,531.75
FY 2005	\$781,398,804	\$55,600,779	\$836,999,583	\$558,507,690	\$278,491,893	12,602.50
FY 2006	\$796,580,152	\$52,899,847	\$849,479,999	\$559,794,531	\$289,685,468	12,576.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$796,580,152	\$52,899,847	\$849,479,999	\$555,412,227	\$294,067,772	12,576.50
FY 2007 Addenda	\$98,041,212	\$13,961,343	\$112,002,555	\$80,255,919	\$31,746,636	1,136.00
FY 2007 TOTAL	\$894,621,364	\$66,861,190	\$961,482,554	\$635,668,146	\$325,814,408	13,712.50
FY 2008 Base Budget	\$796,580,152	\$52,899,847	\$849,479,999	\$555,412,227	\$294,067,772	12,576.50
FY 2008 Addenda	\$143,551,681	\$15,961,343	\$159,513,024	\$109,605,810	\$49,907,214	1,136.00
FY 2008 TOTAL	\$940,131,833	\$68,861,190	\$1,008,993,023	\$665,018,037	\$343,974,986	13,712.50
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$23,024,000	\$0	\$23,024,000	\$0	\$23,024,000	0.00
FY 2008 Capital	\$11,915,000	\$0	\$11,915,000	\$0	\$11,915,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$52.6 million (GF) and \$2.4 million (NGF).

► **Adjust funding for day reporting centers**

Reduces one-time funding provided in 2006 for new day reporting centers. For each year, a reduction of \$130,032 (GF).

► **Delete one-time funding for Woodrum bills**

Deletes funds provided by the General Assembly, in accordance with Code provisions, to cover the projected costs of legislation enacted in 2005 that would result in an increase in the prison population over the next six years. For each year, a reduction of \$395,052 (GF).

► **Annualize funding for day reporting centers**

Provides full funding for two new day reporting centers approved in 2005. The 2006 appropriation included funding for only six months of operations. For each year, \$289,227 (GF).

► **Increase appropriation for enterprise activities**

Increases the appropriation for Virginia Correctional Enterprises to reflect expected revenues. The division's sales have increased significantly over the past two years, due, in large part, to the opening of new dormitories by colleges and universities and the renovation of buildings around Capitol Square. For 2007, \$11.0 million (NGF). For 2008, \$13.0 million (NGF).

► **Increase insurance recovery appropriation**

Increases the appropriation for revenues received for insurance claims to reflect the agency's recent history. For each year, \$100,000 (NGF).

► **Eliminate funding for commissary automation position**

Eliminates the appropriation and position that had been provided to maintain the automated system for the commissary system. Commissary profits had been used for this purpose. Since the commissary operations have been contracted out to a private company, this appropriation is no longer needed. For 2007, a decrease of \$55,000 (NGF) and one position. For 2008, a decrease of \$55,000 (NGF).

► **Correct the count for positions transferred to the Virginia Information Technologies Agency during consolidation**

Corrects the agency's position count to account for two positions mistakenly transferred to the Virginia Information Technologies Agency during the consolidation of information technology resources. For 2007, two positions.

► **Increase funding for private prison contract**

Provides funding for increased costs of the contract to operate Lawrenceville Correctional Center. The facility has been operated by a private company since its opening. The current contract includes higher per diem rates for housing state inmates than the one that expired in March 2005. For 2007, \$1.6 million (GF). For 2008, \$2.2 million (GF).

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$3.1 million (GF). For 2008, \$3.6 million (GF).

► **Add probation and parole officer positions**

Adds funds and positions to hire additional probation and parole officers to help reduce growing caseloads. For 2007, \$2.5 million (GF) and 53 positions. For 2008, \$3.0 million (GF).

► **Develop and implement offender management system**

Adds funds to continue the development of an integrated information system. The new system would replace several obsolete systems and enable the agency to pull together all the information it has about each inmate into one integrated, automated file. The new system will make it possible for the agency to better evaluate the effectiveness of its treatment programs. For 2007, \$2.8 million (GF) and \$500,000 (NGF). For 2008, \$857,277 (GF) and \$500,000 (NGF).

► **Expand nursing coverage at larger field unit**

Provides funds and positions to allow one of the larger correctional field units to have nursing staff on duty 24 hours per day, seven days per week. Field units, which house minimum-risk inmates, generally have more limited nursing coverage. Expanding the medical coverage at one of the field units will enable the agency to move some minimum-security inmates with health problems to the field unit from higher security facilities. This move will make higher-security beds available and will enable more efficient use of the prison bed capacity. For 2007, \$343,070 (GF) and nine positions. For 2008, \$343,070 (GF).

- ▶ **Provide funding for increased medical costs**
Increases funding for inmate medical care to offset rising medical costs. For each year, \$7.9 million (GF).
- ▶ **Expand sex offender containment program**
Provides funds and positions to enable three additional district probation and parole offices to establish a sex offender containment program. This program, already in use by nine district offices, assigns sex offenders to intensive supervision by specially trained probation and parole officers, who have no other caseload assignments. For 2007, \$875,077 (GF) and 15 positions. For 2008, \$1.4 million (GF).
- ▶ **Strengthen sex offender treatment services at Brunswick Correctional Center**
Provides additional funding and positions to provide additional treatment services to sex offenders housed in Brunswick Correctional Center. The agency operates a special sex offender treatment program at this facility and the additional positions will enable the unit to go beyond the basic treatment program it now provides. For 2007, \$218,347 (GF) and three positions. For 2008, \$183,649 (GF).
- ▶ **Assume grant funding**
Provides funds to enable the agency to continue its substance abuse treatment programs that use the therapeutic community treatment approach. These programs had been supported by federal grant funding, which has expired. For each year, \$1.4 million (GF).
- ▶ **Provide operational funding for Deerfield expansion**
Provides funds and positions to staff and operate the 600-bed expansion of Deerfield Correctional Center. For 2007, \$9.0 million (GF) and 194 positions. For 2008, \$11.7 million (GF).
- ▶ **Provide operational funds for Phase II of the St. Brides replacement**
Provides funds and positions to staff and operate the second phase of the replacement facility for St. Brides Correctional Center. The second phase will add 800 beds, for a total capacity of approximately 1,250 beds. For 2007, \$3.2 million (GF) and 169 positions. For 2008, \$12.7 million (GF).
- ▶ **Provide operational funding for new Tazewell County prison**
Provides funds and positions to staff and operate the new medium-security, 1,024-bed prison in Tazewell County. For 2007, \$6.4 million (GF) and 336 positions. For 2008, \$22.5 million (GF).
- ▶ **Provide operational funding for new Pittsylvania prison**
Provides funds and positions to staff and operate the new medium-security, 1,024-bed prison in Chatham. For 2007, \$4.6 million (GF) and 347 positions. For 2008, \$23.1 million (GF).
- ▶ **Provide funding for transitional specialists**
Provides funding for three positions to assist in aiding the re-entry into the community of high-risk cases, such as sex offenders, violent offenders, and physically/mentally disabled offenders, who have served their sentences and will be released from prison. By minimizing the re-entry problems of these offenders, public safety will be enhanced through a reduction in recidivism. For 2007, \$122,034 (GF) and three positions. For 2008, \$154,155 (GF).
- ▶ **Expand vocational training**
Provides funds and positions for additional security for buildings in which additional vocational training classes will be provided at night. This action is a companion to one for the Department of Correctional Education that provides funding for additional part-time teachers to teach these classes. For 2007, \$226,416 (GF) and six positions. For 2008, \$247,008 (GF).
- ▶ **Provide pro-rata share of cost of Craigsville wastewater treatment plant**
Provides funds for the state's share of the costs of constructing a new wastewater treatment plant by the town of Craigsville. The town's current facility treats the wastewater produced by Augusta Correctional Center. The recommended amount is the state's proportional share of the costs, based on the portion of the wastewater flow attributable to the correctional center. For 2007, \$1.3 million (GF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Upgrade Haynesville wastewater treatment plant**
Provides additional funds for an existing project to enable the agency to meet new nutrient requirements for protection of the Chesapeake Bay. For the biennium, \$1.9 million (GF).
- ▶ **Upgrade Pocahontas wastewater treatment plant**
Provides additional funds for an existing project to enable the agency to meet new, more restrictive limits on metals in wastewater discharges. For the biennium, \$831,000 (GF).
- ▶ **Construct new bridge and entrance road to Bland Correctional Center**
Increases funds for an existing project to cover higher than anticipated costs. For the biennium, \$1.6 million (GF).

- ▶ **Renovate James River segregation building**
Increases funding for an existing project to enable the agency to complete the authorized work. For the biennium, \$401,000 (GF).
- ▶ **Replace steam traps at Powhatan Correctional Center**
Provides additional funds for an existing project. The costs of subprojects authorized within this main project exceeded expectations and additional funds are needed to replace the steam traps, which are old and inefficient. For the biennium, \$337,000 (GF).
- ▶ **Upgrade field unit electrical system**
Provides additional funds for a continuing project through which the electrical systems of correctional field units are being upgraded. Most of these facilities are 40-50 years old and the electrical systems are deteriorated and no longer adequate to handle the load needed for modern equipment. For the biennium, \$623,000 (GF).
- ▶ **Install fire safety systems and exits**
Adds funding to an existing project for upgrading fire safety systems and installing additional fire exits in prisons. For the biennium, \$562,000 (GF).
- ▶ **Replace locking systems and cell doors**
Increases funds for an existing project to replace worn locking systems and cell doors in prisons. The prison facilities are 15-20 years old and these mechanisms experience heavy use and require replacement. For the biennium, \$1.3 million (GF).
- ▶ **Replace field unit plumbing and heating systems**
Provides funds to begin replacing plumbing and heating systems in field units. Many of these facilities are 40-50 years old and the systems have deteriorated and need frequent repairs. The funding will be used for the initial architectural and engineering work. For the biennium, \$150,000 (GF).
- ▶ **Upgrade perimeter detection systems**
Increases funding for a continuing project to upgrade electronic detection systems on the perimeter fences of prisons. Many prisons have electronic detection systems on their perimeters which are based on earlier technology, have deteriorated, and often malfunction. These systems will be replaced with newer, more reliable equipment. The project will also install such detection systems on prisons which lack them. For the biennium, \$1.0 million (GF).
- ▶ **Upgrade Powhatan electrical system**
Adds funds to an existing project for the upgrade of the electrical systems at Powhatan Correctional Center and Powhatan Reception and Classification Center. The recommended funds will cover initial architectural and engineering work. For the biennium, \$500,000 (GF).
- ▶ **Repair roofs system wide**
Adds funds to an existing continuing project through which major roof repair and replacements will be accomplished. The prison facilities involved are 15-20 years old and some are experiencing significant leaking due to worn-out or damaged roofs. For the biennium, \$7.3 million (GF).
- ▶ **Upgrade Nottoway wastewater treatment plant**
Creates a project to upgrade the wastewater treatment plant at Nottoway Correctional Center. The treatment processes need to be upgraded to meet new metals limits in the discharges. Capacity must be expanded to serve the new facility for sexually violent predators being constructed nearby. The recommended funds will cover initial architectural and engineering costs. For the biennium, \$350,000 (GF).
- ▶ **Remedy environmental deficiencies**
Adds funds to an existing project to address numerous deficiencies involved in a consent order agreed to by the Department of Corrections and the Environmental Protection Agency. For the biennium, \$1.2 million (GF).
- ▶ **Upgrade Bland wastewater treatment plant**
Provides additional funds to upgrade the wastewater treatment plant at Bland Correctional Center. The facility is outdated and the agency has difficulty meeting the discharge limits on its permit. The recommended funds will cover initial architectural and engineering costs. For the biennium, \$399,000 (GF).
- ▶ **Replace heating, ventilation, and air conditioning system in Powhatan medical building**
Provides funds to replace the heating, ventilation, and air conditioning system of the medical building at Powhatan Correctional Center. The system has exceeded its life expectancy and is failing much of the time. For the biennium, \$2.0 million (GF).

► **Relocate mechanical rooms at Deep Meadow**

Provides funding to relocate the mechanical rooms in which water heaters and the heating, ventilation, and air conditioning systems are located. This equipment is currently located in the attic space of the housing units. Maintenance of the equipment is difficult and, because it uses liquid propane gas, the equipment poses a significant danger to inmates housed in the facilities. For the biennium, \$1.3 million (GF).

► **Expand Deerfield Correctional Center**

Adds funds to an existing project through which the Deerfield Correctional Center is being expanded. The additional funds will cover the costs of items not included in the original project: a new maintenance building, expansion of program space, and expansion of the perimeter fence. For the biennium, \$5.7 million (GF).

► **Create new visitors' area at Bland**

Provides funds to create new visitors' area at Bland Correctional Center. The funds will be used to build out the unfinished basement of a recently-constructed building. The newly developed space will significantly improve the accommodations for visitors to inmates. Inmate labor will be used in the work. For the biennium, \$1.1 million (GF).

► **Install elevator at Marion**

Adds funds to install an elevator at Marion Correctional Center. This facility is used to house severely mentally ill inmates. Since the facility has three floors and many inmates have difficulty moving about, staff must assist them up and down stairs, often carrying them. For the biennium, \$593,000 (GF).

► **Construct dormitory and kitchen at Chesterfield**

Adds funding to construct a pre-engineered building to provide dormitory space and a kitchen at the site of the Chesterfield Diversion Center. This action will enable the department to move the women's diversion program, currently located in downtown Richmond, to this site and consolidate the administrative oversight of the two programs. For the biennium, \$1.9 million (GF).

► **Construct housing unit at Marion**

Provides funds to replace modular housing structures at Marion with a 100-bed dormitory facility. This prison is used primarily to house severely mentally ill inmates and the modular building is used to house general population inmates who work there. The modular building is 15 years old and is in poor condition. The action will result in a net increase of 52 beds. For the biennium, \$2.8 million (GF).

► **Construct housing units at Bland**

Provides funding to replace double-wide modular housing units with two 100-bed dormitories. The 15 year old modular units are in constant need of repair. This action will result in a net increase of 128 beds. The recommended funds will cover the initial architectural and engineering costs. For the biennium, \$1.0 million (GF).

► **Construct kitchen and dining hall at Halifax**

Provides planning funds for construction of a new kitchen and dining hall at Halifax Correctional Unit. Although the bed capacity of the correctional unit was increased many years ago, the kitchen and dining hall were not enlarged. Since these areas are too small to feed the institution's population quickly and efficiently, the scheduling of work crews and other programs for inmates is difficult. For the biennium, \$200,000 (GF).

Agency Service Areas:

Administrative and Support Services

This activity includes the administrative management and direction for all State-wide Department of Corrections (DOC) activities to include: General Management and Direction, Information Technology, Accounting and Budgeting, Architecture and Engineering, Personnel, Planning and Evaluation, Procurement and Distribution, the Training Academy and Offender Classification and Time Computation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$51,242,188	\$51,242,188	477.70	477.70
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,994,145	\$1,994,145	0.00	0.00
<i>Delete one-time funding for Woodrum bills</i>	(\$395,052)	(\$395,052)	0.00	0.00
<i>Eliminate funding for commissary automation position</i>	(\$55,000)	(\$55,000)	-1.00	-1.00
<i>Correct the count for positions transferred to the Virginia Information Technologies Agency during consolidation</i>	\$0	\$0	2.00	2.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$3,133,706	\$3,605,424	0.00	0.00
<i>Develop and implement offender management system</i>	\$3,302,359	\$1,357,277	0.00	0.00
<i>Provide funding for transitional specialists</i>	\$122,034	\$154,155	3.00	3.00
<i>Provide pro-rata share of cost of Craigsville wastewater treatment plant</i>	\$1,319,000	\$0	0.00	0.00
Total for Service Area	\$60,663,380	\$57,903,137	481.70	481.70

Objective: Provide a model correctional system through effective and efficient management, control and supervision of offenders while ensuring a safe, secure and healthy environment for positive change.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
All eligible facilities meet or exceed American Correctional Association (ACA) Accreditation Standards.	All facilities audited during the fiscal year, 100% compliance on mandatory issues and at least 90% compliance on non-mandatory issues.	All facilities audited during the fiscal year, 100% compliance on mandatory issues and at least 90% compliance on non-mandatory issues.

Objective: Maximize the use of available inmate beds/program assignments in the DOC.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average daily inmate population.	FY04 Average Daily Population.	Increase over baseline.

Probation and Parole Services

This activity enables the Department of Corrections (DOC) to investigate and supervise sentenced felons and multi-misdemeanants. Through Probation and Parole Services, the Division of Community Corrections provides professional supervision of the offender in the community under Conditions of Probation, Post-Release or Parole, and special conditions as set by the Court or the Parole Board. Parole was abolished for felonies committed on or after January 1, 1995, but over 75% of the "no parole" offenders have supervised probation following incarceration. Duties within this activity include: case supervision, surveillance, assuring safety and security of staff, providing transitional services to offenders returning to communities, home visits, investigations and other work in support of the Courts, arrest record checks, urinalysis, referral to or direct provision of treatment services, maximizing the use of technology, and support for transfer of supervision to other localities or states. The objectives of these services are to assure that an offender does not pose a threat to the community, to offer offenders opportunities to modify behavior and attitudes, and to effect positive changes in offenders through supervision and intervention.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$61,950,348	\$61,950,348	957.50	957.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$4,087,270	\$4,087,270	0.00	0.00
<i>Add probation and parole officer positions</i>	\$2,548,588	\$3,004,263	53.00	53.00
<i>Expand sex offender containment program</i>	\$875,077	\$1,368,052	15.00	15.00
Total for Service Area	\$69,461,283	\$70,409,933	1,025.50	1,025.50

Objective: Provide appropriate public safety programs to promote successful re-entry and offender compliance with supervision plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Measure the percent of supervised offender cases closed successfully.	70%	73%

Day Reporting Centers

The Department of Corrections (DOC) has created Day Reporting Programs (DRP) as highly structured, non-residential programs utilizing daily monitoring, casework supervision and services to offenders in lieu of incarceration. Primary target groups are delinquent probationers, post-releases or parolees and re-entering prisoners. Participant sign behavioral contracts, agreeing to abide by an itinerary that monitors his daily routine in the community. Personal and community contacts, curfews, treatment services and Home Electronic Monitoring are important elements of the program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,103,620	\$4,103,620	69.50	69.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$248,692	\$248,692	0.00	0.00
<i>Adjust funding for day reporting centers</i>	(\$130,032)	(\$130,032)	0.00	0.00
<i>Annualize funding for day reporting centers</i>	\$289,227	\$289,227	0.00	0.00
Total for Service Area	\$4,511,507	\$4,511,507	69.50	69.50

Objective: Provide appropriate public safety programs to promote successful re-entry and offender compliance with supervision plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of offenders completing program requirements.	Data not available now; will be 1/06.	90%.

Community Residential Programs

The Department of Corrections (DOC) has created the Community Adult Residential Care Program (CRP) to focus on structured life skills, employment, referrals for education, and vocational needs of offenders. The offenders in this program may lack a stable residence, need transition from incarceration, or require 24/7 supervision. At this writing, the Department uses contractual bed spaces in six facilities. The length of stay in a residential care bed is up to 90 days with extensions for cause. Services within this program option include food and shelter, urinalysis, basic life skills training, substance abuse education, individual and group counseling and job placement.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,115,107	\$1,115,107	0.00	0.00
Total for Service Area	\$1,115,107	\$1,115,107	0.00	0.00

Objective: Provide appropriate public safety programs to promote successful re-entry and offender compliance with supervision plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Utilization of Community Adult Residential Care. Program (CRP) contract beds.	81% of available CRP capacity.	95% of available CRP capacity.

Administrative Services

This activity within the Department of Corrections (DOC) involves Community Corrections Administration (Deputy Director/Regional Directors/Chief of Operations/Parole Support Administrator, Central Office Program and administrative support). The services provided include: planning, management and direction of the Division at the central office and three (3) administrative regions, staff support to the Parole Board, tracking absconders, contract preparation and monitoring, policy and procedure development, budget management and processing parole violations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,123,882	\$2,123,882	30.00	30.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$112,851	\$112,851	0.00	0.00
Total for Service Area	\$2,236,733	\$2,236,733	30.00	30.00

Objective: Provide appropriate public safety programs to promote successful re-entry and offender compliance with supervision plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of district offices, day reporting and other Community programs that achieve 90% (or above) compliance on the Board of Corrections program standards audit.	100% of programs achieving 90% compliance.	100% of programs achieving 90% compliance.

Community Facility Management

Within the Department of Corrections (DOC), Diversion Centers house non-violent felon offenders and provide a range of programs to serve these offenders, who are referred to specific centers by the Courts. Services require that offenders meet eligibility criteria, be mentally and physically able to do activities of daily living, have detention center assignments as a condition of probation in lieu of incarceration, and be suitable for a minimum-security environment. Program services include remedial education, substance abuse education, life skills (e.g. job readiness), parenting and other special topic groups, support for employment in the private sector, community service, and urinalysis to detect drug abuse. The stay of a successful offender in a Diversion Center ranges from four to six months. Detention Centers also house non-violent offenders who require more supervision than Diversion Centers provide and provide a range of services to serve these offenders. As above, the offenders are referred to specific centers by the Courts. Program services include a military-style regimen, remedial education, life skills, substance abuse education and urinalysis, and work on public projects. Facility management in both programs involves planning, management and direction, staffing, food service, medical care, housing, clothing, transportation, building and grounds maintenance, compliance with Board of Corrections' standards and fiscal management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,651,908	\$1,651,908	24.00	24.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$87,774	\$87,774	0.00	0.00
Total for Service Area	\$1,739,682	\$1,739,682	24.00	24.00

Objective: Provide appropriate public safety programs to promote successful re-entry and offender compliance with supervision plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Bedspace utilization.	July 2005 through June 2006 average daily population.	90% for Detention and Diversion. NOTE: The Department recently lost its ability to directly refer detainees and divertees to Detention and Diversion Centers. This loss may have an adverse effect on this target.

Supervision and Management of Probates

This activity within the Department of Corrections (DOC) provides a safe and controlled environment for the probate population and staff within community facilities and for the citizens of the Commonwealth. Duties within this activity include in-service training for officers (Corrections Officer through Corrections Major), rotation of officers through posts within the community program and on the perimeter, supervision, transportation and surveillance of the probate population, employee and visitor searches, installation and maintenance of security equipment, uniform weaponry use, key control, tool control, participant counts, and constant communication. Other supporting tasks include maintenance and enforcement of guidelines and procedures, treatment program support, providing adequate supplies, materials and equipment to implement the activity, providing probates pay for hours worked, providing security audits to assure compliance with guidelines, and maintenance of post audits to assure proper assignment of security personnel.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,506,261	\$11,506,261	275.00	275.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$998,950	\$998,950	0.00	0.00
Total for Service Area	\$12,505,211	\$12,505,211	275.00	275.00

Objective: Provide appropriate public safety programs to promote successful re-entry and offender compliance with supervision plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of offenders successfully completing supervision requirements.	85%.	90%.

Rehabilitation and Treatment Services - Community Residential Facilities

Within the Department of Corrections (DOC), Diversion Centers house non-violent felon offenders and provide a range of programs to serve these offenders, who are referred to specific centers by the Courts or Parole Board. Services require that offenders meet eligibility criteria, be mentally and physically able to do activities of daily living, have detention center assignments as a condition of probation in lieu of incarceration, and be suitable for a minimum-security environment. Services include remedial education, substance abuse education, life skills (e.g. job readiness), parenting and other special topic groups, support for employment in the private sector, community service, and urinalysis to detect drug abuse. The stay of a successful offender in a Diversion Center ranges from four to six months. Detention Centers also house non-violent offenders, generally considered to require more supervision than Diversion Centers and provide a range of services to serve these offenders. As above, the offenders are referred to specific centers by the Courts. Services include a military-style regimen, remedial education, life skills, substance abuse education and urinalysis, and work on public projects.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,606,632	\$1,606,632	32.00	32.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$125,391	\$125,391	0.00	0.00
Total for Service Area	\$1,732,023	\$1,732,023	32.00	32.00

Objective: Provide appropriate public safety programs to promote successful re-entry and offender compliance with supervision plans.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of beds utilized.	July 2005 through June 2006 average daily population.	90% for Detention and Diversion. NOTE: The Department recently lost its ability to directly refer detainees and divertees to Detention and Diversion Centers. This loss may have an adverse effect on this target.

Medical and Clinical Services - Community Residential Facilities

Within the Department of Corrections (DOC), medical treatment activity provides all inmates in DOC-operated prisons with medical treatment through Department or outside health care providers, including contract psychiatric services. The efforts include use of supplies and equipment directly associated with health services. Some of the tasks within this activity include ambulatory care, skilled level of care, inpatient acute care and emergency care. Medical services are available 24 hours per day, seven days per week. The Department's dental treatment activity provides a range of dental services designed to maintain or improve the offender oral health. These efforts include staff, supplies and equipment directly associated with dental services. Routine and emergency dental care is provided and includes preventive and hygiene services, restorative services, oral surgery, endodontics (root canals), and prosthetic (denture) services. Each offender is provided a mandatory dental examination and dental classification at the Department's reception centers. Staff is on call twenty-four hours per day, seven days per week for emergency service if needed. Finally, each offender is charged a medical co-payment of five dollars per medical condition to help ensure the offender does not abuse the availability of medical services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$773,026	\$773,026	10.50	10.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$39,707	\$39,707	0.00	0.00
Total for Service Area	\$812,733	\$812,733	10.50	10.50

Objective: Control medical costs for incarcerated offenders while providing appropriate medical care.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain current level of Medical and Dental (sick call) visits per year, while ensuring an appropriate level of care.	Average CY2004 visits per inmate per year of 10.1.	Maintain average CY2004 visits per inmate per year of 10.1.

Food Services - Community Residential Facilities

Within the Department of Corrections (DOC), nutritionally balanced and wholesome meals contribute to the health and wellbeing of all individuals served. Cost control methods are used to provide a food service program consistent with Department of Corrections' standards. Due to institutional needs, some kitchens operate up to 24 hours each day. Duties within this activity include:

- preparation of twenty one meals per week for a population of over 30,000 individuals
- acquisition and proper storage of food and other supplies
- management of adequate and trained food service staff
- maintenance of food service equipment which meets Departmental standards
- providing guidance and training in food and dietary services
- evaluating meal preparation and services at correctional institutions
- establishing a uniform system of food preparation through cycle menus and standardized recipes
- establishing job details for inmate food service personnel
- providing guidance to various procurement agencies and units regarding the needs of the department
- providing emergency equipment for food preparation and services monitoring food usage at each institution to evaluate efficiencies and limit waste
- maintaining a food inventory control system with monthly reviews of operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,125,740	\$1,125,740	18.50	18.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$54,335	\$54,335	0.00	0.00
Total for Service Area	\$1,180,075	\$1,180,075	18.50	18.50

Objective: Be recognized as innovative leaders in the comprehensive, complex correctional food service profession.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ensure that all food service staff complete and maintain their ServSafe National Restaurant Association Education Foundation certification.	100% of food service staff complete and maintain certification within 6 months of employment.	100% of food service staff complete and maintain certification within 6 months of employment.

Physical Plant Services - Community Residential Facilities

The Department of Corrections (DOC) provides a safe, secure and constitutionally adequate environment for over 30,000 inmates, 900 detention and diversion offenders, as well as a workplace for over 11,000 DOC employees. The Department's oldest correctional facilities were constructed prior to the 1950's, and require extensive maintenance efforts to extend useful life. Activities which provide an appropriate physical environment also provide jobs and training daily for many inmates and keep these offenders occupied constructively. Duties and tasks within this activity include: providing coordination and maintenance services for the Department's facilities according to required local, state and federal standards; providing electricity, and other contractual services necessary to operate the physical plant, planning, scheduling and operation of all major maintenance projects in accord with a system of regular inspections; procurement of supplies, material, equipment and services; and provision and training of staff with appropriate technical skills. The Department can not afford to shut down a facility or compromise public safety due to inadequate maintenance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,487,607	\$1,487,607	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$25,081	\$25,081	0.00	0.00
Total for Service Area	\$1,512,688	\$1,512,688	7.00	7.00

Objective: Provide and maintain safe and secure work sites that protect staff, offenders and the public.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain or continue to improve upon the three-year Department-wide average on the "Loss Incidence Rate Per 100 Filled Positions" report.	Average rate of three calendar years (2002, 2003 and 2004) of 8.5.	Maintain or improve upon the average identified in the baseline of 8.5.

Supervision and Management of Inmates

This activity within the Department of Corrections (DOC) provides a safe and controlled environment for the inmate population and staff within all adult correctional facilities and for the citizens of the Commonwealth. Duties within this activity include in-service training for officers (Corrections Officer through Corrections Major), rotation of officers through posts within the institution and on the perimeter, supervision and surveillance of the inmate population, employee and visitor searches, installation and maintenance of security equipment, uniform weaponry use, key control, tool control, and constant communication. Other supporting tasks include maintenance and enforcement of division and institutional guidelines and procedures, providing adequate supplies, materials and equipment to implement the activity, providing inmate pay for hours worked, providing security audits to assure compliance with guidelines, and maintenance of post audits to assure proper assignment of security personnel.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$368,589,090	\$368,589,090	7,677.05	7,677.05
<i>Transfer centrally funded amounts to agency budgets</i>	\$33,988,392	\$33,988,392	0.00	0.00
<i>Increase funding for private prison contract</i>	\$1,620,409	\$2,219,473	0.00	0.00
<i>Provide operational funding for Deerfield expansion</i>	\$4,332,759	\$4,827,696	103.00	103.00
<i>Provide operational funds for Phase II of the St. Brides replacement</i>	\$2,017,095	\$5,313,650	115.00	115.00
<i>Provide operational funding for new Tazewell County prison</i>	\$4,220,294	\$10,020,994	221.00	221.00
<i>Provide operational funding for new Pittsylvania prison</i>	\$3,414,026	\$10,103,174	223.00	223.00
Total for Service Area	\$418,182,065	\$435,062,469	8,339.05	8,339.05

Objective: Manage the offender population to ensure that offenders are provided secure confinement and appropriate supervision in accordance with the security level of the facility and the risk posed to the community.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Escapes from Confinement.	Current Year Figure.	Zero Per Year.

Objective: Provide and maintain safe and secure work sites that protect staff, offenders, and the public.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Serious assaults per facility.	Current Year Figure.	Reduction from previous year.

Rehabilitation and Treatment Services - Prisons

The Department of Corrections (DOC) maintains prison programs which provide offenders with opportunities to learn coping skills and change criminal behavior, while supporting the security mission of DOC by constructively occupying otherwise idle time. A range of programs are offered to meet various offender needs, including but not limited to substance abuse, anger management, cognitive-behavioral curricula, life skills, re-entry preparation, and sex offender treatment. Offender Case-management services are also provided. Additionally, included in this service area is the Office of Health Services' Sex Offender Residential Treatment (SORT) Program which is dedicated to providing comprehensive assessment and treatment services to inmates who have been identified as being at moderate to high risk for sexual reoffending. The SORT Program utilizes techniques which have been shown to have the greatest likelihood of reducing reoffending behavior. Although the program recognizes that there is no cure for sex offending behavior, the goal of the program is to enhance the safety of the citizens of the Commonwealth by teaching skills to identified sex offenders in an effort to prevent relapse. Because the Department is dedicated to providing services of the highest quality, evaluation and monitoring of the program will be on-going with changes made as necessary to ensure state-of-the-art programming.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$22,968,638	\$22,968,638	543.00	543.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,131,649	\$2,131,649	0.00	0.00
<i>Strengthen sex offender treatment services at Brunswick Correctional Center</i>	\$218,347	\$183,649	3.00	3.00
<i>Assume grant funding</i>	\$1,374,969	\$1,374,969	0.00	0.00
<i>Provide operational funding for Deerfield expansion</i>	\$611,557	\$780,222	18.00	18.00
<i>Provide operational funds for Phase II of the St. Brides replacement</i>	\$182,310	\$729,241	15.00	15.00
<i>Provide operational funding for new Tazewell County prison</i>	\$209,963	\$1,007,824	21.00	21.00
<i>Provide operational funding for new Pittsylvania prison</i>	\$186,248	\$1,489,987	30.00	30.00
<i>Expand vocational training</i>	\$226,416	\$247,008	6.00	6.00
Total for Service Area	\$28,110,097	\$30,913,187	636.00	636.00

Objective: Maintain the current level of offender programming capacity to provide opportunity for offenders to change criminal behaviors.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Calculation of the average number of hours program-eligible offenders participate in program activities each week.	26 hours per week.	Maintaining 26 hours per week average offender participation in programming.

Prison Management

This activity within the Department of Corrections (DOC) includes the administrative management and direction for the institutions at three levels: centrally, regionally and in the institutions themselves. Central direction includes such items as overall security planning and statewide program preparation. The Department has three regions with each having a regional office set-up that interprets and implements central policy. At the institution level, the Wardens' Office and the business office are considered administrative support, along with human resource functions and the Ombudsman. This function additionally includes linen and laundry services which provide clean linen and serves the fundamental purpose of personal hygiene and clean sleeping areas while providing work opportunities for the inmates. Lastly, the Department provides recreational opportunities at all facilities which house inmates. Gymnasiums, sports equipment, inside recreational space and, in some cases, structured recreational programs, are key resources for this program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$60,403,923	\$60,403,923	946.25	946.25
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,524,536	\$3,524,536	0.00	0.00
<i>Increase insurance recovery appropriation</i>	\$100,000	\$100,000	0.00	0.00
<i>Provide operational funding for Deerfield expansion</i>	\$581,058	\$850,053	13.00	13.00
<i>Provide operational funds for Phase II of the St. Brides replacement</i>	\$190,944	\$1,374,452	12.00	12.00
<i>Provide operational funding for new Tazewell County prison</i>	\$733,857	\$2,916,283	42.00	42.00
<i>Provide operational funding for new Pittsylvania prison</i>	\$490,833	\$2,916,283	42.00	42.00
Total for Service Area	\$66,025,151	\$72,085,530	1,055.25	1,055.25

Objective: Operate model correctional facilities that provide secure confinement, programs, and services appropriate to the custody needs of assigned offenders and to the security level of the facility or unit.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Meet or exceed ACA and Board of Corrections Standards. Note: Some facilities are not eligible for ACA Accreditation as cost constraints on physical plant infrastructure prohibit ACA Accreditation.	All facilities audited during the fiscal year, 100% compliance on mandatory issues and at least 90% compliance on non-mandatory issues.	All facilities audited during the fiscal year, 100% compliance on mandatory issues and at least 90% compliance on non-mandatory issues.

Food Services - Prisons

Within the Department of Corrections (DOC), nutritionally balanced and wholesome meals contribute to the health and wellbeing of all individuals served. Cost control methods are used to provide a food service program consistent with Department of Corrections' standards. Due to institutional needs, some kitchens operate up to 24 hours each day. Duties within this activity include:

- preparation of nineteen meals per week for a population of over 30,000 individuals
- acquisition and proper storage of food and other supplies
- management of adequate and trained food service staff
- maintenance of food service equipment which meets Departmental standards
- providing guidance and training in food and dietary services
- evaluating meal preparation and services at correctional institutions
- establishing a uniform system of food preparation through cycle menus and standardized recipes
- establishing job details for inmate food service personnel
- providing guidance to various procurement agencies and units regarding the needs of the department
- providing emergency equipment for food preparation and services
- monitoring food usage at each institution to evaluate efficiencies and limit waste
- maintaining a food inventory control system with monthly reviews of operational costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$36,033,702	\$36,033,702	264.00	264.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,032,386	\$1,032,386	0.00	0.00
<i>Provide operational funding for Deerfield expansion</i>	\$642,065	\$1,039,253	8.00	8.00
<i>Provide operational funds for Phase II of the St. Brides replacement</i>	\$119,568	\$1,127,392	4.00	4.00
<i>Provide operational funding for new Tazewell County prison</i>	\$214,068	\$1,775,314	12.00	12.00
<i>Provide operational funding for new Pittsylvania prison</i>	\$66,125	\$1,775,314	12.00	12.00
Total for Service Area	\$38,107,914	\$42,783,361	300.00	300.00

Objective: Be recognized as innovative leaders in the comprehensive, complex correctional food service profession.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ensure that all food service staff complete and maintain their ServSafe National Restaurant Association Education Foundation certification.	100% of food service staff complete and maintain certification within 6 months of employment.	100% of food service staff complete and maintain certification within 6 months of employment.

Medical and Clinical Services - Prisons

Within the Department of Corrections (DOC), medical treatment activity provides all inmates in DOC-operated prisons with medical treatment through Department or outside health care providers, including contract psychiatric services. The efforts include use of supplies and equipment directly associated with health services. Some of the tasks within this activity include ambulatory care, skilled level of care, inpatient acute care and emergency care. Medical services are available 24 hours per day, seven days per week. The Department's dental treatment activity provides a range of dental services designed to maintain or improve the offender oral health. These efforts include staff, supplies and equipment directly associated with dental services. Routine and emergency dental care is provided and includes preventive and hygiene services, restorative services, oral surgery, endodontics (root canals), and prosthetic (denture) services. Each offender is provided a mandatory dental examination and dental classification at the Department's reception centers. Staff is on call twenty-four hours per day, seven days per week for emergency service if needed. Finally, each offender is charged a medical co-payment of five dollars per medical condition to help ensure the offender does not abuse the availability of medical services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$106,011,282	\$106,011,282	480.00	480.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,891,315	\$1,891,315	0.00	0.00
<i>Expand nursing coverage at larger field unit</i>	\$343,070	\$343,070	9.00	9.00
<i>Provide funding for increased medical costs</i>	\$7,900,000	\$7,900,000	0.00	0.00
<i>Provide operational funding for Deerfield expansion</i>	\$2,359,910	\$3,569,503	42.00	42.00
<i>Provide operational funds for Phase II of the St. Brides replacement</i>	\$392,651	\$3,085,216	14.00	14.00
<i>Provide operational funding for new Tazewell County prison</i>	\$515,496	\$4,219,217	24.00	24.00
<i>Provide operational funding for new Pittsylvania prison</i>	\$163,895	\$4,219,218	24.00	24.00
Total for Service Area	\$119,577,619	\$131,238,821	593.00	593.00

Objective: Control medical costs for incarcerated offenders while providing appropriate medical care.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain current level of Medical and Dental (sick call) visits per year, while ensuring an appropriate level of care.	Average CY2004 visits per inmate per year of 10.1.	Maintain average CY2004 visits per inmate per year of 10.1.

Agribusiness

This activity within the Department of Corrections (DOC) incorporates the functions of dairy operations, meat processing, hydroponics, fruit and vegetable farming, fish processing, farmers market (produce distribution center), sawmills and a freeze plant. Additionally, activities support the staff, supplies and equipment directly associated with operating agricultural programs at select major institutions, field units and work centers. By diversifying, the Department avoids the higher cost of purchasing food totally on the open market. Inmates are also provided with work opportunities and associated skills.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,245,811	\$7,245,811	103.00	103.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$409,612	\$409,612	0.00	0.00
Total for Service Area	\$7,655,423	\$7,655,423	103.00	103.00

Objective: To work inmates in all areas of Agribusiness production.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of inmates working in Agribusiness.	FY05 total inmates employed.	Equal to or greater than FY05 total inmates employed.

Correctional Enterprises

The Department of Corrections (DOC) created Virginia Correctional Enterprises (VCE) which functions similarly to a private business yet operates under the controls and constraints of a government agency. VCE is responsible for producing products and services in three major areas. First, VCE reduces inmate idleness via prison employment in Virginia's prisons. VCE's inmate employment program is a critical component of inmate management. Second, VCE reduces offender re-offense risks via job skills and job programs for offenders. VCE has formed a partnership with the Department of Correctional Education to support formal training through VCE production programs. Third, VCE produces finished goods for sale to the Commonwealth of Virginia. Twenty-two operations at fourteen DOC institutions employ approximately 1,300 inmates who produce products and services enumerated below. Participation in VCE programming reduces inmate idleness which increases safety for staff and inmates within Virginia prisons, reduces risk of recidivism through job experience and training, and provides finished goods for sale to the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$44,000,000	\$44,000,000	191.50	191.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,251,726	\$2,251,726	0.00	0.00
<i>Increase appropriation for enterprise activities</i>	\$11,000,000	\$13,000,000	0.00	0.00
Total for Service Area	\$57,251,726	\$59,251,726	191.50	191.50

Objective: Maximize employment of inmates in the manufacturing of finished goods.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the number of inmate workers from previous year.	FY05 total number of inmate employed.	Equal to or greater than FY05 total inmates employed.

Physical Plant Services - Prisons

The Department of Corrections (DOC) provides a safe, secure and constitutionally adequate environment for over 30,000 inmates, 900 detention and diversion offenders, as well as a workplace for over 11,000 DOC employees. The Department's oldest correctional facilities were constructed prior to the 1950's, and require extensive maintenance efforts to extend useful life. Activities which provide an appropriate physical environment also provide jobs and training daily for many inmates and keep these offenders occupied constructively. Duties and tasks within this activity include: providing coordination and maintenance services for the Department's facilities according to required local, state and federal standards; providing electricity, and other contractual services necessary to operate the physical plant, planning, scheduling and operation of all major maintenance projects in accord with a system of regular inspections; procurement of supplies, material, equipment and services; and provision and training of staff with appropriate technical skills. The Department can not afford to shut down a facility or compromise public safety due to inadequate maintenance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$65,541,234	\$65,541,234	470.00	470.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,964,461	\$1,964,461	0.00	0.00
<i>Provide operational funding for Deerfield expansion</i>	\$486,163	\$655,390	10.00	10.00
<i>Provide operational funds for Phase II of the St. Brides replacement</i>	\$258,507	\$1,085,641	9.00	9.00
<i>Provide operational funding for new Tazewell County prison</i>	\$529,247	\$2,548,476	16.00	16.00
<i>Provide operational funding for new Pittsylvania prison</i>	\$322,525	\$2,548,475	16.00	16.00
Total for Service Area	\$69,102,137	\$74,343,677	521.00	521.00

Objective: Provide and maintain safe and secure work sites that protect staff, offenders and the public.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain or continue to improve upon the three-year Department-wide average on the "Loss Incidence Rate Per 100 Filled Positions" report.	Average rate of three calendar years (2002, 2003 and 2004) of 8.5.	Maintain or improve upon the average identified in the baseline of 8.5.

Department of Criminal Justice Services

Mission Statement

The mission of the Department of Criminal Justice Services (DCJS) is to provide comprehensive planning and state-of-the-art technical and support services for the criminal justice system to improve and promote public safety in the Commonwealth.

Agency Goals:

- Conduct policy and planning initiatives to improve public safety as directed by the General Assembly or the Criminal Justice Services Board.
- Provide financial assistance to improve the function of the criminal justice system.
- Provide training to all segments of the criminal justice system.
- Provide effective and efficient administration of grant programs and provision of timely, relevant technical assistance to grant recipients.
- Develop and promulgate regulations and effectively administer regulatory programs in accordance with state law and policy.
- Conduct agency business in an effective and proficient manner contributing to the successful productivity of our employees and constituents.

Customers Served:

- Bail Bondsmen
- Bail Recovery Agents
- Special Conservators of Peace

Customers Served:

- Local Units of Government
- Not for Profit Agencies
- Attorneys (State and Local)
- First Responder, Fire and EMS Personnel
- Courtroom Security Officers
- Local Law Enforcement Agencies
- Private Security Agencies
- Secretary of Public Safety
- Government Officials
- Juvenile Justice Practitioners
- General District Courts
- Juvenile and Domestic Relations Courts
- Jail Officers
- Regional Training Academies
- Child Advocacy Organizations
- Institutional Police
- Private Police
- Sheriff Departments
- Other State Agencies
- Criminal Justice Services Board
- Local and State units of Government

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$222,815,171	\$48,403,764	\$271,218,935	\$26,442,535	\$244,776,400	375.00
FY 2004	\$218,357,626	\$47,627,766	\$265,985,392	\$25,031,694	\$240,953,698	362.00
FY 2005	\$229,517,783	\$49,741,230	\$279,259,013	\$23,501,211	\$255,757,802	370.00
FY 2006	\$249,271,709	\$50,912,693	\$300,184,402	\$24,886,783	\$275,297,619	413.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$221,295,852	\$50,912,693	\$272,208,545	\$8,550,733	\$263,657,812	132.00
FY 2007 Addenda	\$16,490,990	\$2,633,656	\$19,124,646	\$1,067,972	\$18,056,674	3.00
FY 2007 TOTAL	\$237,786,842	\$53,546,349	\$291,333,191	\$9,618,705	\$281,714,486	135.00
FY 2008 Base Budget	\$221,295,852	\$50,912,693	\$272,208,545	\$8,550,733	\$263,657,812	132.00
FY 2008 Addenda	\$25,554,057	\$2,518,100	\$28,072,157	\$1,067,972	\$27,004,185	3.00
FY 2008 TOTAL	\$246,849,909	\$53,430,793	\$300,280,702	\$9,618,705	\$290,661,997	135.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$564,935 (GF) and \$325,013 (NGF).

- ▶ **Increase nongeneral fund appropriation level for Asset Forfeiture Program**
Increases the nongeneral fund appropriation for the Asset Forfeiture Program to reflect increasing property seizures by state and local law enforcement agencies. For each year, \$3.0 million (NGF).
- ▶ **Remove appropriation for the Intensified Drug Enforcement Fund**
Removes both general fund and nongeneral fund appropriation for the Intensified Drug Enforcement Fund from the agency. All revenues for the fund are being transferred to the general fund, eliminating the need for the agency to retain the appropriation. For each year, a decrease of \$712,629 (GF) and \$4.0 million (NGF).
- ▶ **Increase funding for aid to local law enforcement**
Increases funding for the "599" (HB 599) program as required by the Code of Virginia. This funding goes to localities that operate police departments. For 2007, \$11.6 million (GF). For 2008, \$22.2 million (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$121,654 (GF). For 2008, \$124,384 (GF).
- ▶ **Provide additional staff and appropriation for the regulation of the Bail Enforcement Agent Program**
Funds two additional nongeneral fund positions and appropriation to regulate the Bail Enforcement Agent program. For 2007, \$128,266 (NGF) and two positions. For 2008, \$114,710 (NGF).
- ▶ **Maintain the Integrated Justice program**
Funds a nongeneral fund position to maintain the Uniform Statute Table, a critical component of the Integrated Justice system. The Uniform Statute Table must be maintained in an accurate and timely manner for use by State Police, Supreme Court, Department of Corrections, Compensation Board, and local law enforcement agencies and magistrates as part of the Integrated Justice program. For 2007, \$82,609 (NGF) and one position. For 2008, \$80,609 (NGF).
- ▶ **Increase general fund support of pre- and post-incarceration professional services**
Restores general fund support of pre- and post-incarceration professional services and guidance that increase the opportunity for, and the likelihood of, successful reintegration into local society by incarcerated adult offenders. These services have been supported by federal Byrne grants that will expire. For each year, \$1.2 million (GF).
- ▶ **Support local law enforcement efforts to combat gang activity**
Provides funds to assist local law-enforcement agencies in reducing gang violence and related criminal activity in the Commonwealth. The distribution of the funds will be based on proposals submitted by local jurisdictions. For 2007, \$1.6 million (GF).
- ▶ **Fund youth court pilot project**
Provides additional funds to initiate school-based youth court programs in five sites. These funds will be used to support five pilot sites and contract for an evaluation of the project's effectiveness. For 2007, \$100,000 (NGF).
- ▶ **Increase local probation / local pretrial services capacity**
Increases funding for programs operated in accordance with the Comprehensive Community Corrections Act (CCCA) and the Pretrial Services Act (PSA). The CCCA provides judicial officers, courts, and localities a comprehensive system of local community-based probation services and offender supervision. The PSA results in better information for decision-making by judicial officers, expedites the release of those that would eventually (after longer, costly stays) be released before trial, and provides for supervision of those released on "pretrial" status, so as to reduce failures to appear and pretrial criminality. For each year, \$1.2 million (GF).
- ▶ **Provide funding for the Virginia Domestic Violence Victim Fund grant program**
Provides funds for the Virginia Domestic Violence Victim Fund to enable the agency to award grants to localities. For each year, \$3.0 million (NGF).
- ▶ **Fund local gang prevention and intervention programs**
Creates a grant program to support local efforts to provide community-based programs and activities for "at-risk" youth. Such programs have been shown to be effective in decreasing the level of youth gang activity in communities. For each year, \$1.0 million (GF).

Agency Service Areas:

Law Enforcement Training and Education Assistance

The Standards and Training Section is responsible for the administration of rules relating to the compulsory entry-level and in-service training standards for a variety of criminal justice officers, certification of instructors, certification and de-certification of law enforcement officers and regional jail officers, regional criminal justice academy rules, rules related to the storage and dissemination

of criminal history records, and firearms transaction rules. Additionally, the section is responsible for the distribution of general fund monies and special fund monies to regional criminal justice academies, providing entry-level jailor training, and providing training related to Alzheimer’s disease to a variety of criminal justice and first responder personnel. Constituents include all police departments, sheriffs’ offices, regional jails, joint dispatch centers, the Department of Corrections, and several state agencies whose personnel have law enforcement functions. The section reviews compliance information and rectifies discrepancies.

The Law Enforcement Services (LES) Section is responsible for the monitoring and servicing of grants awarded to Virginia’s local and state law enforcement agencies. Current grant programs include Byrne/JAG funding, LLEBG funding, LETPP funding, State SRO Incentive Grant funding, and Community Policing funding.

LES houses three legislatively-created centers of criminal justice responsibility: the Accreditation Center, the Crime Prevention Center, and the Virginia Center for School Safety.

LES provides a program manager for the State Accreditation Program, serving the program and training needs of the Virginia Law Enforcement Professional Standards Commission, including over 50 currently accredited agencies.

LES is responsible for certifying crime prevention specialists (CPS), for certifying localities as Crime Prevention Communities (CCPC), and for certifying private security professionals as Private Crime Prevention Practitioners (PCPP). We also provide a variety of crime prevention training and services to law enforcement and other criminal justice professionals, including crime analysis training, CPTED training, McGruff House training, SHOCAP services, and Homeland Security training.

LES certifies School Security Officers (SSO) and is responsible for their basic training, as well as for advanced training for SSOs and School Resource Officers (SROs). Through the Virginia Center for School Safety the agency is mandated to conduct an annual school safety audit and to report those findings.

Training and technical assistance in law enforcement policy development is provided to law enforcement agencies and others in support of the Accreditation Program and as a resource to local law enforcement agencies that may lack this capacity. The agency has maintained one of the first and one of the few model policy manuals for law enforcement agencies.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,707,118	\$1,707,118	20.00	20.00
Total for Service Area	\$1,707,118	\$1,707,118	20.00	20.00

Objective: Provide training and education on best practices and techniques and emerging issues and trends to criminal justice practitioners and allied professionals.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide training and education to criminal justice practitioners and professionals.	Since 1997, DCJS-provided training has received satisfactory ratings from an average of 94% of recipients.	DCJS will maintain a 94% or above satisfactory rating on the training and education it provides.

Criminal Justice Research, Statistics, Evaluation, and Information Services

The Research Center provides research and statistical information and technical support to state and local officials in the criminal justice system. Products and services include:

Collecting, analyzing, and reporting to government officials information on criminal justice issues and the criminal justice system.

Producing forecasts of local jail inmate populations to guide planning and expenditures.

Calculating amounts of financial assistance that DCJS provides to localities for law enforcement activities.

Conducting and reporting on evaluations of criminal justice programs and activities.

Managing a program to plan and fund improvements in state and local criminal justice information systems to improve data sharing between these systems.

Providing state and local criminal justice agencies with technical assistance and grant funding for automated records, dispatch, and communications systems.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$544,951	\$544,951	5.00	5.00
Total for Service Area	\$544,951	\$544,951	5.00	5.00

Objective: To develop a statewide comprehensive criminal justice plan as directed by the Code of Virginia for the improvement of criminal justice.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Conduct policy and planning initiatives to improve public safety as directed by the General Assembly.	The last statewide criminal justice plan was created and published in 1997.	Publish every four years.

Coordination of Asset Seizure and Forfeiture Activities

The Asset Forfeiture and Seizure Program provides Virginia law enforcement agencies with a process for disposing of assets seized in conjunction with arrests for illegal narcotics distribution. The law enforcement agencies that seize the assets are able to dispose of them and use the proceeds to further law enforcement activities in the locality. This program is usually jointly administered at the local level by law enforcement and the Commonwealth's Attorney.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,402,709	\$2,402,709	1.00	1.00
Increase nongeneral fund appropriation level for Asset Forfeiture Program	\$3,000,000	\$3,000,000	0.00	0.00
Total for Service Area	\$5,402,709	\$5,402,709	1.00	1.00

Objective: Use all available federal, state general and special funds, and proceeds from assets seized and forfeited in drug cases to provide financial assistance to localities, state agencies, and nonprofit organizations in the criminal justice community.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide financial assistance to improve the function of the criminal justice system.	For FY05, DCJS issued 949 grants, worth \$42.2M in federal funds and \$28.7M in state general and special funds. DCJS also distributed \$177,551,170 in "599" funds to 175 eligible localities and returned \$5M in cash through asset forfeiture program.	DCJS will accurately report the total amount distributed and the total number of grants awarded.

Financial Assistance for Administration of Justice Services

Juvenile Services

The Juvenile Services Section is involved in planning, policy development, and funding of juvenile justice and delinquency prevention initiatives provided through federal or state resources. Section staff provide coordination, program support, technical assistance, training, and monitoring of programs designed to address juvenile justice system improvement and delinquency prevention and programs to improve the investigation, prosecution, and administrative and judicial handling of child abuse cases.

There are five programs administered through the Juvenile Services Section. Title II of the federal Juvenile Justice and Delinquency Prevention Act provides funds to address the need for reform and improvements in the juvenile justice system. These funds are typically administered to local units of government for community-based juvenile justice programs and system improvements. Title V of the federal Juvenile Justice and Delinquency Prevention Act provides funds to local units of government for delinquency prevention programs. The federal Juvenile Accountability Block Grant (JABG) program provides funds to promote greater accountability in the juvenile justice system. The Court-Appointed Special Advocate (CASA) program provides grant support and technical assistance to local programs that coordinate citizen volunteers who advocate on behalf of abused or neglected children in courts. The Children's Justice Act (CJA) program provides technical assistance and training in the investigation and prosecution of child abuse to law enforcement, child protective service workers, CASA volunteers, prosecutors, and Guardians ad litem.

Correctional Services

DCJS' Correctional Services Section is involved in the entire range of correctional issues affecting state and federal prisons, local and regional jails, state probation and parole, local probation, community-based corrections, pretrial services, offender advocacy organizations, and other diverse correctional programs and services – public and private. The Section's primary grant-funded activities include Community Corrections and Pretrial Services (CCCA/PSA), Residential Substance Abuse Treatment (RSAT), Reentry Services (formerly Pre- and Post Incarceration Services, PAPIS), and managing federal grant funds awarded for corrections projects through the Byrne grant program.

The Comprehensive Community Corrections Act for Local-Responsible Offenders (CCCA) provides funds to localities to establish and operate post-trial supervision programming. The CCCA helps localities reserve jail and prison beds for those offenders who pose a continuing danger to their communities, while providing appropriate supervision and intervention to those offenders who can be maintained safely in the community. Thirty-seven (37) programs serve 128 of Virginia's 134 localities and maintain an average daily caseload of over 17,000.

The Pretrial Services Act (PSA) provides funds to localities to establish and operate 30 pretrial services programs that focus on defendants who cannot meet the conditions of a secure bond for release on bail. Public Inebriate Center (PIC) programs are supported in three localities: Virginia Beach, Charlottesville, and Winchester. Their purpose is to provide an alternative to jail for safely housing public inebriates while they sober up. CCCA/PSA and PIC together are supported with \$20.75 million in state general funds

The Correctional Services Section administers state general funds (\$370,898) and federal Byrne funds (\$1.5 million) to 10 public and private non-profit agencies in support of PAPIS programs. These programs provide professional services and guidance intended to increase the opportunity for, and the likelihood of, successful reintegration to society by ex-offenders released from prisons and jails.

The Section administers federal RSAT formula funds to the Department of Corrections (\$817,000, including required match), the Department of Juvenile Justice (\$180,000, including match), and \$131,000 to two jails for the development, operation, and expansion of intensive drug treatment of incarcerated offenders in "Therapeutic Community" programs.

The Section manages Byrne grants awarded to state and local criminal justice agencies. In recent years, Correctional Services has managed as much as \$4 million in Byrne grant funds, using these funds for the expansion of substance abuse treatment skills and knowledge among probation and parole officers, to support drug courts, to support reentry programming, and to provide funds in support of the development of local CJ planning capacity. In the next year, however, Correctional Services will manage just three Byrne grants; two to specific localities to initiate Restorative Justice programs and one to the Department of Corrections for the initiation of a pilot program on Evidence-based Practices in community corrections with collaborations that involve both local probation and state probation and parole.

Victims Services

More than \$14.6 million in state and federal grant funds are provided by DCJS to 245 local and statewide V-STOP, sexual assault, and victim/witness programs throughout the Commonwealth. These programs provide services to crime victims and assist in the apprehension, prosecution, and adjudication of those who commit crimes against women and children.

The section also administers a \$15 million terrorism victim assistance program to provide services to victims of the 9/11 attack on the Pentagon and those who responded to them.

In 2004, the Virginia General Assembly passed legislation creating the Virginia Domestic Violence Victim Fund (VDVVF), which was designed to support domestic violence, sexual abuse, stalking, and family abuse services. DCJS was designated as the administering agency and was given authority to develop guidelines and distribute funds.

As of July 1, 2005, the Virginia Domestic Violence Victim Fund will provide \$1.5 million to support programs in state agencies, local units of government, and non-profit programs that provide services to victims of and/or children affected by domestic violence, sexual abuse, stalking, and family abuse. An additional \$1.5 million will be distributed to local attorneys for the Commonwealth for the purpose of funding the cost of additional attorneys or to further dedicate existing resources to prosecute felonies and misdemeanors involving domestic violence, sexual abuse, stalking, and family abuse.

Law Enforcement Services Section

The Law Enforcement Services (LES) Section is responsible for the monitoring and servicing of grants awarded to Virginia's local and state law enforcement agencies. Current grant programs include Byrne/JAG funding, LLEBG funding, LETPP funding, State SRO Incentive Grant funding, and Community Policing funding.

LES houses three legislatively-created centers of criminal justice responsibility: the Accreditation Center, the Crime Prevention Center, and the Virginia Center for School Safety.

LES provides a program manager for the State Accreditation Program, serving the program and training needs of the Virginia Law Enforcement Professional Standards Commission, including over 50 currently accredited agencies.

LES is responsible for certifying crime prevention specialists (CPS), for certifying localities as Crime Prevention Communities (CCPC), and for certifying private security professionals as Private Crime Prevention Practitioners (PCPP). We also provide a variety of crime prevention training and services to law enforcement and other criminal justice professionals, including crime analysis training, CPTED training, McGruff House training, SHOCAP services, and Homeland Security training.

LES certifies School Security Officers (SSO) and is responsible for their basic training, as well as for advanced training for SSOs and School Resource Officers (SROs). Through the Virginia Center for School Safety the agency is mandated to conduct an annual school safety audit and to report those findings.

Training and technical assistance in law enforcement policy development is provided to law enforcement agencies and others in support of the Accreditation Program and as a resource to local law enforcement agencies that may lack this capacity. The agency has maintained one of the first and one of the few model policy manuals for law enforcement agencies.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$72,931,795	\$72,931,795	58.50	58.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$325,013	\$325,013	0.00	0.00
<i>Remove appropriation for the Intensified Drug Enforcement Fund</i>	(\$4,714,861)	(\$4,714,861)	0.00	0.00
<i>Maintain the Integrated Justice program</i>	\$82,609	\$80,609	1.00	1.00
<i>Increase general fund support of pre- and post-incarceration professional services</i>	\$1,200,000	\$1,200,000	0.00	0.00
<i>Support local law enforcement efforts to combat gang activity</i>	\$1,611,106	\$0	0.00	0.00
<i>Fund youth court pilot project</i>	\$100,000	\$0	0.00	0.00
<i>Increase local probation / local pretrial services capacity</i>	\$1,150,000	\$1,150,000	0.00	0.00
<i>Provide funding for the Virginia Domestic Violence Victim Fund grant program</i>	\$3,000,000	\$3,000,000	0.00	0.00
<i>Fund local gang prevention and intervention programs</i>	\$1,000,000	\$1,000,000	0.00	0.00
Total for Service Area	\$76,685,662	\$74,972,556	59.50	59.50

Objective: Conduct regular monitoring of and provide technical assistance to grant-funded projects and programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Effective, efficient administration of grant programs and provision of timely, relevant technical assistance.	For FY05, DCJS monitored 949 grants.	Each project's financial and progress reports will be reviewed quarterly. Non-formula-funded projects will be monitored via site visits or cluster meetings at least once during their "lifespan" in the grant program.

Business Regulation Services

The Private Security Services Section is involved in all the aspects of registration, certification, and licensure for the private security industry, as well as for Special Conservators of the Peace, Bail Bondsmen, and Bail Recovery Agents. The section is responsible for processing applications for registration, certification, and licensure; ensuring that each individual and/or business/training school meets the Code and Regulation requirements; establishing entry level and in-service training requirements; and issuing the respective authorization. The section also receives complaints, investigates and adjudicates cases, and provides initial and in-service training for segments of the industry.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,891,930	\$1,891,930	18.00	18.00
<i>Provide additional staff and appropriation for the regulation of the Bail Enforcement Agent Program</i>	\$128,266	\$114,710	2.00	2.00
Total for Service Area	\$2,020,196	\$2,006,640	20.00	20.00

Objective: Conduct agency regulatory activities consistent with the Administrative Process Act and federal laws and regulations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Develop and promulgate regulations and effectively administer regulatory programs in accordance with the Administrative Process Act.	In FY05, DCJS managed 19 sets of regulations. Two more regulatory programs will be added by FY06 (October)	Measures the degree to which agency and board regulatory activities met the APA deadlines and other requirements.

Financial Assistance to Localities Operating Police Departments

The Department distributes state law enforcement assistance (known as "599" funds) to 175 cities, counties, and towns with police departments. To be eligible, a locality must have a duly constituted police department that meets certain statutory requirements and its police officers must meet state minimum training standards. The amount each locality receives is determined by a statutorily prescribed formula that uses population, crime, and welfare data.

The Department annually certifies the eligibility of the recipient localities, biennially collects and verifies the data needed for the formula, and applies the formula to the "599" appropriation for each year of the biennium.

Funds are distributed via electronic transfer in equal quarterly payments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$191,323,238	\$191,323,238	0.00	0.00
<i>Increase funding for aid to local law enforcement</i>	\$11,555,924	\$22,227,367	0.00	0.00
Total for Service Area	\$202,879,162	\$213,550,605	0.00	0.00

Objective: Use all available federal, state general and special funds, and proceeds from assets seized and forfeited in drug cases to provide financial assistance to localities, state agencies, and nonprofit organizations in the criminal justice community.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide financial assistance to improve the function of the criminal justice system.	For FY05, DCJS issued 949 grants, worth \$42.2M in federal funds and \$28.7M in state general and special funds. DCJS also distributed \$177,551,170 in "599" funds to 175 eligible localities and returned \$5M in cash through asset forfeiture program.	DCJS will accurately report the total amount distributed and total number of grants awarded.

Administrative and Support Services

This service area encompasses the agency's administrative sections that provide management and support services to the entire agency. This includes the Director, Chief Deputy, policy, and senior management staff. Additionally, the administrative sections include human resources, finance/budget, procurement, information technology, and grants management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,406,804	\$1,406,804	29.50	29.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$564,935	\$564,935	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$121,654	\$124,384	0.00	0.00
Total for Service Area	\$2,093,393	\$2,096,123	29.50	29.50

Objective: Provide oversight for planning and the operations of the agency; provide employee training opportunities, recognition, compensation and benefits, and provide timely administrative support services in the areas of human resources, procurement, and finance.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide efficient administrative support to the agency's internal and external customers.	In FY05, DCJS received a "meets expectations" according to the Governor's Management Standards Scorecard for the above-mentioned objectives.	DCJS expects to receive a "meets expectations" or better in all areas for 2006.

Department of Emergency Management

Mission Statement

Leading the effort to protect Virginia from the impact of emergencies and disasters

Agency Goals:

- Increase public awareness for emergency and disaster threats.
- Improve capabilities and standardize processes.
- Ensure that all activities reflect best practices of the profession.
- Provide the highest quality of customer service.
- Ensure that all programs have adequate resources.
- Ensure compliance with federal and state regulations, policies and procedures.

Customers Served:

- Other States/DC
- Staff
- General Public
- Private Business
- Disaster Victims
- Executive/Legislative
- Media
- Non-Profit/Volunteers
- Local Governments
- Federal Government Agencies
- State Agencies

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$3,055,105	\$11,690,938	\$14,746,043	\$4,638,617	\$10,107,426	78.00
FY 2004	\$3,007,663	\$6,635,266	\$9,642,929	\$4,546,899	\$5,096,030	81.00
FY 2005	\$3,097,206	\$7,716,479	\$10,813,685	\$6,217,960	\$4,595,725	101.00
FY 2006	\$3,620,998	\$7,716,479	\$11,337,477	\$6,237,960	\$5,099,517	108.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$3,620,998	\$7,716,479	\$11,337,477	\$5,890,967	\$5,446,510	108.00
FY 2007 Addenda	\$967,608	\$30,501,469	\$31,469,077	\$720,546	\$30,748,531	5.00
FY 2007 TOTAL	\$4,588,606	\$38,217,948	\$42,806,554	\$6,611,513	\$36,195,041	113.00
FY 2008 Base Budget	\$3,620,998	\$7,716,479	\$11,337,477	\$5,890,967	\$5,446,510	108.00
FY 2008 Addenda	\$973,413	\$30,504,173	\$31,477,586	\$724,914	\$30,752,672	5.00
FY 2008 TOTAL	\$4,594,411	\$38,220,652	\$42,815,063	\$6,615,881	\$36,199,182	113.00

Agency Summary of Recommended Operating Budget Addenda

▶ Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$27,023 (GF) and \$421,721 (NGF).

▶ Eliminate funding for the Boy Scouts of America National Jamboree

Removes one-time funding provided to support the 2005 Boy Scouts of America National Jamboree. For each year, a reduction of \$40,000 (GF).

- ▶ **Annualize funding for Fusion Center and Emergency Operations Center**
Provides funding to support the staff and operations of the Fusion Center and the Emergency Operations Center. Initial funding was provided for six months. For each year, \$483,598 (GF).
- ▶ **Increase appropriation level for Homeland Security grants**
Increases the nongeneral fund appropriation for the state's Homeland Security federal grants. For each year, \$30.0 million (NGF).
- ▶ **Establish a radiological emergency preparedness program position**
Establishes a position to be supported by Dominion Power for the radiological emergency preparedness program. For 2007, \$50,000 (NGF) and one position. For 2008, \$50,000 (NGF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$31,668 (GF). For 2008, \$33,829 (GF).
- ▶ **Increase operating funding of the new Emergency Operation Center**
Provides funding to support Virginia Information Technology Agency costs to support the Virginia Emergency Operations Center. New technology requires additional training and maintenance of equipment in a facility five times the size of the current facility. For each year, \$348,000 (GF).
- ▶ **Provide funding for required rent increases**
Provides funding for increased costs for the leased office space at the Trade Court facility. The agency has not received adjustments in eight years for the annual two percent increase that is required in the lease. The cost of the lease at the Trade Court facility will have increased by \$101,000 per year by the end of the 2006-2008 biennium. For 2007, \$99,020 (GF). For 2008, \$101,000 (GF).
- ▶ **Convert two wage positions to classified and establish one homeland security grant administrator position**
Converts two wage positions (procurement buyer and warehouse/faculty manager) to classified and establishes one nongeneral fund position to administer the state homeland security grant program. For 2007, \$18,299 (GF), \$29,748 (NGF), and three positions. For 2008, \$19,963 (GF) and \$32,452 (NGF).
- ▶ **Establish a Homeland Security grant compliance officer position**
Creates a new full-time compliance officer position to support the administration of the state's Homeland Security grant. This position will audit both state and local governments to ensure compliance with federal and state guidelines. The position will be supported with existing Homeland Security grant funding. For 2007, one position.

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Authorize agency to enter capital lease agreement**
Provides funding to renew the lease for the agency's administrative offices. The original lease was for ten years and will expire in October 2007. The lease has the option to extend for two additional consecutive terms of five years each.

Agency Service Areas:

Financial Assistance for Emergency Management and Response

- Financial assistance for emergency management and response incorporates a number of federal, commonwealth and agency programs that contribute funds and guidance to Virginia localities for the development, maintenance and refinement of comprehensive local emergency management plans and capabilities.
- VDEM is the State Administrative Agency (SAA) for a number of federal programs that enhance a locality's ability to respond to emergencies, disasters or acts of terrorism. Many 'first response' organizations also receive funds through this service area and improvements in capability and equipment contribute to a localities readiness capability posture.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,557,461	\$2,557,461	0.00	0.00
<i>Increase appropriation level for Homeland Security grants</i>	\$25,000,000	\$25,000,000	0.00	0.00
Total for Service Area	\$27,557,461	\$27,557,461	0.00	0.00

Objective: Equitably disburse available financial resources for the effective enhancement of local emergency

management programs and capabilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Tangible improvement in response management and first responder equipment/capability levels	Initial Local Capability Assessment Review (LCAR) conducted across state in 2002	20% improvement in the LCAR by 2008

Emergency Planning, Training and Exercises

Prepare Virginia's response to natural and man- made emergencies and disasters

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,834,735	\$2,834,735	27.25	27.25
<i>Transfer centrally funded amounts to agency budgets</i>	\$183,153	\$183,153	0.00	0.00
<i>Increase appropriation level for Homeland Security grants</i>	\$5,000,000	\$5,000,000	0.00	0.00
<i>Establish a radiological emergency preparedness program position</i>	\$50,000	\$50,000	1.00	1.00
Total for Service Area	\$8,067,888	\$8,067,888	28.25	28.25

Objective: Achieve a greater level of response capability to emergencies and disasters by emergency management organizations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Improve response capability by emergency management practitioners	Current (2004) participation levels in 16 regional/state exercises together with current number of exercise deficiency items.	Ten (10) percent increase in participation in 16 regional/state exercises together with a 50 percent reduction in exercises with deficiency items.

Emergency Response and Recovery Services

Emergency Response and Recovery Service area encompasses those agency functions providing direct assistance to local governments and state agencies during emergencies and disasters, and those functions internal to the agency to ensure the effectiveness of the Commonwealth's organization and response to emergencies and disasters.

- Providing hazardous materials emergency response to chemical releases.
- Coordination of search and rescue operations.
- Provide damage assessment support to local governments impacted by emergencies and disasters.
- Coordinating the Virginia Emergency Response Team.
- Coordinate personnel from various state agencies and private sector partners.
- Providing public assistance to eligible local governments and state agencies.
- Providing funding and technical assistance for mitigation projects.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,305,934	\$1,305,934	21.00	21.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$91,620	\$91,620	0.00	0.00
<i>Convert two wage positions to classified and establish one homeland security grant administrator position</i>	\$29,748	\$32,452	0.00	0.00
Total for Service Area	\$1,427,302	\$1,430,006	21.00	21.00

Objective: Enhance the capabilities of the Virginia Emergency Response Team (VERT) to coordinate the Commonwealth response during disasters and emergencies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Enhance the Capabilities of the VERT	Track the number of VERT staff that successfully complete assigned training.	Increase number of people to finish all required training by 10% annually.

Virginia Emergency Operations Center (VEOC) and Communications

The Virginia Emergency Operations Center (VEOC) is the functional entity that provides 24- hour a day crisis coordination ,information dissemination and primary state warning point services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,285,170	\$2,285,170	34.25	34.25
<i>Transfer centrally funded amounts to agency budgets</i>	\$86,186	\$86,186	0.00	0.00
<i>Eliminate funding for the Boy Scouts of America National Jamboree</i>	(\$40,000)	(\$40,000)	0.00	0.00
<i>Annualize funding for Fusion Center and Emergency Operations Center</i>	\$483,598	\$483,598	0.00	0.00
<i>Increase operating funding of the new Emergency Operation Center</i>	\$348,000	\$348,000	0.00	0.00
Total for Service Area	\$3,162,954	\$3,162,954	34.25	34.25

Objective: Improve the accuracy and timeliness of the Emergency Communication and Warning Process

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timeliness of Warnings and notification transmitted by Virginia Emergency Operations Center (VEOC).	88% of warnings transmitted within 15 minutes of receipt at VEOC (FY2004)	91% of warnings transmitted within 15 minutes of receipt at VEOC (FY2007)
Accuracy of Warnings transmitted by VEOC	FY2004 data averaged for all warnings.	95%

Administrative and Support Services

This service area contains a variety of administrative and support services functions. These services include:

- General administration of agency mission activities
- Strategic planning functions
- Financial services such as accounting and budgeting
- General services functions to include procurement, vehicle management and maintenance, facility management, and stockroom and mailroom activities
- Human resources services to include recruitment, training, compensation and classification, benefits, employee relations and workforce planning
- Administration and training of reservist workforce
- Information technology services to include network and desktop support, training, security, and geographical information systems (GIS) products

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,354,177	\$2,354,177	25.50	25.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$87,785	\$87,785	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$31,668	\$33,829	0.00	0.00
<i>Provide funding for required rent increases</i>	\$99,020	\$101,000	0.00	0.00
<i>Convert two wage positions to classified and establish one homeland security grant administrator position</i>	\$18,299	\$19,963	3.00	3.00
<i>Establish a Homeland Security grant compliance officer position</i>	\$0	\$0	1.00	1.00
Total for Service Area	\$2,590,949	\$2,596,754	29.50	29.50

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	The 2005 percentage calculated based on the agency scorecard.	100%

Department of Fire Programs

Mission Statement

The Virginia Department of Fire Programs in cooperation with our public and private partners — as one team, with one voice — achieve excellence in everything we do through effective communication, coordination and resource management. We provide:

Funding – Financial assistance to communities and other organizations

Professional Development

Comprehensive, nationally–accredited training programs for career and volunteer emergency responders

Higher education opportunities

Public Fire and Life Safety Education

Research – Data collection, analysis, and information reporting

Operational Support – To communities in need during emergencies of all types

Advocacy – Information, identification and promotion of best practices

Technical Assistance – Subject matter expertise and consultation

Agency Goals:

- Improve Business Processes.
- Grants.
- Enhance and Improve Training Programs.
- Higher Education.
- Increase Course Offerings.
- State Emergency Services Academy.
- Expand Public Fire and Life Safety Statewide.
- Provide Fire Information and Studies.
- Provide Additional Support to Virginia Fire and Emergency Services.
- Maintain and Enhance Operational Support Capacity.
- Increase Health and Safety.

Customers Served:

- Fire and Emergency Services

Customers Served:

- Citizens of the Commonwealth
- Government (state and local)

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$13,713,111	\$13,713,111	\$2,015,691	\$11,697,420	27.00
FY 2004	\$0	\$13,644,654	\$13,644,654	\$1,878,776	\$11,765,878	27.00
FY 2005	\$250,000	\$22,551,961	\$22,801,961	\$1,232,978	\$21,568,983	32.00
FY 2006	\$0	\$23,802,645	\$23,802,645	\$1,375,005	\$22,427,640	34.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$23,802,645	\$23,802,645	\$1,716,896	\$22,085,749	34.00
FY 2007 Addenda	\$12,000,000	\$853,868	\$12,853,868	\$209,162	\$12,644,706	3.00
FY 2007 TOTAL	\$12,000,000	\$24,656,513	\$36,656,513	\$1,926,058	\$34,730,455	37.00
FY 2008 Base Budget	\$0	\$23,802,645	\$23,802,645	\$1,716,896	\$22,085,749	34.00
FY 2008 Addenda	\$0	\$843,868	\$843,868	\$209,162	\$634,706	3.00
FY 2008 TOTAL	\$0	\$24,646,513	\$24,646,513	\$1,926,058	\$22,720,455	37.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$136,534 (NGF).
- ▶ **Increase nongeneral fund appropriation to reflect increases in revenues received in the Fire Programs Fund**
Increases the agency's nongeneral fund appropriation to reflect increased revenue collections from the State Corporation Commission. For each year, \$634,706 (NGF).
- ▶ **Add two administrative and office specialists**
Increases the agency's maximum employment level by two positions for clerical staff in two new regional offices. For 2007, \$82,628 (NGF) and two positions. For 2008, \$72,628 (NGF).
- ▶ **Add a full-time position for the Fusion Center**
Increases the agency's maximum employment level by one position to have daily coverage in the Fusion Center. This position will provide fire service specific insight and expertise in developing threat assessments from natural and man-made disasters. For 2007, one position.
- ▶ **Provide general fund support for fire programs**
Provides funding for aid to localities in support of fire services. This fund provides a \$2 state match for every \$3 in funding provided from the Fire Programs Fund as aid to localities. For 2007, \$12.0 million (GF).

Agency Service Areas:

Fire Services Management and Coordination

Fire Services Management and Coordination includes all of the Virginia Department of Fire Programs administrative activities. These administrative activities include: purchasing, accounts receivable/payable, payroll, human resources, Virginia Fire Services Board support, IT support and various other administrative functions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$988,500	\$988,500	34.00	34.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$136,534	\$136,534	0.00	0.00
<i>Increase nongeneral fund appropriation to reflect increases in revenues received in the Fire Programs Fund</i>	\$258,543	\$258,543	0.00	0.00
Total for Service Area	\$1,383,577	\$1,383,577	34.00	34.00

Objective: Streamline agency administrative functions

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Prompt Pay Score	99%	100%

Virginia Fire Services Research

VDFP gathers and uses data from the Virginia Fire Incident Reporting System and other sources to provide information regarding "Fire In Virginia." VDFP provides information in the form of reports and studies pertinent to the fire and emergency services community by gleaned information from subject matter resources and experts.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$355,000	\$355,000	0.00	0.00
<i>Add a full-time position for the Fusion Center</i>	\$0	\$0	1.00	1.00
Total for Service Area	\$355,000	\$355,000	1.00	1.00

Objective: To communicate fire information to stakeholders and the public

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Information Dissemination	6173 website hits in May 2005	6790 website hits in May 2006

Objective: On-going Needs Assessment of Virginia's Fire Service

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Needs Addressed	Please see Virginia Fire Service Needs Assessment	First calculation due in 2009.

Objective: GIS Mapping for Fire Data

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Fire Data Mapping Tool Use	This solution is currently underdevelopment	Once GIS solution is released we will aim for a 10 percent increase in use every six months.

Objective: Ad Hoc Studies of Fire Data

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ad Hoc Study Dissemination	1200	1500
Release of Ad Hoc Studies	3	5

Fire Services Training and Professional Development

VDFP coordinates and delivers specialized training across the Commonwealth to emergency response personnel. VDFP training programs also provide the opportunity for professional development with comprehensive, nationally-accredited training courses for career and volunteer emergency responders in specialized areas including:

- Structural Fire Fighting
- Aircraft Rescue & Fire Fighting
- Incident Management
- Heavy & Technical Rescue
- Hazardous Materials Awareness/Operations
- Virginia Fire Marshal Academy
- Officer Development

VDFP integrates training and education to enhance the professional development of fire and rescue personnel. This integration of educational support is accomplished through public/private partnerships. VDFP serves as a fire/rescue training delivery and certification agency in collaboration with academic fire programs to provide an efficient path for fire service professional development. The focus of these providers is to align the Virginia professional development pathway with emerging national models.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,205,999	\$3,205,999	0.00	0.00
<i>Increase nongeneral fund appropriation to reflect increases in revenues received in the Fire Programs Fund</i>	\$376,163	\$376,163	0.00	0.00
<i>Add two administrative and office specialists</i>	\$82,628	\$72,628	2.00	2.00
Total for Service Area	\$3,664,790	\$3,654,790	2.00	2.00

Objective: Adhering to National Fire Protection Agency (NFPA) 1403 Live Burn Standard

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
NFPA 1403 Compliance Rate	Approximately 60% of live-burns are being completed in compliance with NFPA 1403	95% of live-burns completed in compliance with NFPA 1403

Objective: Continual Review of Curricula in conjunction with the Virginia Community College System

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of students trained under dual accreditation	not available at this time	all students taking instructor/officer development courses.

Objective: Annual Meeting of Virginia's Fire and Fire Emergency Services Higher Education (FESHE)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Meeting attendance rate	90% of the people invited attended the VA FESHE meeting in May 2005.	100%

Objective: Investigate Alternative Delivery Methods

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of students trained	under development	150 students per year receiving online training

Objective: Provide Development Training Opportunities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of students receiving development training	150	250

Technical Assistance and Consultation Services

VDFP provides expertise and consultation to fire and emergency service providers across the Commonwealth on subjects including: Aircraft Rescue & Firefighting, Heavy & Technical Rescue, Marine Fire Fighting, Motor Sports Safety, Hazardous Materials, Incident Management, and Logistical Support with 27 fully-equipped trailers.

VDFP is dedicated to the safety of Virginia citizens, as well as that of fire and emergency service providers. VDFP gathers data and disseminates information to ensure the identification and promotion of best practices to address all hazards.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$418,001	\$418,001	0.00	0.00
Total for Service Area	\$418,001	\$418,001	0.00	0.00

Objective: Serve as a clearing house for best practices

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Best practice internet tracking	6900 website hits in May 2005	7590 website hits in May 2006

Emergency Operational Response Services

VDFP is designated by the Virginia Emergency Operations Plan as a member of the Virginia Emergency Response Team (VERT). VDFP provides operational support to communities in need during emergencies of all types. VDFP maintains seven divisional offices across the Commonwealth. These centrally located divisions provide the agency with a manageable span of coverage for emergency-time deployment of resources and personnel.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$251,001	\$251,001	0.00	0.00
Total for Service Area	\$251,001	\$251,001	0.00	0.00

Objective: Enhance HTR teams and support

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Deployment of Resources		Unable to project an accurate target as this is based on disasters, which can not be projected accurately. However, our goal is to have HTR teams and equipment available at any and all disasters.
Training of HTR Teams	In FY 05 174 HTR courses were delivered: Rope Rescue = 62; Trench Rescue = 21; Vehicle Extrication = 69; Confined Space = 22	10 percent increase from baseline (191 courses total): Rope Rescue = 68; Trench Rescue = 23; Vehicle Extrication = 76; Confined Space = 22

Objective: Enhance Mobile Incident Support Teams

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
MIST Deployment	1 deployment during Hurricane Isabel.	Unable to project an accurate target as this is based on disasters, which can not be projected accurately. However our goal is to have MIST available at any and all disasters.

Public Fire and Life Safety Educational Services

VDFP provides technical assistance to local fire departments, health educators, medical and public health professionals, classroom teachers, elder service providers, community and service organizations, parents, caregivers, and anyone else interested in collaborating on fire and life safety education.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$280,000	\$280,000	0.00	0.00
Total for Service Area	\$280,000	\$280,000	0.00	0.00

Objective: Continued participation in state and national initiatives.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Initiative Participation	30	40

Objective: Increase resources for delivery of public education programs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Resource usage	25	35

Fire Programs Fund Distribution

VDFP is fully funded as a "special revenue" account. Revenue is contained within the Fire Programs Fund, from which VDFP allocates more than 75% of its total, after committed fixed obligations, as annual entitlements to jurisdictions (Aid-to-Localities - ATL). These entitlements, while subject to minimums are population based and allocated directly to some 324 Virginia counties, independent cities and towns incorporated within the counties. ATL may be used solely for the purposes to pay for training, construction of training centers, fire fighting equipment, protective clothing and prevention. ATL may not be used to supplant or replace local funding. The remainder, after disbursements to local jurisdictions, is used to provide direct funded training for localities. Less than 10 percent of the total fund is used for agency administration.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$17,023,144	\$17,023,144	0.00	0.00
Total for Service Area	\$17,023,144	\$17,023,144	0.00	0.00

Objective: Automate Aid-to-Localities Intake and Scheduling for Disbursement

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Funding Disbursements	Full and complete submittal by deadline is at approximately 93% disbursed as scheduled.	Full and complete submittal by deadline is less than 98% disbursed as scheduled.

Burn Building Grants

The Virginia Fire Services Board provides grants to localities for the repair and construction of burn buildings. Burn buildings are unoccupied structures whose sole use from 'point of initial construction' is/was for the purpose of training firefighters in a 'live flame' experience.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$975,000	\$975,000	0.00	0.00
Total for Service Area	\$975,000	\$975,000	0.00	0.00

Objective: Provide a safe, controlled environment for training firefighters.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Live-Fire Training Injury Tracking		

Categorical Grants

The Virginia Department of Fire Programs (VDFP) and the Virginia Fire Services Board (VFSB) offer several grant opportunities via the Fire Programs Fund. These categorical grants include:

The Virginia Fire Incident Reporting System (VFIRS) Technology Grants: These grants provide eligible jurisdictions with computer hardware to support VFIRS.

Training Mini-Grants: These grants are for projects and programs which positively impact and/or further fire service training within the Commonwealth.

Virginia Fire Marshal Academy Stakeholder Training Grants: These assist inspector and investigators to meet mandated recertification training requirements.

Smoke Alarm Grants: These grants provide fire departments with smoke alarms to distribute and install in their communities.

Specialized Training and Conference Grants: These provide needed financial support for conferences and seminars sponsored by Virginia-based non-profit organizations that further the education of fire and emergency services personnel throughout the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$306,000	\$306,000	0.00	0.00
<i>Provide general fund support for fire programs</i>	\$12,000,000	\$0	0.00	0.00
Total for Service Area	\$12,306,000	\$306,000	0.00	0.00

Objective: Provide funding opportunities for the fire and emergency services community.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of grant dollars awarded		
Number of grant awards		

Department of Forensic Science

Mission Statement

The Department of Forensic Science's mission is to protect the public's safety, support law enforcement and the judiciary, and advance the growth and understanding of forensic science by the following:

- Perform accurate, relevant, reliable, thorough and timely analyses and examinations of evidence;
- Convey the results of analyses and examinations through clear, objective, balanced, and easily understood reports, consultations and testimony;
- Train law enforcement, the judiciary and the public in the use and understanding of forensic science; and,
- Develop, provide and maintain evidence collection resources.

Agency Goals:

- Ensure that Virginia receives accurate and timely forensic services.
- Enhance the quality and use of forensic evidence to improve public safety through fair and effective court proceedings.
- Exceed expectations for developing and maintaining appropriate human resources, responsible procurement practices, sound financial management and prudent technology use, while accomplishing the agency's objectives.

Customers Served:

- Offices of Commonwealth's Attorneys
- Other law enforcement agencies and state agencies (statewide)
- Circuit courts (in 31 circuits)

Customers Served:

- General District and Juvenile & Domestic Relations Courts (32 districts)
- Office of the Chief Medical Examiner
- Sheriff's offices and police departments

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$27,975,857	\$0	\$27,975,857	\$18,934,855	\$9,041,002	281.00
FY 2007 Addenda	\$4,502,993	\$0	\$4,502,993	\$1,308,115	\$3,194,878	24.00
FY 2007 TOTAL	\$32,478,850	\$0	\$32,478,850	\$20,242,970	\$12,235,880	305.00
FY 2008 Base Budget	\$27,975,857	\$0	\$27,975,857	\$18,934,855	\$9,041,002	281.00
FY 2008 Addenda	\$4,160,897	\$0	\$4,160,897	\$1,902,903	\$2,257,994	30.00
FY 2008 TOTAL	\$32,136,754	\$0	\$32,136,754	\$20,837,758	\$11,298,996	311.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.1 million (GF).
- ▶ **Remove one-time spending for equipment**
Removes one-time funding provided during the 2005 Session of the General Assembly for equipment. For each year, a reduction of \$99,000 (GF).
- ▶ **Fund Department of Forensic Science positions**
Annualizes funding for positions given to the agency during the 2005 Session of the General Assembly. The funding for the positions had been phased in. For each year, \$235,626 (GF).
- ▶ **Increase funding for laboratory maintenance and operating services**
Provides funds to address the escalating costs for laboratory maintenance and operating services at the agency's four regional forensic laboratories. For each year, \$200,000 (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$41,673 (GF). For 2008, \$43,289 (GF).
- ▶ **Increase scientific and support staffing**
Provides funds for additional forensic scientists and support staff for the four regional laboratories. For 2007, \$645,612 (GF) and 13 positions. For 2008, \$1.6 million (GF) and six additional positions.
- ▶ **Reduce the drug case examination backlog**
Provides funds to reduce the current backlog of cases through contract with an accredited private laboratory and mandatory overtime of agency drug chemists. For 2007, \$1.4 million (GF).
- ▶ **Replace scientific instruments**
Provides funds to replace a portion of the instrumentation needed to perform the scientific analysis called for under the Code of Virginia. This funding will provide for replacement and/or new technology necessary to support the objectives of the chemical analysis and physical evidence service areas. For each year, \$225,000 (GF).
- ▶ **Replace breath alcohol instruments**
Provides funds to replace the evidential breath test instruments used by police officers throughout the Commonwealth. The agency manages the breath alcohol program by providing, maintaining, and certifying instruments and training and certifying police officers in the use of this equipment. For each year, \$196,870 (GF).

► **Increase training offered by the Virginia Forensic Science Academy**

Provides funds to increase the offerings of the Virginia Forensic Science Academy of the Department of Forensics. The training is provided to local and state law enforcement officers for evidence collection and crime scene preservation. For each year, \$66,553 (GF).

► **Increase laboratory space in the Central Laboratory**

Provides funds to move the administrative function of the agency out of the Central Laboratory and use the vacated area to expand the agency's laboratory space. For 2007, \$178,500 (GF). For 2008, \$357,000 (GF).

► **Add staffing for the Division of Administration and Finance**

Provides the positions and funding necessary to establish a Division of Administration and Finance within the agency. For 2007, \$297,117 (GF) and four positions. For 2008, \$297,117 (GF).

► **Provide full-time positions to perform operations and maintenance services for the department's four regional laboratories**

Provides positions to assume operations and maintenance services for the department's four regional laboratories that currently are being outsourced. Contract services have been inadequate and unresponsive. For 2007, six positions.

► **Increase position level to reflect previously created position**

Provides a full-time position inadvertently omitted when the agency was established as an independent entity. No additional funds are required. For 2007, one position.

Agency Service Areas:

Biological Analysis Services

This service area provides scientific analyses of nuclear and mitochondrial DNA evidence for state and local law enforcement agencies. This includes laboratory examination, reporting the results, and, as required, providing testimony in courts of law.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,143,705	\$9,143,705	281.00	281.00
<i>Reduce the drug case examination backlog</i>	\$1,427,000	\$0	0.00	0.00
Total for Service Area	\$10,570,705	\$9,143,705	281.00	281.00

Objective: Provide quality DNA and mitochondrial analyses of criminal evidence in a timely and expeditious manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of cases received annually	4,100 cases received in FY2005	4,981 cases received in FY2008
Number of cases completed annually	4,426 cases completed in FY2005	4,512 cases completed in FY2008
Average turn-around time for completed cases	average of 182 days per case in FY2005	average of 240 days per case in FY2008

Chemical Analysis Services

This service area provides chemical analyses of controlled substances and toxicological and trace evidence for state and local law enforcement agencies, medical examiners and prosecutors. This includes laboratory examination, reporting the results, and, as required, providing testimony in courts of law.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,544,513	\$5,544,513	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,088,042	\$1,088,042	0.00	0.00
<i>Remove one-time spending for equipment</i>	(\$99,000)	(\$99,000)	0.00	0.00
<i>Fund Department of Forensic Science positions</i>	\$235,626	\$235,626	0.00	0.00
<i>Replace scientific instruments</i>	\$225,000	\$225,000	0.00	0.00
Total for Service Area	\$6,994,181	\$6,994,181	0.00	0.00

Objective: Provide quality analyses of controlled substance evidence in a timely and expeditious manner

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of cases received annually	45,148 cases received in FY2005	51,500 cases received in FY2008
Number of cases completed annually	39,812 cases completed in FY2005	45,576 cases completed in FY2008
Average turn-around time for completed controlled substance cases	average of 106 days per case in FY2005	average of 226 days per case FY2008

Physical Evidence Services

This service area provides scientific analyses of latent print/imaging, impression, firearm, toolmark, questioned document, and bloodstain evidence for state and local law enforcement agencies, medical examiners and prosecutors. This includes laboratory examination, reporting the results, and, as required, providing testimony in courts of law.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,070,857	\$8,070,857	0.00	0.00
<i>Replace breath alcohol instruments</i>	\$196,870	\$196,870	0.00	0.00
Total for Service Area	\$8,267,727	\$8,267,727	0.00	0.00

Objective: Provide quality latent print/imaging analyses of criminal evidence in a timely and expeditious manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of latent print/imaging cases received annually	5,100 cases received in FY2005	5,400 cases received in FY2008
Number of latent print/imaging cases completed annually	5,202 cases completed in FY2005	5,604 cases completed in FY2008
Percent reduction in average turn-around time for completed latent print/imaging cases	average of 144 days per case in FY2005	average of 75 days per case in FY2008

Objective: Provide quality firearm and toolmark examinations of criminal evidence in a timely and expeditious manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of firearms and toolmarks cases received annually	4,397 cases received in FY2005	5,125 cases received in FY2008
Number of firearms and toolmarks cases completed annually	3,510 cases completed in FY2005	3,672 cases completed in FY2008
Average turn-around time for completed firearms and toolmarks cases	average of 142 days per case in FY2005	average of 440 days per case in FY2008

Training and Standards Services

This service area provides for the operation of the Forensic Science Academy, the maintenance and certification of breath test equipment and the training and licensing of breath test operators, and the replacement of breath test instruments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$573,005	\$573,005	0.00	0.00
Total for Service Area	\$573,005	\$573,005	0.00	0.00

Objective: Provide the Forensic Science Academy for annually training 36 police officers in crime scene investigation and the recognition, collection, preservation and submission of evidence

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Crime Scene Specialists trained	24 in FY2005	24 in FY2008

Objective: Provide the training for licensing of breath test instrument operators.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Breath test equipment operators trained	4,500 officers in FY2005	4,500 officers in FY2008

Administrative Services

This service area provides the management, direction and administrative support of the agency to meet its objectives. It encompasses the offices of the Director and Deputy Director, the Department counsel, and the Division of Administration and Finance. The Division of Administration and Finance includes the Information Technology, Project Management, Human Resources, Financial Management, and Policy Analysis and Support Units.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,643,777	\$4,643,777	0.00	0.00
Increase funding for laboratory maintenance and operating services	\$200,000	\$200,000	0.00	0.00
Adjust funding for agency expenditures related to cost of basic operations	\$41,673	\$43,289	0.00	0.00
Increase scientific and support staffing	\$645,612	\$1,550,400	13.00	19.00
Increase training offered by the Virginia Forensic Science Academy	\$66,553	\$66,553	0.00	0.00
Increase laboratory space in the Central Laboratory	\$178,500	\$357,000	0.00	0.00
Add staffing for the Division of Administration and Finance	\$297,117	\$297,117	4.00	4.00
Provide full-time positions to perform operations and maintenance services for the department's four regional laboratories	\$0	\$0	6.00	6.00
Increase position level to reflect previously created position	\$0	\$0	1.00	1.00
Total for Service Area	\$6,073,232	\$7,158,136	24.00	30.00

Objective: Practice sound financial management

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Ensure compliance with state financial management policies and procedures	The DFS is a new agency in FY06	Achieve a 95% or higher compliance rate in meeting budget targets

Department of Juvenile Justice

Mission Statement

The Virginia Department of Juvenile Justice's mission is to protect the public through a balanced approach of comprehensive services that prevent and reduce delinquency through partnerships with families, schools, communities, law enforcement and other agencies, while providing the opportunity for delinquent youth to develop into responsible and productive citizens.

Agency Goals:

- Use of a comprehensive, risk-based system of community-level treatment programs and graduated sanctions will prevent and reduce juvenile crime through immediate and effective intervention.
- Provision of a seamlessly integrated system of state and community-level programs that will ensure that every offender receives appropriate services at every point in the juvenile justice process.
- Juvenile offenders committed to the state will participate in state-of-the-art rehabilitative programs in an environment that protects the safety of every ward, staff member, and citizen.

Customers Served:

- Juvenile intake cases for the three locally operated Court Service Units
- New probation cases for the three locally operated Court Service Units
- New commitments to the state (for which parole services are provided) for the three locally operated Court Service Units - this is a subset of the total admissions to DJJ juvenile correctional centers
- Locally operated Court Service Units
- Domestic/Child Welfare intakes for the three locally operated Court Service Units
- Juvenile offenders admitted to DJJ juvenile correctional centers
- Domestic/Child Welfare intakes for the 32 state operated Court Service Units
- Juvenile intake cases for the 32 state operated Court Service Units
- New probation cases for the 32 state operated Court Service Units
- State operated court service units
- Juvenile correctional center security staff
- Placements into the Natural Bridge Juvenile Correctional Center (this is a subset of the juveniles admitted to DJJ juvenile correctional centers)
- DJJ Juvenile Justice Groups who participate in activities at Camp New Hope (this is a subset of all DJJ employees as well as JCC security staff)
- Court Service Unit staff who participate in activities at Camp New Hope
- Group Home residents who participate in activities at Camp New Hope
- Community and prevention group members who participate in activities at Camp New Hope
- Juveniles admitted to locally operated detention facilities (does not include juveniles admitted to the one state operated detention facility)
- Locally operated juvenile detention facilities
- Department of Juvenile Justice staff
- Juveniles detained in the state operated juvenile detention facility at Culpeper

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$179,806,160	\$8,229,710	\$188,035,870	\$121,519,543	\$66,516,327	2,471.00
FY 2004	\$175,972,675	\$8,727,272	\$184,699,947	\$116,263,245	\$68,436,702	2,427.00
FY 2005	\$187,849,765	\$8,374,784	\$196,224,549	\$113,673,740	\$82,550,809	2,427.00
FY 2006	\$189,766,802	\$9,374,784	\$199,141,586	\$114,626,624	\$84,514,962	2,413.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$189,766,802	\$9,374,784	\$199,141,586	\$114,318,031	\$84,823,555	2,413.00
FY 2007 Addenda	\$17,877,983	(\$4,206,907)	\$13,671,076	\$12,267,546	\$1,403,530	89.00
FY 2007 TOTAL	\$207,644,785	\$5,167,877	\$212,812,662	\$126,585,577	\$86,227,085	2,502.00
FY 2008 Base Budget	\$189,766,802	\$9,374,784	\$199,141,586	\$114,318,031	\$84,823,555	2,413.00
FY 2008 Addenda	\$17,539,245	(\$4,206,907)	\$13,332,338	\$13,181,330	\$151,008	89.00
FY 2008 TOTAL	\$207,306,047	\$5,167,877	\$212,473,924	\$127,499,361	\$84,974,563	2,502.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$10,365,000	\$0	\$10,365,000	\$0	\$10,365,000	0.00
FY 2008 Capital	\$3,633,000	\$0	\$3,633,000	\$0	\$3,633,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$11.8 million (GF) and \$140,453 (NGF).
- ▶ **Reduce funding for equipment and furnishings at the Culpeper Juvenile Correctional Center**
Eliminates unneeded and unsupported nongeneral fund appropriation from detention center revenues that never developed at the Culpeper Juvenile Detention Center. For each year, a reduction of \$1.0 million (NGF).
- ▶ **Adjust federal appropriation**
Eliminates unneeded and unsupported nongeneral fund appropriation for unavailable federal Title IV.E funds and expiring federal grants, while increasing nongeneral fund appropriation for the United States Department of Agriculture program. For each year, a reduction of \$3.3 million (NGF).
- ▶ **Realign general fund appropriation and positions**
Realigns positions and funding between various programs and service areas to make the budget more accurately reflect the utilization of resources.
- ▶ **Update special fund appropriation**
Realigns the nongeneral fund appropriation to reflect changes in fees for administrative services, receipts from cities, counties, and towns, and court ordered child support. (Net zero adjustment)
- ▶ **Fund safety management initiative**
Provides additional funding and one position to establish a risk manager position to provide technical expertise, uniform standards, and consistency to the agency's safety program. For 2007, \$80,608 (GF) and one position. For 2008, \$73,608 (GF).
- ▶ **Fund security enhancement projects at three local secure detention facilities**
Funds the state share of security enhancement projects at three local secure detention facilities. The three facilities include the following: Richmond Juvenile Detention Home (\$43,550), Crater Juvenile Detention Home (\$244,074), and the Northern Virginia Juvenile Detention Home (\$603,275). For 2007, \$890,899 (GF).

- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$279,028 (GF). For 2008, \$175,640 (GF).
- ▶ **Staff and operate additional housing units at Culpeper and Hanover Juvenile Correctional Centers**
Provides additional funds to open and staff the fourth (remaining) housing unit at the Culpeper Juvenile Correctional Center, to re-open and staff the newly renovated housing units at Hanover Juvenile Correctional Center, and to add four security basic skills trainers and one background investigator to facilitate a faster hiring and training process. For 2007, \$2.9 million (GF) and 78 positions. For 2008, \$3.6 million (GF).
- ▶ **Fund the workforce development program at four juvenile correctional centers**
Provides funds to replace a grant from the United States Department of Labor that enabled the Departments of Juvenile Justice and Correctional Education to develop training programs and a comprehensive aftercare program for juveniles upon release to their communities. For 2007, \$770,866 (GF) and 10 positions. For 2008, \$609,623 (GF).
- ▶ **Replace expiring independent living grant with general fund support**
Provides funds to award contracts to community-based agencies to provide independent living beds in locations throughout the Commonwealth. Specifically, these programs shall serve juveniles on community parole supervision who are in need of additional structure following incarceration and who cannot return to the homes of their legal guardians. For 2007, \$112,500 (GF). For 2008, \$250,000 (GF).
- ▶ **Continue the Residential Substance Abuse Treatment Program**
Provides funding to allow the agency to continue an intensive substance abuse treatment program for females committed to the department and housed at the Bon Air Juvenile Correctional Center. The program addresses the significant substance abuse and related mental health disorders of this target population and also addresses many of the gender-specific issues and needs characteristic of female offenders. For each year, \$135,000 (GF).
- ▶ **Increase community substance abuse treatment for juvenile probationers**
Provides funding for additional substance abuse treatment intervention at the community level within the court service units. Treatment will be obtained through competitive contracting with vendors and/or memorandums of agreement with community services boards. Various levels of service would be procured to meet the needs of the juvenile, as established by the assessment findings. For each year, \$200,000 (GF).
- ▶ **Initiate a pilot reintegration program for juveniles leaving juvenile correctional centers**
Funds the establishment of a pilot program, similar to the Department of Corrections' jail-based re-entry program, for pre-release partnership with local detention centers and private providers. The program will serve juveniles leaving juvenile correctional centers. For each year, \$250,000 (GF).
- ▶ **Provide transitional beds for female juvenile offenders**
Provides funds for transitional beds specifically developed for female juvenile offenders. The program should provide a structured and therapeutic program that promotes public safety and accountability, with a focus on skill development and instilling positive attitudes and competencies. For each year, \$250,000 (GF).
- ▶ **Increase community mental health treatment for juveniles**
Provides funds for the mental health treatment needs of juvenile offenders at the community level within the court service units. For each year, \$200,000 (GF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Upgrade electrical systems in cottages at the Bon Air Juvenile Correctional Center**
Provides funds to upgrade electrical systems in residential cottages. These cottages require significant building and life safety code upgrades, as well as upgrades to meet the agency's security and safety standards. For the biennium, \$700,000 (GF).
- ▶ **Expand programming space at the Bon Air Juvenile Correctional Center**
Provides funds to expand programming space at the Bon Air Juvenile Correctional Center for increased remedial and educational support staff. For the biennium, \$1.2 million (GF).
- ▶ **Upgrade heating, ventilation, and air-conditioning systems**
Provides funds to upgrade, repair, or replace heating, ventilation, and air-conditioning systems at eleven different buildings at the Receiving and Diagnostic Center and at Oak Ridge, Bon Air, and Hanover Juvenile Correctional Centers. For the biennium, \$2.1 million (GF).

- ▶ **Upgrade security systems at the Bon Air, Hanover, and Culpeper Juvenile Correctional Centers**
Provides funds for campus-wide personal duress alarm systems at Bon Air and Hanover and for providing upgrades to the existing electronic security systems at Bon Air and Culpeper. For the biennium, \$1.4 million (GF).
- ▶ **Expand Oak Ridge Juvenile Correctional Center**
Provides funds to upgrade and modernize conditions to meet current published guidelines for the holding and treatment of juveniles with special needs who are committed to the care of the Department of Juvenile Justice. For the biennium, \$4.0 million (GF).
- ▶ **Replace classroom trailers at the school in the Beaumont Juvenile Correctional Center**
Provides funds to construct an eight classroom facility. This permanent facility will replace the existing temporary classroom trailers. For the biennium, \$700,000 (GF).
- ▶ **Fund cost overruns in the expansion of the Reception and Diagnostic Center, educational facility, and new infirmary**
Provides additional funds for cost overruns caused by delays in beginning the project and increases in construction costs. For the biennium, \$1.5 million (GF).
- ▶ **Fund water projects at various juvenile correctional facilities**
Provides funds to address water projects at various juvenile correctional facilities. For the biennium, \$1.6 million (GF).
- ▶ **Provide additional funds for Beaumont cottage cost overruns**
Provides additional funds for Beaumont cottage cost overruns attributable to project delays and increases in construction costs. For the biennium, \$750,000 (GF).

Agency Service Areas:

Community Residential and Non-residential Custody and Treatment Services

This service area covers all contracted community based services (residential and non-residential) available to the Court Service Units (CSUs) administered by the Department of Juvenile Justice (DJJ). Services include residential placement, and non-residential treatment and supportive services provided by Department funding.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,732,076	\$4,732,076	27.00	27.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$110,088	\$110,088	0.00	0.00
<i>Realign general fund appropriation and positions</i>	\$272,675	\$272,675	0.00	0.00
<i>Replace expiring independent living grant with general fund support</i>	\$112,500	\$250,000	0.00	0.00
<i>Initiate a pilot reintegration program for juveniles leaving juvenile correctional centers</i>	\$250,000	\$250,000	0.00	0.00
<i>Provide transitional beds for female juvenile offenders</i>	\$250,000	\$250,000	0.00	0.00
<i>Increase community mental health treatment for juveniles</i>	\$200,000	\$200,000	0.00	0.00
Total for Service Area	\$5,927,339	\$6,064,839	27.00	27.00

Objective: Juveniles referred for community non-residential services will receive the referred services.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of community non-residential referrals for services that receive the referred services.	90.0%	95.0%

Juvenile Probation and Aftercare Services

This service area implements all probation and aftercare services (parole included) in the Court Service Units administered by the Department.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$52,488,379	\$52,488,379	904.50	904.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$4,045,101	\$4,045,101	0.00	0.00
<i>Adjust federal appropriation</i>	(\$2,900,000)	(\$2,900,000)	0.00	0.00
<i>Realign general fund appropriation and positions</i>	(\$385,541)	(\$385,541)	-1.00	-1.00
<i>Update special fund appropriation</i>	\$85,000	\$85,000	0.00	0.00
<i>Increase community substance abuse treatment for juvenile probationers</i>	\$200,000	\$200,000	0.00	0.00
Total for Service Area	\$53,532,939	\$53,532,939	903.50	903.50

Objective: 35102.01 – To decrease the number of repeat juvenile offenders in Virginia, specifically those convicted of a new misdemeanor or felony within one-year of being released from a juvenile correctional facility.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of juveniles convicted of a new misdemeanor or felony within a year of being released from a juvenile correctional facility.	37.6% for juveniles released from juvenile correctional centers during FY2003 (with a 12-month follow-up period).	One percent below the FY2003 rate (for juveniles released from the juvenile correctional centers during FY2004, with a 12-month follow-up period).

Objective: To decrease the number of repeat juvenile offenders in Virginia, specifically those convicted of a new misdemeanor or felony within one-year of being placed on probation with DJJ.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of juveniles convicted of a new misdemeanor or felony within a year of being placed on probation.	24.8% for juveniles placed on probation during FY2003 (with a 12-month follow-up period).	One percent below the FY2003 rate (for juveniles placed on probation during FY2004, with a 12-month follow-up period).

Financial Assistance for Juvenile Confinement in Local Facilities

This service area addresses the provision of financial support by the Department of Juvenile Justice (DJJ) for the operation of juvenile detention facilities operated by local governments and commissions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$32,377,273	\$32,377,273	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,758,654	\$1,758,654	0.00	0.00
<i>Adjust federal appropriation</i>	\$156,857	\$156,857	0.00	0.00
<i>Fund security enhancement projects at three local secure detention facilities</i>	\$890,899	\$0	0.00	0.00
Total for Service Area	\$35,183,683	\$34,292,784	0.00	0.00

Objective: To maintain compliance with mandatory standards for local juvenile detention facilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Compliance by all detention facilities with all applicable mandatory Interdepartmental and Board of Juvenile Justice Standards.	85% compliance with all applicable standards; 100% with mandatory standards.	100% compliance with all mandatory standards by all local and regional detention facilities by the end of FY2008.

Financial Assistance for Probation and Parole - Local Grants

This service area covers all the financial assistance to the three locally operated Court Service Units (CSUs) (Arlington County, the City of Falls Church, and Fairfax City/County) for the provision of probation and parole services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,148,004	\$2,148,004	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$167,527	\$167,527	0.00	0.00
Total for Service Area	\$2,315,531	\$2,315,531	0.00	0.00

Objective: To maintain compliance with standards established by the State Board of Juvenile Justice.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Compliance by all locally operated CSUs with Board of Juvenile Justice Standards.	65% compliance with all applicable standards during biannual visits; 80% with standards during biannual visits.	90% compliance with all standards by all three locally operated CSUs by the end of FY2006.

Financial Assistance for Community based Alternative Treatment Services

This service area includes financial support by the Virginia Department of Juvenile Justice (DJJ) for activities of localities for juvenile services under the Virginia Juvenile Community Crime Control Act (VJCCCA). The purpose of the VJCCCA is “to deter crime by providing immediate, effective punishment that emphasizes accountability of the juvenile offender for his actions as well as reduces the pattern of repeat offending” (COV §16.1-309.2).

Since January 1996, funding has been allocated to each local governing body (an independent city or county) through a formula based on factors including the number and types of arrests in a locality and the average daily cost for serving a child. Local governing bodies may provide services directly or purchase them from other public or private agencies. No specific types of programs or services are required.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,018,723	\$15,018,723	0.00	0.00
Total for Service Area	\$15,018,723	\$15,018,723	0.00	0.00

Objective: To increase the number of juveniles released from VJCCCA funded programs with a satisfactory completion rating (defined individually by each program).

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Satisfactory completion rate for VJCCCA programs.	74.5% satisfactory completion rate (FY2004 Program Placements who were released from VJCCCA programs).	80.0% satisfactory completion rate by the end of FY2006.

Juvenile Corrections Center Management

This service area implements all services and administration of the secure juvenile correctional facilities, including the Reception and Diagnostic Center, of the Department of Juvenile Justice.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,440,050	\$8,440,050	112.00	112.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$490,303	\$490,303	0.00	0.00
<i>Reduce funding for equipment and furnishings at the Culpeper Juvenile Correctional Center</i>	(\$1,000,000)	(\$1,000,000)	0.00	0.00
<i>Realign general fund appropriation and positions</i>	(\$329,797)	(\$329,797)	1.00	1.00
<i>Update special fund appropriation</i>	\$598,786	\$599,874	0.00	0.00
Total for Service Area	\$8,199,342	\$8,200,430	113.00	113.00

Objective: There will be no escapes from secure, state-operated juvenile correctional facilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of juvenile escapes from a secure, state-operated juvenile correctional facility.	0 - no escapes	0 - no escapes

Food Services

This service area covers the provision of all food and dietary services to juveniles housed in all of the juvenile correctional centers and the Reception and Diagnostic Center.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,983,643	\$4,983,643	54.00	54.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$175,341	\$175,341	0.00	0.00
<i>Adjust federal appropriation</i>	\$202,318	\$202,318	0.00	0.00
<i>Realign general fund appropriation and positions</i>	(\$620)	(\$620)	0.00	0.00
<i>Staff and operate additional housing units at Culpeper and Hanover Juvenile Correctional Centers</i>	\$141,955	\$152,909	4.00	4.00
Total for Service Area	\$5,502,637	\$5,513,591	58.00	58.00

Objective: To increase the percentage of juveniles who are within normal Body Mass Index (BMI) limits for the appropriate gender and age range.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of juveniles who have a BMI within normal limits (by gender and age).	52% of juveniles within normal gender and age limits on the BMI.	55% of juveniles within normal gender and age limits on the BMI.

Medical and Clinical Services

This service area implements all of the medical and clinical services for all of the juvenile correctional centers and the Reception and Diagnostic Center.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,809,547	\$8,809,547	50.50	50.50
<i>Transfer centrally funded amounts to agency budgets</i>	\$229,497	\$229,497	0.00	0.00
<i>Adjust federal appropriation</i>	(\$182,947)	(\$182,947)	0.00	0.00
<i>Realign general fund appropriation and positions</i>	\$177,212	\$177,212	2.00	2.00
Total for Service Area	\$9,033,309	\$9,033,309	52.50	52.50

Objective: To provide all juveniles at RDC with intake physical and dental examinations within 5 days of admission and annual physical and dental examinations within 365 days of admission.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To increase the percentage of juveniles in correctional centers receiving intake physical and dental examinations within 5 days of admission and annual physical and dental examinations within 365 days of admission.	80.0% in FY2005	95.0% by the end of FY2007

Physical Plant Services

This service area covers all aspects of facility maintenance and physical plant issues for the juvenile correctional centers (JCCs). This includes fire safety, water and sewage issues, sanitation issues, and facility structure repairs (not included in capital outlay for major projects).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,657,519	\$5,657,519	60.00	60.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$226,788	\$226,788	0.00	0.00
<i>Realign general fund appropriation and positions</i>	\$415,179	\$415,179	3.00	3.00
<i>Staff and operate additional housing units at Culpeper and Hanover Juvenile Correctional Centers</i>	\$224,399	\$234,037	4.00	4.00
<i>Fund the workforce development program at four juvenile correctional centers</i>	\$300,000	\$0	0.00	0.00
Total for Service Area	\$6,823,885	\$6,533,523	67.00	67.00

Objective: Facilities will be in compliance with annual safety and sanitation inspections conducted by federal and state agencies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Compliance with residential facility standards for facilities that house children. There will be an action plan developed for standards not met.	90%	100% compliance or the development of an action plan to address the deficient standards.

Offender Classification and Time Computation Services

This service area focuses on the correct computation of juvenile sentences and time served in the JCCs, as well the classification and re-classification of juveniles for the safety and proper placement of juveniles.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$947,676	\$947,676	25.00	25.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$92,139	\$92,139	0.00	0.00
<i>Realign general fund appropriation and positions</i>	\$164,598	\$164,598	0.00	0.00
<i>Update special fund appropriation</i>	(\$3,000)	(\$3,000)	0.00	0.00
Total for Service Area	\$1,201,413	\$1,201,413	25.00	25.00

Objective: To maintain current classification assessments of juveniles who are in the JCCs within appropriate time frames.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of juveniles reclassified within 100 days of the initial classification.	10.0% without a reclassification within 100 days	5.0% without a reclassification within 100 days by the end of FY2006

Juvenile Supervision and Management Services

This service area involves the supervision of juveniles and management of the JCCs and RDC. This service area includes juvenile security and linen/laundry services as well (from the previous program and subprogram structure).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$39,540,060	\$39,540,060	873.00	873.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,225,458	\$3,225,458	0.00	0.00
<i>Realign general fund appropriation and positions</i>	(\$244,121)	(\$244,121)	-7.00	-7.00
<i>Update special fund appropriation</i>	(\$586,466)	(\$586,466)	-1.00	-1.00
<i>Staff and operate additional housing units at Culpeper and Hanover Juvenile Correctional Centers</i>	\$1,726,500	\$2,405,946	57.00	57.00
<i>Fund the workforce development program at four juvenile correctional centers</i>	\$356,364	\$471,010	7.00	7.00
Total for Service Area	\$44,017,795	\$44,811,887	929.00	929.00

Objective: To reduce the number of jsecurity staff vacancies in the juvenile correctional centers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of security staff turnovers in the JCCs.	32.7% turnover rate	20.0% turnover rate

Juvenile Rehabilitation and Treatment Services

This service area involves the provision of rehabilitation, treatment and appropriate recreation services to juveniles committed to the Department of Juvenile Justice (DJJ) and housed in the secure juvenile correctional centers (JCCs).

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,059,054	\$10,059,054	170.00	170.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$731,646	\$731,646	0.00	0.00
<i>Adjust federal appropriation</i>	(\$623,588)	(\$623,588)	0.00	0.00
<i>Realign general fund appropriation and positions</i>	(\$298,069)	(\$298,069)	0.00	0.00
<i>Update special fund appropriation</i>	(\$15,408)	(\$15,408)	0.00	0.00
<i>Staff and operate additional housing units at Culpeper and Hanover Juvenile Correctional Centers</i>	\$396,849	\$405,649	8.00	8.00
<i>Fund the workforce development program at four juvenile correctional centers</i>	\$114,502	\$138,613	3.00	3.00
<i>Continue the Residential Substance Abuse Treatment Program</i>	\$135,000	\$135,000	0.00	0.00
Total for Service Area	\$10,499,986	\$10,532,897	181.00	181.00

Objective: To provide individual counseling sessions to juveniles in the JCCs as part of their mandatory and recommended treatment needs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Average number of individual counseling sessions for juveniles in the JCCs.	Rate of 4.5 sessions (based on a three-year average since FY2002).	Rate of 5.0 by the end of FY2006

Minimum Security Services

This service area covers the administration of the Department of Juvenile Justice's (DJJ) minimum security services offered at Camp New Hope. Camp New Hope is located adjacent to DJJ's Natural Bridge Juvenile Correctional Facility (NBICC). Camp New Hope offers facilities and activities for juveniles at NBICC, as well as other DJJ units and outside groups who wish to use the facility.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$185,882	\$185,882	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$16,905	\$16,905	0.00	0.00
<i>Realign general fund appropriation and positions</i>	\$49,978	\$49,978	0.00	0.00
Total for Service Area	\$252,765	\$252,765	4.00	4.00

Objective: To meet the accreditation standards of the American Camping Association so that Camp New Hope offers a safe and effective program of activities for participants.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Camp New Hope will meet the minimum standards established by ACA to become/remain an accredited ACA site.	none (program certification is currently in the planning stage but is expected to occur in FY2006)	100% of the standards necessary to receive/maintain accreditation

Administrative and Support Services

This service area supports the Department of Juvenile Justice through various administrative functions including Information Technology Services, Accounting and Budget Services, Architectural and Engineering Services, Food and Dietary Services, Personnel Services, and Planning and Evaluation Services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$13,753,700	\$13,753,700	133.00	133.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$702,080	\$702,080	0.00	0.00
<i>Adjust federal appropriation</i>	\$0	\$0	0.00	0.00
<i>Realign general fund appropriation and positions</i>	\$178,506	\$178,506	2.00	2.00
<i>Update special fund appropriation</i>	(\$78,912)	(\$80,000)	1.00	1.00
<i>Fund safety management initiative</i>	\$80,608	\$73,608	1.00	1.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$279,028	\$175,640	0.00	0.00
<i>Staff and operate additional housing units at Culpeper and Hanover Juvenile Correctional Centers</i>	\$388,305	\$365,759	5.00	5.00
Total for Service Area	\$15,303,315	\$15,169,293	142.00	142.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency.	80%	100%

Department Of Military Affairs

Mission Statement

The Department of Military Affairs provides an organization that is manned, equipped and trained to protect and serve our communities, Commonwealth and Nation.

Agency Goals:

- Personnel Readiness - Improve personnel readiness through continued use of incentives and other programs.
- Full Time Manning - Increase full-time manning to required levels.
- Increase the number of Full Time General Fund Employees Supporting the mission.
- Develop innovative approaches to provide resources for building, renovating and maintaining the 49 armories throughout the Commonwealth.
- To assure a safe and healthy workplace for state employees, to reduce the incidence of work related accident and illness occurring in the Department of Military Affairs and to ensure that injured employees receive benefits for which they are eligible.
- Administration C-130: Administrative support aircraft for Virginia National Guard to support civil support team (CST) and mobility support for all Virginia National Guard Units.
- Challenge Program: Promote and enhance the Challenge program that intervenes in the lives of at-risk youth in order to assist high school dropouts to become productive members of society.
- Relocate the Property and Fiscal Office Warehouse closer to the Fort Pickett office.
- Build a readiness center for the Department of Military Affairs headquarters.
- Repave/repair hard surface streets at Fort Pickett.
- Improve access to information and communications resources within the Virginia National Guard through hardware and software upgrades, maintenance of a secure network and user training.

Customers Served:

- Citizens of the United States/Department of Defense/President
- Citizens of Virginia/Governor
- Families (military and civilian)
- Employees (part-time members and full time employees)
- Virginia Communities
- Employers of Traditional Guard Members
- Other Federal Agencies
- Other state Agencies
- Other States

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$6,957,763	\$16,085,733	\$23,043,496	\$11,771,082	\$11,272,414	262.50
FY 2004	\$6,916,017	\$19,085,733	\$26,001,750	\$11,577,125	\$14,424,625	262.50
FY 2005	\$7,002,742	\$23,813,107	\$30,815,849	\$14,640,455	\$16,175,394	280.50
FY 2006	\$8,513,205	\$27,170,407	\$35,683,612	\$17,663,648	\$18,019,964	352.50
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$8,513,205	\$27,170,407	\$35,683,612	\$17,044,454	\$18,639,158	352.50
FY 2007 Addenda	\$1,723,973	\$1,058,314	\$2,782,287	\$1,699,287	\$1,083,000	9.00
FY 2007 TOTAL	\$10,237,178	\$28,228,721	\$38,465,899	\$18,743,741	\$19,722,158	361.50
FY 2008 Base Budget	\$8,513,205	\$27,170,407	\$35,683,612	\$17,044,454	\$18,639,158	352.50
FY 2008 Addenda	\$696,829	\$1,058,314	\$1,755,143	\$1,664,287	\$90,856	9.00
FY 2008 TOTAL	\$9,210,034	\$28,228,721	\$37,438,755	\$18,708,741	\$18,730,014	361.50
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$3,237,000	\$10,545,000	\$13,782,000	\$0	\$13,782,000	0.00
FY 2008 Capital	\$0	\$0	\$0	\$0	\$0	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$142,366 (GF) and \$845,114 (NGF).
- ▶ **Fund recurring National Guard life insurance payments**
Provides funding for the recurring state portion of Virginia National Guard members' life insurance payments. For each year, \$350,220 (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$16,387 (GF). For 2008, \$24,243 (GF).
- ▶ **Provide funds to the Virginia National Guard Foundation**
Adds funding to the Virginia National Guard Foundation for grants and loans for National Guard families facing financial hardship related to the deployment of family members. For 2007, \$500,000 (GF).
- ▶ **Increase Fort Pickett police force**
Provides funding and positions to increase the Fort Pickett police force by three, to a total of nine. This will bring the total police force employment closer to a staff of eleven, as outlined in the Virginia State Criminal Justice Services Study. For 2007, \$190,000 (GF) and three positions. For 2008, \$155,000 (GF).
- ▶ **Increase support to Maneuver Training Center billeting operation**
Provides funding for additional staff to support the billeting office of the Maneuver Training Center. Increased staff is necessary due to a growth in the number of tenants occupying Fort Pickett. For 2007, \$105,200 (NGF) and four positions. For 2008, \$105,200 (NGF).
- ▶ **Increase facility maintenance personnel**
Provides funding and additional staff to support maintenance for the Maneuver Training Center. Additional staffing is necessary due to increased numbers occupying Fort Pickett. For 2007, \$108,000 (NGF) and two positions. For 2008, \$108,000 (NGF).

► **Fund equipment and training for the Virginia Defense Force**

Adds funding for equipment and training for the Virginia Defense Force. Funds are needed due to increased activation resulting from the deployment of National Guard forces. For each year, \$25,000 (GF).

► **Establish Military Family Fund**

Provides funding, as proposed by the Governor's Citizen Soldier Council, for the families of Virginia National Guard members and members of the reserves of the armed services of the United States that have been activated since September 11, 2001 and who are in financial need. For 2007, \$500,000 (GF).

Agency Summary of Recommended Capital Outlay Addenda

► **Construct Winchester Readiness Center**

Provides funding to construct the Winchester Readiness Center and Field Maintenance Shop. This facility will support administration, training, storage, and maintenance for the 116th Infantry of Virginia. Federal funds have been approved. For the biennium, \$3.2 million (GF) and \$10.5 million (NGF).

Agency Service Areas:

Tuition Assistance

This service area provides financial assistance to both Army and Air guard personnel to attend in-state educational institutions. Last year, with the help of the General Assembly and the Governor, the funding to this area was increased to include full tuition, fees and books. To receive this financial assistance, the guard member must agree to a two year service commitment, achieve passing grades and continue to satisfactorily perform their guard assignments, which includes random drug testing. This area provides the Virginia National Guard with a recruiting and retention incentive that is not available to the reserve and active branches of service. Most states that are coming close to achieving strength requirements have a developed educational assistance programs that meet the needs of the members.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,250,001	\$2,250,001	0.00	0.00
Total for Service Area	\$2,250,001	\$2,250,001	0.00	0.00

Objective: Personnel Readiness - Improve personnel readiness through use of incentives and other programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Strength management program	Current baseline is to maintain the overall Virginia Army National Guard strength at 88% and The Air National Guard Strength at 98% of assigned strength.	The target is to recruit 1,400 Army and 200 Air National Guardsmen and retain 82% Army and 90% of the current Virginia National Guardsmen.

Recruitment Incentives

This activity provides a \$500 bonus to National Guard members that successfully recruit a new person into the Army National Guard

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$95,200	\$95,200	0.00	0.00
<i>Fund recurring National Guard life insurance payments</i>	\$350,220	\$350,220	0.00	0.00
Total for Service Area	\$445,420	\$445,420	0.00	0.00

Objective: To enlist additional personnel into the Virginia Army National Guard

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Paid incentive enlistment program	base line is 190 new enlistments	100 % success would be 190 new enlistments.

Virginia Commonwealth Challenge Program

Challenge is a program that intervenes in the lives of Virginia's at-risk youth to assist high school dropouts to become productive members of society. The program does this by recruiting 150-200 students each six months 200 + each year; to attend a five month residential "military Style" school located at the State Military Reservation, Virginia Beach. The program goals are: to provide values, skills education and self-discipline to students; to integrate graduates into the community through; mentors, who are assigned to each graduate for a period of one year as follow up support.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,653,732	\$3,653,732	54.00	54.00
Total for Service Area	\$3,653,732	\$3,653,732	54.00	54.00

Objective: Establish and maintain a 100% placement rate with no greater than a 2% recidivism rate

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Challenge Placement Rate	Expectation is that all cadets will be positive outcomes 100%	The measure target is 98%

General Weapons Warehousing

This activity provides resources for the operation, repair and maintenance of the 49 armories located at various locations throughout the Commonwealth of Virginia. This involves contracting for repairs, staffing at the various location and utilities. The armory is usually a stand alone facility that contains an assembly hall (aka drill floor), several classrooms, storage areas for military equipment, parking area for service members, and an arms vault.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,240,835	\$2,240,835	8.00	8.00
Total for Service Area	\$2,240,835	\$2,240,835	8.00	8.00

Objective: To operate and maintain the Commonwealths Armories at a level that reflect positively on the Commonwealth and the Virginia National Guard

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cost per square foot budgeted for Armory maintenance and repair	The base line expended in FY-05 was \$1.54 per square foot of building space.	The target is increase this to \$3.58 per square foot.

Virginia State Defense Force

The Virginia State Defense Force, with a target membership of 1,200, shall be organized within and subject to the control of the Department of Military Affairs. The Defense Force shall provide an adequately trained organized reserve militia to assume control of Virginia National Guard facilities and to secure any federal and state property left in place in the even of mobilization of the Virginia National Guard. Also provide assistance in the call to state active duty by the Governor.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$56,672	\$56,672	0.00	0.00
Fund equipment and training for the Virginia Defense Force	\$25,000	\$25,000	0.00	0.00
Total for Service Area	\$81,672	\$81,672	0.00	0.00

Objective: To provide high quality services to members of the Virginia National Guard and their families.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Assistance Provided to the Virginia National Guard	based line would be that budget hours are less than 100% of budgeted hours.	the target is hours budgeted are less than or equal to 100% of the hours actually expended.

Security Services

Physical and electronic security is provided at differing levels in all facilities throughout the Commonwealth. This can be as simple as adequate locks on the doors through electronic access and surveillance systems. The majority of this activity is fund with federal funds while the state headquarters and Fort Pickett police Department are fund with general funds.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,377,469	\$4,377,469	98.00	98.00
<i>Increase Fort Pickett police force</i>	\$190,000	\$155,000	3.00	3.00
Total for Service Area	\$4,567,469	\$4,532,469	101.00	101.00

Objective: Prevent unauthorized access to controlled areas.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Keeping the BAD guys out.	current data display zero unauthorized intrusions.	Zero successful intrusion attempts

Fort Pickett and Camp Pendelton Operations

Fort Pickett is a 40,000 acre military training installation the was BRACed and the Commonwealth of Virginia through the Virginia National Guard, assumed operation of the installation. This installation consists of 1.5 million square feet of buildings, tank training trails, leadership skill development course, urban assault course and other ranges that support military and civilian training. The installation at Virginia Beach (state military reservation) consists of numerous buildings that are used for classroom training, leased buildings to the Navy Sealift Command, the Virginia Beach Armory, the Challenge Youth program and the Air Guard engineering unit.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,334,635	\$15,334,635	112.00	112.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$845,114	\$845,114	0.00	0.00
<i>Increase support to Maneuver Training Center billeting operation</i>	\$105,200	\$105,200	4.00	4.00
<i>Increase facility maintenance personnel</i>	\$108,000	\$108,000	2.00	2.00
Total for Service Area	\$16,392,949	\$16,392,949	118.00	118.00

Objective: Continue the growth and increase utilization of both Fort Pickett and the State Military Reservation.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Training Site Readiness	Fy-05 is that 85% of faculties will meet the green standard	85% of the facility evaluative criteria will be met.

Operations and Maintenance Services

This service includes those items covered under a federal/state cooperative agreement (contract) relative organizational maintenance shops, certain training site costs, Virginia Air National Guard operations and other 100% federally fund operations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,212,464	\$3,212,464	27.88	27.88
Total for Service Area	\$3,212,464	\$3,212,464	27.88	27.88

Objective: Maintain and operate federal/state cooperative agreement (contract) relative organizational maintenance shops, certain training site costs, Virginia Air National Guard operations and other 100% federally fund operations

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Facilities that do not meet Green readiness level	base is that at 85% of criteria will be met	The target is that 85% of the evaluative criteria will be met or exceeded.

Administrative and Support Services

The administrative service area provides the human resources, facilities and equipment to perform the support functions of human resource management, budgeting, accounting, planning, procurement and management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,462,604	\$4,462,604	52.62	52.62
<i>Transfer centrally funded amounts to agency budgets</i>	\$142,366	\$142,366	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$16,387	\$24,243	0.00	0.00
<i>Provide funds to the Virginia National Guard Foundation</i>	\$500,000	\$0	0.00	0.00
<i>Establish Military Family Fund</i>	\$500,000	\$0	0.00	0.00
Total for Service Area	\$5,621,357	\$4,629,213	52.62	52.62

Objective: To ensure compliance with state and federal laws, regulations, rules and procedures related to accounting, procurement, personnel, budgeting and procurement.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Administrative operations meeting the challenge	No notices of noncompliance in any of the above reports.	Zero quality and quantity exception items reported.

Objective: To ensure that resources are used efficiently and programs are managed effectively and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
	The 2005 calculated baseline from the agency scorecard was 100%	The measure target is 100%

Department of State Police

Mission Statement

The Virginia State Police, independent yet supportive of other law enforcement and criminal justice agencies, will provide high quality, statewide law enforcement services to the people of Virginia and our visitors.

Agency Goals:

- Ensure the safety and security of citizens and their property.
- Promote the safe and orderly flow of traffic on Virginia's highways.
- Strive to eliminate illegal drug use within Virginia.
- Provide available department resources to requesting law enforcement agencies.
- Ensure the safety, security, and high morale of department personnel.
- Continually seek ways to deliver the most cost-effective and efficient law enforcement services possible.

Customers Served:

- Virginia Citizens
- Out of State Citizens
- Businesses
- Virginia Law Enforcement Agencies
- Out of State Law Enforcement Agencies
- Virginia Courts
- Out of State Courts
- Gun Dealers
- Entities Registered for Community Notification of Sex Offenders
- Sex Offenders
- Circuit Courts
- Retired Law Enforcement Personnel
- Department Employees
- State Agencies
- Commissions/Authorities
- Federal, State, and Local Criminal Justice Agencies
- Motor Carriers
- Federal Motor Carrier Safety Administration
- Property and casualty insurance companies licensed to operate in Virginia
- Commonwealth's Attorneys and staff
- Multi-jurisdictional investigative task forces
- Inspection Stations
- Inspectors (active)
- Federal, State, and Local Law Enforcement Agencies
- Emergency Medical Response Personnel

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$163,875,257	\$53,340,059	\$217,215,316	\$166,083,050	\$51,132,266	2,704.00
FY 2004	\$162,436,555	\$49,586,512	\$212,023,067	\$165,579,552	\$46,443,515	2,704.00
FY 2005	\$170,587,323	\$52,091,271	\$222,678,594	\$166,592,132	\$56,086,462	2,708.00
FY 2006	\$175,924,225	\$52,262,575	\$228,186,800	\$166,901,191	\$61,285,609	2,720.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$175,924,225	\$52,262,575	\$228,186,800	\$163,766,371	\$64,420,429	2,720.00
FY 2007 Addenda	\$20,655,324	\$9,053,756	\$29,709,080	\$19,445,204	\$10,263,876	0.00
FY 2007 TOTAL	\$196,579,549	\$61,316,331	\$257,895,880	\$183,211,575	\$74,684,305	2,720.00
FY 2008 Base Budget	\$175,924,225	\$52,262,575	\$228,186,800	\$163,766,371	\$64,420,429	2,720.00
FY 2008 Addenda	\$21,116,242	\$9,053,756	\$30,169,998	\$19,445,204	\$10,724,794	0.00
FY 2008 TOTAL	\$197,040,467	\$61,316,331	\$258,356,798	\$183,211,575	\$75,145,223	2,720.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$200,000	\$0	\$200,000	\$0	\$200,000	0.00
FY 2008 Capital	\$2,495,000	\$0	\$2,495,000	\$0	\$2,495,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$11.9 million (GF) and \$1.8 million (NGF).
- ▶ **Eliminate one-time funding provided for the anti-gang initiative**
Removes one-time funding provided to purchase vehicles for the additional anti-gang trooper positions. For each year, a reduction of \$360,000 (GF).
- ▶ **Provide the full cost of partially funded items**
Annualizes funding supporting the anti-gang, Fusion Center, and Network Operations Center activities. Initial funding was provided for a partial fiscal year. For each year, \$952,732 (GF).
- ▶ **Reflect administrative nongeneral fund increases**
Increases nongeneral fund appropriation for the Help Eliminate Auto Theft program, Insurance Fraud Unit, asset forfeiture, and federal grants. The agency relies on this funding to support salaries and related benefits, equipment, travel, and training. For each year, \$5.7 million (NGF).
- ▶ **Increase appropriations for Insurance Fraud fund and Help Eliminate Auto Theft fund**
Increases the nongeneral fund appropriation for the Help Eliminate Auto Theft fund and the Insurance Fraud fund. The State Corporation Commission transfers cash to the Department of State Police to support salaries and related benefits and operating expenses of the two programs. For each year, \$1.6 million (NGF).
- ▶ **Maximize trooper patrol strength**
Provides funding to support 70 state trooper positions filled in 2006. For each year, \$4.9 million (GF).
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$48,751 (GF). For 2008, \$134,840 (GF).

► **Replace law enforcement automated systems**

Provides funding to update information repositories (e.g., wanted persons, criminal history, concealed weapons permits) and upgrade the Sun and Exchange servers. Funding is provided to upgrade the mug shot system, providing law enforcement agencies with real-time access to mug shot photos on a statewide basis. For 2007, \$2.3 million (GF). For 2008, \$3.5 million (GF).

► **Enhance sex offender registry**

Provides funding to upgrade the sex offender registry hardware and software. For 2007, \$914,594 (GF).

Agency Summary of Recommended Capital Outlay Addenda

► **Renovate the agency's original administrative headquarters building (1939 edition)**

Funds the removal of asbestos and lead base paint and upgrades of lighting and HVAC to meet current standards. The funding also permits upgrade in electrical service to handle the current load requirements associated with office automation equipment. For the biennium, \$2.7 million (GF).

Agency Service Areas:

Information Technology Systems and Planning

Effective law enforcement requires the capability to access data from many sources. The Information Technology and Planning Service Area is responsible for maintaining the computers and information systems that make this access possible. Some of these critical systems include the Virginia Criminal Information Network (VCIN), the Computerized Criminal History System (CCH), the Automated Fingerprint Identification System (AFIS), the State Police Administrative Network (SPAN), and the Incident-Based Reporting System (IBR). The Information Technology and Planning Service Area is also responsible for conducting research in innovative law enforcement techniques and products, evaluating existing programs and policies, updating staffing formulas, developing goals and objectives for the department, and long-range planning. Additionally, this service area is responsible for the department's grant management program and the accreditation program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,228,640	\$8,228,640	32.00	32.00
Transfer centrally funded amounts to agency budgets	\$265,307	\$265,307	0.00	0.00
Replace law enforcement automated systems	\$2,258,852	\$3,548,275	0.00	0.00
Total for Service Area	\$10,752,799	\$12,042,222	32.00	32.00

Objective: Provide rapid access to local, state, and federal criminal justice systems.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of transactions transmitted through the Virginia Criminal Information Network (VCIN)	In CY 2004, 273,300,020 transactions were transmitted through the Virginia Criminal Information Network (VCIN).	To maintain or increase the number of transactions transmitted through the Virginia Criminal Information Network (VCIN).

Criminal Justice Information Services

The Criminal Justice Information Service Area encompasses the collection, storage, and retrieval of important law enforcement data. This area includes criminal history records, fingerprints, investigative reports, and photo laboratories. This service area is also responsible for all records pertaining to the department, both administrative and archival. The Incident-Based Reporting (IBR) System collects and analyzes crime statistics submitted by participating law enforcement agencies throughout the state. Crime statistics collected include data on 26 different offense categories and on arrests for all criminal offenses. The Criminal Justice Information Service Area also administers the Virginia Criminal Information Network (VCIN) and maintains the Central Criminal Records Exchange (CCRE) and the Automated Fingerprint Identification System (AFIS). It is the repository for Concealed Weapons Permits and the Sex Offender Registry. In addition, the Virginia Missing Children's Clearinghouse and the Non-Criminal Justice Interface (NCJI) are maintained in this Division. Activation of the AMBER Alert system is also coordinated by the Criminal Justice Information Service Area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,826,039	\$6,826,039	121.00	121.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$464,175	\$464,175	0.00	0.00
Total for Service Area	\$7,290,214	\$7,290,214	121.00	121.00

Objective: Enhance efficiency and effectiveness of criminal justice agencies and improve officer safety and public safety by maintaining VCIN.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of transactions transmitted through the Virginia Criminal Information Network (VCIN)	In CY 2004, 273,300,020 transactions were transmitted through the Virginia Criminal Information Network (VCIN).	To maintain the number of transactions transmitted through the Virginia Criminal Information Network (VCIN).

Telecommunications and Statewide Agencies Radio System (STARS)

The Telecommunications and STARS Service Area is responsible for radio maintenance, dispatch services, microwave installation and maintenance, telephone installation and maintenance, communications system upgrade, electronics, and support of other state agencies with their communication systems.

The Communications Division designs, installs, operates and maintains land mobile radios, microwave radios, and private telephone networks. This responsibility includes compliance with requirements of the Federal Communications Commission (FCC), the Federal Aviation Administration (FAA) and the Environmental Protection Agency (EPA). Other functions include providing pager, cellular, and wireless data equipment and services; installing, repairing and maintaining radio towers; and providing communications support for special events.

The Statewide Agencies Radio System (STARS) Program was originally conceived to be an upgrade to the Virginia State Police's antiquated 1977 land mobile radio system. As planning progressed, the project evolved into a shared system composed of the twenty state agencies that use two-way radio communication as a regular part of their operations. The implementation phase of STARS is now underway. STARS will be one of the first statewide systems to employ digital trunked technology in the VHF 150 MHz band. It will also be one of the first projects to employ an integrated voice and data land mobile radio architecture, which uses the same mobile radio for both voice and law enforcement computer communications. Virginia will, therefore, have statewide mobile data coverage. STARS is scheduled to be operational in December 2005 in the Richmond area. The STARS Project will be implemented over a six-year period.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,894,510	\$15,894,510	193.00	193.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$690,991	\$690,991	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$140,732	\$140,732	0.00	0.00
Total for Service Area	\$16,726,233	\$16,726,233	193.00	193.00

Objective: Improve the response to citizens requesting police services through the department's communications centers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of crime victims and individuals involved in traffic accidents who rate the assistance received from the call-taker or dispatcher as "Very Good" or "Excellent"	In CY 2004, 87.1 percent of survey respondents rated assistance received from the call-taker or dispatcher as "Excellent" or "Very Good."	Eighty-eight percent of survey respondents will rate assistance received from the call-taker or dispatcher as "Excellent" or "Very Good."

Firearms Purchase Program

The Virginia Firearms Transaction Program has been cited as an exemplary program and used as a model for other states. This service area provides gun dealers with instantaneous confirmation of prospective purchaser's eligibility to purchase a firearm. The Firearms Transaction Program provides for the approval at the point-of-sale for all firearms, except antiques and curios, based on the results of a criminal history record information check on the buyer by accessing all appropriate state databases and the National Instant Check System (NICS). This service area also includes investigation of illegal attempts to purchase firearms, the multiple handgun purchase system, machine gun registration, and the criminal firearms clearinghouse.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$638,095	\$638,095	14.00	14.00
Transfer centrally funded amounts to agency budgets	\$59,245	\$59,245	0.00	0.00
Total for Service Area	\$697,340	\$697,340	14.00	14.00

Objective: Prevent the illegal sale or purchase of firearms.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of firearms retrievals necessitated by improper approvals or failure to approve in a timely manner	In CY 2004, the department initiated 11 retrievals.	Regardless of inadequate staffing levels and high turnover rates, the department strives to totally eliminate the need for firearms retrievals.

Sex Offender Registry Program

The department maintains the Virginia Sex Offender and Crimes Against Minors Registry (SOR) pursuant to §19.2-390.1, Code of Virginia, for the protection of children and those individuals vulnerable to sexual offenders and predators. Persons having been convicted of certain criminal sex offenses are required to register and reregister with the SOR and such information is available to law enforcement officials, entities having control over or caring for children and to private individuals concerned about the safety of their children.

Information maintained in the SOR regarding violent sex offenders is available to all inquiring via the Internet. All public, parochial, denominational or private elementary or secondary schools, and any state-licensed or state-regulated child caring institutions, child day centers, child day programs, family day homes, foster homes or group homes that register with the SOR are notified of sex offenders residing in the community where their facilities are located.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,150,000	\$1,150,000	8.00	8.00
Transfer centrally funded amounts to agency budgets	\$80,578	\$80,578	0.00	0.00
Enhance sex offender registry	\$914,594	\$0	0.00	0.00
Total for Service Area	\$2,145,172	\$1,230,578	8.00	8.00

Objective: Enhance public safety by ensuring accuracy of information available to citizens regarding the location of known sex offenders.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of visitors to the Sex Offender Registry website since its inception	There have been 5,271,922 visitors to the Sex Offender Registry Website since its inception. (June 22, 2005)	The department will strive to increase the number of visitors by 750,000 each fiscal year.

Concealed Weapons Program

The Concealed Weapons Service Area is responsible for fingerprinting applicants for concealed handgun permits and checking them through the Automated Fingerprint Identification System (AFIS) to ensure they are eligible for a concealed weapons permit. This area maintains the Concealed Weapons database on the Virginia Criminal Information Network (VCIN) by entering the permit holder's name and description into the database. This includes permits held by residents, non-residents, and retired law enforcement personnel. This service area also notifies Circuit Courts of violations involving persons with concealed weapons permits and performs monthly comparisons of concealed weapons permit holders and subjects of protective orders. The Concealed Weapons Service Area is tasked with issuing concealed weapons permits to retired sworn employees of the Department of State Police and monitoring firearms training of retired sworn employees of the Department of State Police with nationwide carry privileges.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$315,980	\$315,980	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$11,360	\$11,360	0.00	0.00
Total for Service Area	\$327,340	\$327,340	0.00	0.00

Objective: Ensure the concealed weapons database in VCIN is accurate and up-to-date.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of concealed weapons permits received and entered into the Virginia Criminal Information Network	In CY 2004, the department received and entered 27,166 concealed weapons permits.	Enter 100 percent of permits received.

Aviation Operations

The Aviation Service Area provides critical support to law enforcement operations, including medical evacuation of injured persons, search and rescue, and marijuana eradication. The Unit is headquartered at Chesterfield Airport and has bases in Manassas, Lynchburg, and Abingdon. Medevac units are located in Chesterfield, Lynchburg, and Abingdon. The Aviation Unit currently has seven helicopters and four planes.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,796,430	\$5,796,430	29.00	29.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$187,319	\$187,319	0.00	0.00
Total for Service Area	\$5,983,749	\$5,983,749	29.00	29.00

Objective: Provide aviation support for law enforcement operations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of aviation missions completed	Since 2000, the department has completed an average of 2,311 aviation missions per calendar year.	The department will strive to complete 2,311 aviation missions per calendar year.

Commercial Vehicle Enforcement

Maximum gross vehicle weight and vehicle size restrictions are necessary to reduce undue wear and tear of the highway surfaces and improve highway safety. The Commercial Vehicle Enforcement Service Area is responsible for the enforcement of large commercial vehicle size and weight regulations, which includes inspection of these vehicles.

Size and weight laws are enforced at permanent weighing facilities which operate on days, nights, weekends, and holidays. Portable scales are also used in this program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,937,669	\$3,937,669	72.00	72.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$352,376	\$352,376	0.00	0.00
Total for Service Area	\$4,290,045	\$4,290,045	72.00	72.00

Objective: Decrease crashes involving motor carriers by ensuring safe vehicles and drivers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of summonses issued by commercial vehicle enforcement officers for weight violations	Commercial vehicle enforcement officers issued 54,620 summonses for weight violations in CY 2004.	The department will strive to maintain or increase the number of summonses issued by commercial vehicle enforcement officers for weight violations.

Counter-Terrorism

The events of September 11, 2001, dramatically changed the role of law enforcement agencies. In addition to providing traditional law enforcement services, law enforcement agencies now have to prepare for potential terrorist incidents. Response to terrorist incidents is currently the responsibility of the Counter-Terrorism and Criminal Interdiction Unit (CCIU). In addition to its criminal interdiction activities, this unit is trained and equipped to respond to environmental crime scenes. The seven areas within the CCIU serve as core members of the Statewide Regional Response Teams. These teams are composed of CCIU personnel, tactical team members, evidence technicians, and arson/bomb technicians. In the event of a terrorist incident involving an environmental crime scene, the Statewide Regional Response Team would respond.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,082,500	\$5,082,500	64.00	64.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$338,501	\$338,501	0.00	0.00
<i>Eliminate one-time funding provided for the anti-gang initiative</i>	(\$360,000)	(\$360,000)	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$496,345	\$496,345	0.00	0.00
Total for Service Area	\$5,557,346	\$5,557,346	64.00	64.00

Objective: Ensure a coordinated response to terrorist incidents.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of certified hazardous materials technicians trained to conduct terrorism response	The department has 41 certified hazardous materials technicians as of June 20, 2005. Several personnel recently assigned to conduct terrorism response have not been certified.	Ensure all personnel assigned to conduct terrorism response are certified hazardous materials technicians.

Help Eliminate Auto Theft (HEAT)

The Help Eliminate Auto Theft Program (H.E.A.T.) is Virginia's comprehensive attack on motor vehicle theft through enforcement, recoveries, intelligence gathering, and preventive initiatives. Since the inception of this program in 1991, auto theft in Virginia has decreased by almost 18 percent.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,515,000	\$1,515,000	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$100,006	\$100,006	0.00	0.00
<i>Reflect administrative nongeneral fund increases</i>	\$215,000	\$215,000	0.00	0.00
<i>Increase appropriations for Insurance Fraud fund and Help Eliminate Auto Theft fund</i>	\$385,000	\$385,000	0.00	0.00
Total for Service Area	\$2,215,006	\$2,215,006	8.00	8.00

Objective: Reduce the number of motor vehicle thefts in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of motor vehicle thefts in Virginia	In CY 2003, there were 17,566 motor vehicle thefts in Virginia.	Reduce motor vehicle thefts in Virginia by 2% each calendar year.

Drug Enforcement

While some of the department's narcotics enforcement is handled within the Uniform Patrol Service Area, enforcement of the Commonwealth's narcotics laws requires a level of expertise and commitment of time not always available within the Uniform Patrol Service Area. The Drug Enforcement Service Area includes general drug investigations, multi-jurisdictional operations, interdiction, drug detection, asset forfeiture, surveillance, marijuana eradication, and maintenance of the Drug Trust Account.

The Bureau of Criminal Investigation remains committed to its support of law enforcement agencies' efforts to enforce drug laws through coordination and participation in state, local and federal task forces. Many of the cases are historical conspiracies that require long-term investigations. The Bureau's flexibility permits it to work in rural areas, as well as urban localities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$14,260,155	\$14,260,155	135.00	135.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$619,570	\$619,570	0.00	0.00
<i>Reflect administrative nongeneral fund increases</i>	\$400,000	\$400,000	0.00	0.00
Total for Service Area	\$15,279,725	\$15,279,725	135.00	135.00

Objective: Continue to remove illegal drugs from Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Value of illegal drugs seized by Bureau of Criminal Investigation personnel, including task forces and specialty units	In CY 2004, Bureau of Criminal Investigation personnel, including task forces and specialty units, seized \$41,242,193 in illegal drugs.	To maintain or increase the value of illegal drugs seized by Bureau of Criminal Investigation personnel, including task forces and specialty units.

Crime Investigation and Intelligence Services

Enforcement of the Commonwealth's criminal laws (e.g., homicide, felonious assault, and arson/explosives) requires a level of expertise and commitment of time not available within the Uniform Patrol Service Area. The Criminal Investigation and Intelligence Service Area is responsible for responding to requests for investigative support from the Governor, Attorney General, Commonwealth Attorneys, Grand Juries, department employees, and Chiefs of Police and Sheriffs throughout the Commonwealth of Virginia. Functions performed by this service area include general investigations and specialized investigations involving arson/bomb, white collar crime, public officials, high technology crimes, computer evidence recovery, crime scene examination, fugitives, auto theft investigation, surveillance, polygraph examination, and financial crimes. The Criminal Intelligence Division supports federal, state, and local law enforcement investigations by processing intelligence, and providing technical equipment, wire intercepts, cameras, and surveillance vans for state and local law enforcement investigations. The Crime Investigation and Intelligence service area is also responsible for operating the Virginia Fusion Center (VFC). The VFC greatly enhances the department's abilities to collect, analyze, and disseminate terrorism-related intelligence information in a more efficient and effective manner. The primary benefits include increased information sharing at all levels of federal, state and local governments, as well as with key private businesses and the public. The VFC allows direct communication with local agencies in their response and recovery efforts, and will allow for the direct support of the Virginia Emergency Operations Center.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,640,080	\$19,640,080	241.00	241.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,264,091	\$1,264,091	0.00	0.00
<i>Provide the full cost of partially funded items</i>	\$315,655	\$315,655	0.00	0.00
Total for Service Area	\$21,219,826	\$21,219,826	241.00	241.00

Objective: Reduce crime in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of criminal cases opened by BCI personnel, including task forces and specialty units	In CY 2004, there were 9,100 cases opened by BCI personnel, including task forces and specialty units.	Increase the number of cases opened by BCI personnel, including task forces and specialty units, by two percent each year.

Uniform Patrol Services (Highway Patrol)

The department is responsible for patrolling over 64,000 miles of roadways and interstate highways throughout Virginia. Uniformed personnel enforce both traffic and criminal laws and conduct motor vehicle and aircraft crash investigations. These personnel also enhance public safety through presentations on traffic safety and crime prevention. In order to protect citizens and their property in the event of civil disturbances, natural disasters, and terrorist incidents, uniformed personnel are trained and equipped to restore order.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$105,646,243	\$105,646,243	1,417.00	1,417.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$6,999,253	\$6,999,253	0.00	0.00
<i>Reflect administrative nongeneral fund increases</i>	\$4,000,000	\$4,000,000	0.00	0.00
<i>Maximize trooper patrol strength</i>	\$4,906,440	\$4,906,440	0.00	0.00
Total for Service Area	\$121,551,936	\$121,551,936	1,417.00	1,417.00

Objective: Improve the response to citizens requesting police services to ensure the safety of victims and to increase the likelihood of apprehending offenders.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of crime victims and individuals involved in traffic accidents who rate their experience with the department as "Very Good" or "Excellent"	In CY 2004, 84.9 percent of survey respondents rated the overall quality of service as "Excellent" or "Very Good."	The department will strive to maintain the same level of service in the face of increasing workload and severe manpower shortages.

Motorists Assistance Program

The Motorist Assistance Program currently operates in the four largest metropolitan areas in Virginia including Chesapeake, Fairfax, Richmond and in the Roanoke/Salem areas. During 2004, motorist assistance aides provided assistance to disabled or stranded motorists on more than 58,000 occasions. State Police motorist assistance aides provided services such as fixing flat tires, providing gasoline, jumpstarting vehicles, directing traffic, and making cellular phone calls for additional assistance or to notify family members of a stranded motorist's situation. Motorist assistance aides are frequently instrumental in the arrest of drunk drivers and aggressive drivers by reporting erratic driving behavior to troopers who subsequently make the apprehension.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,382,065	\$1,382,065	16.00	16.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$92,777	\$92,777	0.00	0.00
Total for Service Area	\$1,474,842	\$1,474,842	16.00	16.00

Objective: Improve highway safety by removing disabled vehicles from the roadway.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of assists provided by motorist assistance aides	In CY 2004, motorist assistance aides provided 58,324 assists to motorists.	Maintain or increase the number of assists provided to motorists by motorist assistance aides.

Insurance Fraud Program

It has been estimated that insurance fraud costs each insured Virginia citizen approximately \$100 in additional insurance premiums annually and adds as much as \$1,000 to the cost of goods and services. This service area is dedicated to reducing the impact of fraudulent insurance claims on the law-abiding citizens of Virginia. The Insurance Fraud Program currently has special agents located strategically throughout the state. Their primary focus is on fraudulent property and casualty insurance and workers' compensation claims. The law now requires that if insurance professionals have reason to believe that someone is violating this statute, they are required to disclose this information to the Virginia State Police.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,985,000	\$3,985,000	34.00	34.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$303,957	\$303,957	0.00	0.00
<i>Reflect administrative nongeneral fund increases</i>	\$1,116,301	\$1,116,301	0.00	0.00
<i>Increase appropriations for Insurance Fraud fund and Help Eliminate Auto Theft fund</i>	\$1,010,700	\$1,010,700	0.00	0.00
Total for Service Area	\$6,415,958	\$6,415,958	34.00	34.00

Objective: Decrease insurance fraud in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of restitution ordered in insurance fraud cases	In CY 2004, defendants in insurance fraud cases were ordered by the court to pay \$369,136 in restitution.	Maintain the amount of restitution ordered in insurance fraud cases.

Vehicle Safety Inspections

With the implementation of the Motor Vehicle Inspection Program in 1932, Virginia embarked upon and has continued in a leadership role in the promotion of highway safety. Reduction in the number of vehicles with safety defects on Virginia's highways is the implicit goal of the Vehicle Safety Inspections service area. This service area is performed by the Safety Division and includes program administration, enforcement of motor carrier safety and hazardous materials regulations, compliance reviews, supervision of the inspection program, safety equipment approval, and administration of the Inter-Departmental and Intra-Departmental Safety Programs. The Safety Division is also responsible for the supervision and testing of approved mechanics to ensure compliance with inspection rules and procedures.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$17,398,644	\$17,398,644	149.00	149.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,115,405	\$1,115,405	0.00	0.00
Total for Service Area	\$18,514,049	\$18,514,049	149.00	149.00

Objective: Ensure the integrity of the Motor Vehicle Safety Inspection Program by conducting periodic visits of inspection stations.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of station visits conducted	In CY 2004, Safety Division personnel conducted 33,718 inspection station visits.	Maintain or increase the number of inspection station visits conducted by Safety Division personnel.

Administrative and Support Services

The Superintendent is responsible for the efficient administration, control, and operation of the department. The Administrative and Support Service Area is responsible for the financial management of the department, including preparing, monitoring, and accounting for the department's annual operating budget.

The department's personnel are one of its most valuable resources. The Administrative and Support Service Area is tasked with providing effective human resource management, with continued emphasis on attracting and retaining qualified personnel and diversifying the work force. This service area administers employment practices, benefits, and classification and compensation.

The Administrative and Support Service Area is also responsible for property management. This encompasses management and maintenance of more than 69 buildings and grounds across the state, including leased property. Additionally, this service area includes the State Police Garage, which is tasked with equipping newly acquired vehicles with law enforcement equipment.

The department uses a variety of supplies and equipment to accomplish its mission. The Administrative and Support Service Area procures, distributes, and stores all State Police supplies and equipment. This service area also produces printed material and manages mail distribution. The department serves as Virginia's point of contact for the Department of Defense Military Surplus Program. This program allows state and local law enforcement agencies to receive, at no cost, surplus military equipment.

Training is an activity fundamental to this organization's survival. The para-military structure of the department demands an especially intense level of training beginning with an officer's entry into the organization. The Administrative and Support Service Area includes entry-level training, in-service training, specialty training, Drug Abuse Resistance Education (DARE) training, and training provided to other agencies. The Academy hosts contract training for employees of local, state and federal agencies and coordinates attendance of department employees at outside schools, seminars, and specialty training programs. The Training Division is also responsible for canine training in three categories: explosive, narcotics, and patrol. The DARE program is a cooperative effort between the Department of State Police and the Department of Education and is coordinated by the Training Division.

The Administrative and Support Service Area is also responsible for the operation of cafeteria at the Academy.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,489,750	\$16,489,750	187.00	187.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$740,799	\$740,799	0.00	0.00
<i>Increase appropriations for Insurance Fraud fund and Help Eliminate Auto Theft fund</i>	\$175,000	\$175,000	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$48,751	\$134,840	0.00	0.00
Total for Service Area	\$17,454,300	\$17,540,389	187.00	187.00

Objective: Ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Governor's Management Scorecard categories marked as "meets expectations" for the agency	In FY 2005, 80 percent of the Governor's Management Scorecard categories were marked as "meets expectations."	To achieve a score of "meets expectations" on all of the Governor's Management Scorecard categories.

Virginia Parole Board

Mission Statement

The Virginia Parole Board's mission is to protect public safety and contribute to a fair and effective justice system by ensuring that persons who remain a threat to society remain incarcerated and those who no longer present a risk are released to become productive citizens. The Parole Board is empowered to make decisions regarding discretionary release of those inmates who are parole eligible; to revoke parole and post-release supervision of those found to be in violation of the terms of their release and to investigate, prepare reports and advise the Governor on requests for executive clemency. The Board also reviews and makes decisions on petitions for geriatric release and reviews appeals of cases for those declared ineligible for parole under the three-time law.

Agency Goals:

- Render decisions on cases before the Board in a just and timely manner.

Customers Served:

- Victims seeking meeting (appointment) with Board member
- Clemency petitioners
- Geriatric release petitioners
- Inmates eligible for parole annually (decisions)
- Parole eligible inmates
- Parole/Post-release supervision violation cases
- Victims to be contacted annually

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$662,240	\$0	\$662,240	\$756,499	(\$94,259)	6.00
FY 2004	\$623,583	\$0	\$623,583	\$516,791	\$106,792	6.00
FY 2005	\$648,497	\$0	\$648,497	\$605,114	\$43,383	6.00
FY 2006	\$648,359	\$0	\$648,359	\$605,114	\$43,245	6.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$648,359	\$0	\$648,359	\$619,917	\$28,442	6.00
FY 2007 Addenda	\$44,004	\$0	\$44,004	\$44,004	\$0	0.00
FY 2007 TOTAL	\$692,363	\$0	\$692,363	\$663,921	\$28,442	6.00
FY 2008 Base Budget	\$648,359	\$0	\$648,359	\$619,917	\$28,442	6.00
FY 2008 Addenda	\$44,004	\$0	\$44,004	\$44,004	\$0	0.00
FY 2008 TOTAL	\$692,363	\$0	\$692,363	\$663,921	\$28,442	6.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$44,004 (GF).

Agency Service Areas:

Adult Probation and Parole Services

This service area encompasses the following activities:

- granting or denying parole for those offenders who are eligible for parole
- deciding whether to revoke the parole of those offenders on parole who have violated the conditions of their parole supervision
- making recommendations to the Governor on petitions for clemency
- hearing appeals of offenders for whom the "three-time loser" statute has been applied
- meeting with those victims who request an appointment with a Board member to discuss an offender's possible parole
- notifying crime victims prior to the release of an offender on parole

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$648,359	\$648,359	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$44,004	\$44,004	0.00	0.00
Total for Service Area	\$692,363	\$692,363	6.00	6.00

Objective: Make decisions on parole grant or revocation cases in an expeditious manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely decisions on cases before Board		Decision on 95 percent of cases within 30 days of receipt

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	100	100



Office of Technology

The agencies in the Technology secretariat are responsible for ensuring that the Commonwealth is at the forefront of innovation by cultivating emerging technologies such as nanotechnology and biotechnology, fostering the efficient and effective use of information technology to best serve state government, developing strategies for the deployment of broadband communications, and supporting Virginia's growing multibillion dollar technology industries.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$11,220,769	\$52,888,444	\$64,109,213	\$26,392,501	\$37,716,712	374.00
FY 2004	\$10,473,497	\$32,089,251	\$42,562,748	\$26,266,442	\$16,296,306	372.00
FY 2005	\$10,632,287	\$34,195,403	\$44,827,690	\$22,001,297	\$22,826,393	372.00
FY 2006	\$7,834,154	\$34,408,809	\$42,242,963	\$22,324,632	\$19,918,331	1,081.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$7,834,154	\$34,408,809	\$42,242,963	\$84,457,855	(\$42,214,892)	1,081.00
FY 2007 Addenda	(\$916,566)	\$22,829,579	\$21,913,013	\$6,406,071	\$15,506,942	2.00
FY 2007 TOTAL	\$6,917,588	\$57,238,388	\$64,155,976	\$90,863,926	(\$26,707,950)	1,083.00
FY 2008 Base Budget	\$7,834,154	\$34,408,809	\$42,242,963	\$84,457,855	(\$42,214,892)	1,081.00
FY 2008 Addenda	(\$234,606)	\$23,976,579	\$23,741,973	\$6,553,071	\$17,188,902	2.00
FY 2008 TOTAL	\$7,599,548	\$58,385,388	\$65,984,936	\$91,010,926	(\$25,025,990)	1,083.00

Secretary of Technology

Mission Statement

The Secretary of Technology and its agencies are responsible for ensuring that the Commonwealth is at the forefront of innovation by cultivating emerging technologies such as nanotechnology and biotechnology, fostering the efficient and effective use of information technology to best serve state government, developing strategies for the deployment of broadband communications, and supporting Virginia's growing multibillion dollar technology industries.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Position Virginia to meet the demands of a technology-based service environment and to compete globally.
- Create a culture of excellence in service delivery, reliability, transparency and innovation.

Customers Served:

- Technology councils
- State agencies
- Technology related industries
- Citizens of the Commonwealth

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$496,425	\$36,150	\$532,575	\$513,452	\$19,123	5.00
FY 2004	\$478,086	\$48,782	\$526,868	\$468,232	\$58,636	5.00
FY 2005	\$503,810	\$48,782	\$552,592	\$461,121	\$91,471	5.00
FY 2006	\$505,882	\$48,782	\$554,664	\$490,898	\$63,766	5.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$505,882	\$48,782	\$554,664	\$490,898	\$63,766	5.00
FY 2007 Addenda	\$36,620	\$5,195	\$41,815	\$38,925	\$2,890	0.00
FY 2007 TOTAL	\$542,502	\$53,977	\$596,479	\$529,823	\$66,656	5.00
FY 2008 Base Budget	\$505,882	\$48,782	\$554,664	\$490,898	\$63,766	5.00
FY 2008 Addenda	\$37,034	\$5,195	\$42,229	\$38,925	\$3,304	0.00
FY 2008 TOTAL	\$542,916	\$53,977	\$596,893	\$529,823	\$67,070	5.00

Agency Summary of Recommended Operating Budget Addenda

▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$34,252 (GF) and \$5,195 (NGF).

▶ **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include rental charges at the seat of government, procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$2,368 (GF). For 2008, \$2,782 (GF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$554,664	\$554,664	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$39,447	\$39,447	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$2,368	\$2,782	0.00	0.00
Total for Service Area	\$596,479	\$596,893	5.00	5.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	100%	100%

Innovative Technology Authority

Mission Statement

CIT accelerates Virginia's next generation of technology and technology companies.

Agency Goals:

- Create new industry clusters in Virginia.
- Make Virginia a global leader in the development of entrepreneurial technology ventures.
- Advance Virginia Technology Commissions and Policy Initiatives.
- Solve national and regional technological challenges through world-class R&D programs.
- Deliver innovation, identification, and assimilation services.

Customers Served:

- Technology Entrepreneurs
- Federal Government Agencies
- Commonwealth Universities
- Technology Councils
- Secretary of Technology
- Commonwealth Commissions
- Technology Corporations

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$8,221,767	\$0	\$8,221,767	\$0	\$8,221,767	0.00
FY 2004	\$7,650,955	\$0	\$7,650,955	\$0	\$7,650,955	0.00
FY 2005	\$7,748,153	\$0	\$7,748,153	\$0	\$7,748,153	0.00
FY 2006	\$6,087,085	\$0	\$6,087,085	\$0	\$6,087,085	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$6,087,085	\$0	\$6,087,085	\$0	\$6,087,085	0.00
FY 2007 Addenda	\$1,035,904	\$0	\$1,035,904	\$0	\$1,035,904	0.00
FY 2007 TOTAL	\$7,122,989	\$0	\$7,122,989	\$0	\$7,122,989	0.00
FY 2008 Base Budget	\$6,087,085	\$0	\$6,087,085	\$0	\$6,087,085	0.00
FY 2008 Addenda	\$72,252	\$0	\$72,252	\$0	\$72,252	0.00
FY 2008 TOTAL	\$6,159,337	\$0	\$6,159,337	\$0	\$6,159,337	0.00

Agency Summary of Recommended Operating Budget Addenda

► **Adjust funding for agency expenditures related to cost of basic operations**

Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$35,904 (GF). For 2008, \$72,252 (GF).

► **Establish a consulting service line to match large-scale consumers with advanced technology companies**

Provides funding assistance to develop a consulting and brokerage service. Federal government agencies, with both classified and non-classified activities, and Fortune 500 companies seeking advanced technologies will be matched to start-up, entrepreneurial developers of the desired technologies. With the success of this program, the Center for Innovative Technology expects to be self-sufficient within three years. For 2007, \$1.0 million (GF).

Agency Service Areas:

Technology Entrepreneurial Development Services

Identify and accelerate opportunities for small technology firms to obtain federal R&D awards

Virginia ranked third among states, behind California and Massachusetts, in Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) awards received in 2003. Department of Defense SBIR/STTR awards to Virginia also trailed these states with a total of \$63.9M in wins compared to \$199.8M for California and \$63.9M for Massachusetts. While Virginia's performance in winning SBIR and STTR awards remains solid, the Commonwealth lags its contemporaries in two key indicators, patents awarded and venture capital attracted to SBIR/STTR involved companies; two key indicators of R&D commercialization. In contribution to the development of Virginia's next generation of technology companies, Virginia must seek to maintain its current high level of performance in obtaining DoD SBIR and STTR awards, provide greater emphasis on assisting those companies in commercializing their DoD backed technology, and make greater inroads in obtaining federal R&D awards from SBIR "grant" agencies such as NSF and NIH as well as other federal funding programs.

CIT will continue its statewide leadership in federal funding assistance for business through ongoing enhancements to its Federal Funding Assistance Program (FFAP). This program capitalizes on CIT's past experience in helping Virginia's technology companies obtain funding through the SBIR/STTR programs, the National Institute for Standards and Technology's Advanced Technology Program (ATP), the Advanced Research and Development Activity (ARDA) awards. Key program initiatives will include CIT's continued and aggressive outreach to the federal R&D funding program management community, delivery of federal funding workshops throughout the Commonwealth, and provision of commercialization assistance to Virginia's federal funding awardees. For FY06, FFAP enhancements will include the implementation of an awardee screening program to tighten the linkage between federal R&D award winners and CIT's Capital Access (CAP) Program and technology transfer activities.

Accelerate funding for very early-stage technology firms

From the early 1990s through calendar year 2000, the Commonwealth of Virginia ranked between fifth and tenth among all states for the amount of venture capital placed within its borders. Throughout this period, Virginia ran consistently ahead of Maryland in venture capital investments. More recently, this advantage has come to an end. As reported by the Price Waterhouse Coopers Money Tree™ report, Virginia and Maryland are approximately even in venture capital investment. In 2004, Virginia companies obtained approximately \$278M in venture capital, with approximately \$52M going to start-up and early stage companies. During that year, Maryland obtained about \$258M in venture capital, with about \$101M going to start-up and early stage deals. To develop Virginia’s next generation of technology companies, Virginia must seek to increase its overall share of venture capital investment and assist in early stage technology companies in accessing start-up and early stage funding in greater amounts.

Recognizing the critical role that private equity investment plays in the initiation and growth of high-technology enterprises, CIT rolled out its Capital Access Program (CAP) in FY04 and FY05. These programs were designed to help the Commonwealth’s high-potential early stage technology companies obtain private funding. With the implementation of these programs, CIT has effectively established a “feeder” mechanism to identify and groom tech companies for target investment by regional angel and venture capital communities and for potential investment by CIT. In FY06, CIT will continue to develop these programs, enhancing its ties with the regional investment communities.

CIT’s Capital Access Program consists of three key elements. First, CIT provides electronic publications and training programs to instruct entrepreneurs on the elements of new business formation and financing. Second, CIT recommends Virginia companies to regional venture capital investment events such as Early Stage East, the Mid-Atlantic Venture Association Capital Connection, the Century Club Grubstake Breakfast, and the Charlottesville Venture Forum. In addition, CIT refers potential investment targets to individual investors and investment funds. Finally, CIT continues the development and delivery of its Growth Acceleration Program (GAP). This program helps CIT accelerate the growth and funding prospects of selected high-potential companies qualifying for convertible debt placement.

Operate a world-class field support service for emerging innovative companies

Building on 19 years of experience with one-on-one assistance to technology businesses, CIT will continue to provide high value services for early-stage technology businesses. These services are available directly from six field representatives or through referrals to CIT programs or sources of specialized assistance in the CIT network. The suite of CIT services are tailored to the needs of the current portfolio of high potential early stage technology companies will continue. These services will include:

- Providing access to scientific, technical, business, and market information
- Developing federal grant opportunities in SBIR/STTR, ATP, and federal R&D and procurement contracts in conjunction with CIT’s Federal Funding Assistance Program
- Providing advanced services for market analysis, market/business planning, and financial investment consultation from the CIT supported Entrepreneurship Center
- Linking companies with technology expertise, intellectual resources in Virginia’s colleges and universities
- Assisting companies with accessing technologies from NASA and other federal labs
- Developing the e-business support solutions such as Web markets, electronic procurement capabilities, and electronic data interchange capabilities
- Providing assistance with Web site and e-commerce development

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,127,010	\$4,127,010	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$35,904	\$72,252	0.00	0.00
Total for Service Area	\$4,162,914	\$4,199,262	0.00	0.00

Objective: CIT will provide support to a minimum of 125 federal funding applicants during the fiscal year.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Results of CIT’s efforts to help small technology firms to obtain federal R&D awards	\$21.9M - Target for FY06 reflects decline in State appropriation•	Assist Virginia's early stage technology companies to obtain an additional \$2.5M (Leveraged Cash) in research and development funding grants and contracts.

Objective: CIT anticipates assisting more than 30 early-stage technology companies obtain funds from placement of institutional and angel funds.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Help early-stage Virginia technology companies raise \$5M from placement of institutional and angel funds	\$9.1M - Target for FY06 reflects decline in State appropriation	\$5M of private investments for CIT assisted clients - Leveraged Cash

Objective: Services provided to Virginia’s small technology businesses will result in a \$20M of economic value.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Results of CIT’s efforts to help Virginia’s small technology firms become more competitive	\$109.2M - Target for FY06 reflects decline in State appropriation	Wages and sales gains for CIT assisted companies increase by \$20M - Economic Value

Commonwealth Technology Policy Services

Provide administrative and technology policy support for Virginia Research and Technology Advisory Commission (VRTAC)

CIT will provide executive oversight and administrative support for the Virginia Research and Technology Advisory Commission (VRTAC) to support its mission of advising the Governor on appropriate research and technology strategies for the Commonwealth, with emphasis on policy recommendations that will enhance the global competitive advantage of research institutions as well as technology-based commercial endeavors in Virginia.

Provide Support for Secretary of Technology Initiatives - Commonwealth of Virginia’s Information Technology Symposium (COVITS)

The Commonwealth of Virginia Information Technology Symposium (COVITS) is an annual world-class conference focused on the convergence of business, government, and academia leadership to identify, discuss, and propose solutions to critical technology issues. Each September, the conference is hosted at a different location in Virginia. The conference theme focuses on an important technology challenge faced by the triad of leadership. In 2005, with the theme of “The Promise of Digital Government,” COVITS 2005 will examine the issues and challenges facing governments and the solutions offered by the private sector.

The event is co-sponsored by Virginia’s Secretary of Technology, Virginia’s Center for Innovative Technology, and a Virginia university local to the event location. COVITS intends to:

- Enhance awareness in the U.S. about capabilities and resources of the Commonwealth
- Be nationally recognized as a key event where industry solutions meet government requirements
- Increase domestic and international investment and technology-based economic development

Provide Support for Secretary of Technology Initiatives - Commonwealth Technology Research Fund (CTRF)

The Commonwealth Technology Research Fund was created in 2000 to attract increased public and private research funding for Virginia’s public institutions of higher education. The goal of the fund is to increase technological and economic development in Virginia, through investment in higher education research.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$131,016	\$131,016	0.00	0.00
Total for Service Area	\$131,016	\$131,016	0.00	0.00

Objective: CIT will provide strategic and operational planning support to VRTAC

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Products produced by CIT to support VRTAC	Report has not been produced yet	Produce a report for the VRTAC Committee defining Virginia’s innovative economy

Objective: CIT will coordinate the production of the COVITS event

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
CIT will help raise \$650K for this event	Registration and industry sponsorship collected in FY05 was \$970k	CIT will help raise \$650K from registration and industry sponsorship

Objective: CIT will adminster the CTRF fund

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide documentation required by Code of Virginia 2.2-2233.1	Reports has not been completed yet	Reports required are completed

Technology Industry Development Services

Identify opportunities to accelerate nanomanufacturing research, development, and commercialization in Virginia

Nanotechnology, which is research and technology at the atomic, molecular, and macromolecular levels, is expected to be the next significant enabling technology, affecting nearly every industry. Lux Research estimated that in 2004, \$13 billion worth of products incorporated nanotechnology, less than one-tenth of global manufactured output. In 2014, Lux projects that this figure will rise to \$2.6 trillion, or 15% of manufacturing output in that year. By 2015, the National Nanotechnology Initiative expects that nanotechnology will support two million workers, 800,000 to 900,000 of whom are expected to be employed in the United States.

In December 2003, the United States affirmed its commitment to nanotechnology by enacting the nearly \$3.7 billion 21st Century Nanotechnology Research and Development Act. Lux Research estimated that in 2004, \$13 billion worth of products incorporated nanotechnology, less than one-tenth of one percent of global manufactured output.

Identify opportunities to accelerate SmartBio research, development, and commercialization in Virginia

Life sciences researchers have become increasingly dependent upon sophisticated analytical tools and information technology, as they have focused on biological information in digital form. Better understanding of complex biological data is necessary for improved interventions in health care, public safety/biosecurity, agriculture, and the environment. CIT has identified this overlap between biotechnology and IT as a strategic target for its SmartBio initiative.

The applications and markets for information technology in the life sciences – broadly defined as bioinformation – are many and varied, including medical information management, biological research, and drug discovery (including genomics, proteomics, bioinformatics, computational biology, and pharmacogenomics). A 2003 Bioinformation Market Study commissioned by the state of Washington projected a worldwide market size of \$176 billion by 2005, and \$243 billion by 2010. Several states, including California, Georgia, Michigan, North Carolina, New York, and Washington, have bioinformation initiatives. Bioinformation is also a target internationally; Canada, the European Union, India, Israel, Japan, and Singapore are among those pursuing the sector.

Virginia is positioned to take a leading role in bioinformation because of its strong bioscience researchers in academia, industry, and nonprofits as well as a prominent IT sector.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$334,258	\$334,258	0.00	0.00
<i>Establish a consulting service line to match large-scale consumers with advanced technology companies</i>	\$1,000,000	\$0	0.00	0.00
Total for Service Area	\$1,334,258	\$334,258	0.00	0.00

Objective: Briefing state and federal officials on state, national, and international trends in nanotechnology funding activity, profiling the competitive landscape, and co-managing 2 regional nanotechnology initiatives

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Results of CIT's Nanotechnology Activity	Nanotechnology CIT products have not been completed yet	<ul style="list-style-type: none"> • Quarterly competitive profile • Briefings for state and federal officials and commissions as scheduled • Nanotechnology annual report • Federal reporting as required

Objective: Educational and awareness programs and briefings of state and federal officials on trends and opportunities in the arena of information technology applied to living systems.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
CIT's results from its SmartBio research activity	Briefings for state and federal officials and commissions have not been completed yet	As requested, provide briefings to state and federal officials and commissions

Technology Industry Research and Developmental Services

Deliver solutions to national defense and homeland security challenges through Institute for Defense and Homeland Security (IDHS)

CIT underwrites and operates the Institute for Defense and Homeland Security. IDHS is a consortium of university, industry, and government research and development partners dedicated to delivering solutions that support the United States' defense and homeland security objectives. Through this strategic partnership, IDHS conducts research and development, education, and technology transition at member institutions and firms, with an emphasis in the fields of telecommunications, biodefense, sensor systems, remote presence, crisis management, and risk management. Additionally, industry consortium members will commercialize technology and develop solutions that support rapid technology insertion and deployment.

Deliver technology solutions to national and regional economic challenges

CIT staff identifies federal funding opportunities and undertakes federal grants and contracts through strategic partnering agreements with government, industry, universities, and non-profits. CIT's roles include performing project management for federally funded projects. Competitive solicitations, non-competitive solicitations, and Congressional appropriations are potential sources of funding. CIT may be the lead institution and/or conduct project management on behalf of its partners. In doing so, CIT will manage grants and contracts on time and on budget and achieve research and commercialization results that meet or exceed program-specific goals.

Expand the use and application of broadband technologies in Virginia's rural and underserved areas

CIT is charged by the General Assembly "to support the efforts of public and quasi-public bodies within the Commonwealth to enhance or facilitate the prompt availability of and access to, advanced electronic communications services (broadband), throughout the Commonwealth, monitoring trends and advances in advanced telecommunications technology to plan and forecast future needs for such technology, and identify funding options."

This charge places a premium on the infrastructure portion of the broadband equation. More and more however, experts are acknowledging that technology infrastructure alone is not going to solve the problems of rural/underserved areas. Rather, the acquisition of broadband infrastructure needs to be embedded in a broader planning and development approach that includes knowledge enhancement and quality of life aspects.

According to the United States Advisory Council on the National Information Infrastructure, successful information technology infrastructure development requires a broad range of stakeholders: private sector leaders, community partnerships/coalitions, government leaders, and strong individuals who champion the cause. The report, "Identifying Technology Infrastructure Needs in America's Distressed Communities," indicates that communities play a key role in providing access and learning, while government has a critical role as catalyst. The report continues, "all levels of government have a significant role to playing in ensuring the effective deployment of the Information Superhighway."

CIT's broadband program concentrates on filling the role of catalyst and ensuring that communities throughout Virginia have the opportunity to effectively deploy and employ the Information Economy.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,494,801	\$1,494,801	0.00	0.00
Total for Service Area	\$1,494,801	\$1,494,801	0.00	0.00

Objective: Deliver solutions to national defense and homeland security challenges through IDHS

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
IDHS will deliver \$8.2M contribution to Virginia's economy	The baseline for FY06 is zero	\$2.2M of Federal Research Grants for CIT; \$3M of Federal Research Grants for other Commonwealth entities; \$3M of business opportunities for Commonwealth entities

Objective: Increase research revenue in Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Results of CIT's efforts to capture federal grants and contracts	The baseline for FY06 is \$4.1M	Cash (revenue for CIT): \$2,353K Leveraged Cash (revenue and investments for Commonwealth entities): \$1,613K Economic Value (wages and sales gains for Commonwealth entities): \$350K

Objective: Help develop rural communities broadband strategies that place equal emphasis on infrastructure and acquisition and application development/deployment

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase Virginia's economy through CIT's Broadband activities by \$221K	The baseline for FY06 is \$2.6M	<ul style="list-style-type: none"> • Cash (revenue for CIT): \$118K • Leveraged Cash (revenue and investments for Commonwealth entities): \$100K • Economic Value (wages and sales gains for Commonwealth entities): \$3M Milestones

Virginia Information Technologies Agency

Mission Statement

To be a model of operational excellence through delivery of enterprise IT services and solutions that represent best value

Agency Goals:

- Transform and revolutionize delivery of services to citizens through IT using an enterprise approach and collaborative partnerships.
- Deliver reliable and cost effective enterprise IT infrastructure and services to our customers.
- Establish VITA as the IT provider of choice for the Commonwealth through customer focus and service excellence.
- Earn public trust through the use of secure technology, facilities, solutions and assurance services.
- Grow the business and promote economic development by developing VITA's markets and service offerings.
- Promote financial stewardship of the Commonwealth's IT resources by managing from an investment perspective to provide best value in citizen services.

Customers Served:

- Transitioned state agencies
- Out-of-scope agencies
- Localities
- Institutions of higher education
- Other public entities (schools, authorities, commissions, etc.)
- VITA Employees

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$0	\$0	\$25,879,049	(\$25,879,049)	339.00
FY 2004	\$2,344,456	\$32,040,469	\$34,384,925	\$25,798,210	\$8,586,715	367.00
FY 2005	\$2,380,324	\$34,146,621	\$36,526,945	\$21,540,176	\$14,986,769	367.00
FY 2006	\$1,241,187	\$34,360,027	\$35,601,214	\$21,833,734	\$13,767,480	1,076.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$1,241,187	\$34,360,027	\$35,601,214	\$83,966,957	(\$48,365,743)	1,076.00
FY 2007 Addenda	(\$1,989,090)	\$22,824,384	\$20,835,294	\$6,367,146	\$14,468,148	2.00
FY 2007 TOTAL	(\$747,903)	\$57,184,411	\$56,436,508	\$90,334,103	(\$33,897,595)	1,078.00
FY 2008 Base Budget	\$1,241,187	\$34,360,027	\$35,601,214	\$83,966,957	(\$48,365,743)	1,076.00
FY 2008 Addenda	(\$343,892)	\$23,971,384	\$23,627,492	\$6,514,146	\$17,113,346	2.00
FY 2008 TOTAL	\$897,295	\$58,331,411	\$59,228,706	\$90,481,103	(\$31,252,397)	1,078.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$158,416 (GF) and \$13,384 (NGF).
- ▶ **Remove one-time funding**
Removes one-time funding requirement for the Virginia Base Mapping Project. For each year, a decrease of \$504,715 (GF) and \$200,000 (NGF).
- ▶ **Correct the count for positions transferred to the Virginia Information Technologies Agency**
Corrects the agency's position level for positions mistakenly transferred from agencies to VITA during the consolidation of information technology resources. For 2007, a reduction of four positions.
- ▶ **Adjust funding for agency expenditures related to cost of basic operations**
Adjusts funding for changes in operating costs related to central agency services and various charges. These include procurement fees, property insurance premiums, and workers compensation insurance premiums. It also includes adjustments for changes in project management and security provided by the Virginia Information Technologies Agency and the transformation to service-based billing for technology services other than hardware and software. For 2007, \$1,209 (GF). For 2008, \$2,407 (GF).
- ▶ **Maintain the Virginia Base Mapping Program and Emergency-911 Address File**
Funds the maintenance of aerial photography performed in 2006 for the Virginia Base Mapping Program (VBMP) and the statewide road mapping address file. Both databases must be maintained to ensure their usability and accuracy for uses in Emergency-911, homeland security, tax assessment, transportation planning, and economic development. For 2007, \$300,000 (NGF) and three positions. For 2008, \$300,000 (NGF).
- ▶ **Capture technology operating efficiencies**
Captures in 2007 agency savings that were deferred in 2006. These savings are for operating efficiencies resulting from consolidating the state's technology functions and technology improvements. For 2007, a decrease of \$1.6 million (GF).
- ▶ **Increase Emergency-911 funds**
Makes a technical adjustment to appropriate additional Emergency-911 funding for increased program costs. For 2007, \$7.5 million (NGF) and three positions. For 2008, \$8.5 million (NGF).
- ▶ **Provide appropriation for the Acquisition Services Special Fund**
Makes a technical adjustment to provide appropriation for the Acquisition Services Special Fund (IFA). This fund is used to finance procurement and contracting activities and programs unallowable for federal fund reimbursement. For 2007, \$2.9 million (NGF). For 2008, \$3.1 million (NGF).

Agency Service Areas:

Electronic Government Development and Support

This purpose of this area is to execute in accordance with the E-Government Strategy developed by VITA. E-Government (as described by Gartner) is the transformation of public sector internal and external relationships, through net enabled operations and information and communications technology, to optimize government service delivery, constituent participation and internal government operations. E-Government provides many opportunities to reduce costs and increase efficiencies in delivery of services to the citizens, to reduce bureaucracy and encourage participation in government, and to assist businesses. Ideally, E-Government will enable citizens to obtain the services and information they need within minutes or hours, rather than the days or weeks required through traditional methods.

This area provides the development, operations, and marketing functions to enable the transition to an E-Government environment which works across government, business and consumers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,139,918	\$5,139,918	0.00	0.00
<i>Adjust nongeneral fund appropriation based on recent experience</i>	\$1,200,000	\$1,200,000	0.00	0.00
Total for Service Area	\$6,339,918	\$6,339,918	0.00	0.00

Objective: Harness opportunities to improve the availability, quality, and responsiveness of state services – seamless, friendly, anywhere, anytime – for our citizens and customers.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of eligible services available electronically	72% in July 2005	90% by FY2008

Geographic Information Access Services

Geographic Information System (GIS) software and computerized mapping systems require consistent, accurate, complete, and current data (geospatial and analytical) in order to work effectively in support of decision making. In Virginia, there are currently at least 400 local, state, and federal government departments and utilities creating geospatial data to support decision making using mapping and GIS (E-911 response, tax mapping, utility mapping, economic development site marketing, etc.) with an estimated direct investment of over 50 Million annually. The potential

VGIN's service responsibilities are:

- (1) To work with, coordinate, and leverage the efforts of all mapping constituencies in Virginia, public and private, in order to establish a highly efficient statewide geospatial infrastructure, comprised of consistent, sharable data and applications and standardized technologies producing a significant improvement in the cost benefit equation for all geospatial constituencies and users.
- (2) To offer consolidated geospatial enterprise services that (a) directly reduce operating costs for existing GIS implementations (especially in state and local government) and (b) significantly improves the quality, quantity, and availability of geospatial products and services for governments, businesses and the citizens of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,168,704	\$1,168,704	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$22,178	\$22,178	0.00	0.00
<i>Remove one-time funding</i>	(\$704,715)	(\$704,715)	0.00	0.00
<i>Adjust nongeneral fund appropriation based on recent experience</i>	\$76,000	\$76,000	0.00	0.00
Total for Service Area	\$562,167	\$562,167	2.00	2.00

Objective: Deliver Reliable Quality and Outstanding Value in providing a highly efficient statewide geospatial infrastructure

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of 134 local jurisdictions participating	80%	100%
Percentage of 64 total regional work group meetings held in the fiscal year	80%	100%
Number of standards formally adopted	0	4
Number of geospatial data responsibilities assigned	4	40
Number of local jurisdictions with formal update agreements	0	134

Objective: Integrate Accessible and Cost-Effective Service regarding consolidated geospatial enterprise services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Metadata databases established	4	104
Number of Data Library databases established	0	104
Number of clients receiving Internet Map Services for geospatial data	0 statewide clients and 0 local governments	5 targeted statewide clients and 20 targeted local governments

Emergency Communication Systems Development Services

This Service Area provides staff support to the Wireless E-911 Services Board and promotes and assists with the deployment of emergency telecommunication systems such as 9-1-1. Support for the Board involves coordinating the bimonthly public meetings of the Board, processing payments to funding recipients and maintaining all records of the Board. Technical and professional assistance is provided to local 9-1-1 centers and telecommunications providers to ensure all citizens have access to 9-1-1 services.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,197,040	\$2,197,040	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,384	\$13,384	0.00	0.00
<i>Maintain the Virginia Base Mapping Program and Emergency-911 Address File</i>	\$300,000	\$300,000	3.00	3.00
<i>Increase Emergency-911 funds</i>	\$6,495,000	\$7,495,000	3.00	3.00
Total for Service Area	\$9,005,424	\$10,005,424	10.00	10.00

Objective: Deploy the next generation E-911 system to all geographic areas of the Commonwealth

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of telecommunication users with wireless access to E-911	93%	100%

Financial Assistance to Localities for Enhanced Emergency Communications

This Service Area provides funding support to the over 125 local 9-1-1 centers in the Commonwealth for the deployment of wireless E-911 services. Revenue is generated by a wireless E-911 surcharge, which is collected by the wireless service providers and remitted to the Wireless E-911 Fund. The Wireless E-911 Services Board administers this fund in accordance with their enabling legislation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,294,000	\$15,294,000	0.00	0.00
<i>Adjust nongeneral fund appropriation based on recent experience</i>	\$11,000,000	\$11,000,000	0.00	0.00
Total for Service Area	\$26,294,000	\$26,294,000	0.00	0.00

Objective: Distribute Wireless E-911 Funding cost-effectively in accordance with the Code of Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of findings made during annual Wireless E-911 Fund audit conducted by the APA	0	0

Financial Assistance to Service Providers for Enhanced Emergency Communications Services

This Service Area provides funding support to the 12 wireless telephone service providers operating in the Commonwealth for the deployment of wireless E-911 services. Revenue is generated by a wireless E-911 surcharge, which is collected by the wireless service providers and remitted to the Wireless E-911 Fund. The Wireless E-911 Services Board administers this fund in accordance with their enabling legislation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,062,902	\$11,062,902	0.00	0.00
<i>Increase Emergency-911 funds</i>	\$1,000,000	\$1,000,000	0.00	0.00
Total for Service Area	\$12,062,902	\$12,062,902	0.00	0.00

Objective: Distribute Wireless E-911 Funding cost-effectively in accordance with the Code of Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of findings made during annual Wireless E-911 Fund audit conducted by the APA	0	0

Savings from Management Actions

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	(\$1,644,000)	(\$1,644,000)	0.00	0.00
<i>Capture technology operating efficiencies</i>	(\$1,644,000)	\$0	0.00	0.00
Total for Service Area	(\$3,288,000)	(\$1,644,000)	0.00	0.00

Data Center Services

Computing Platform Services based on multiple hardware platform types include IBM and Unisys mainframes as well as UNIX and Windows servers, all operating in a highly secure environment. A wide range of scalable hardware, software operating systems, and software tools are available for supporting customers in applications development, as well as in day-to-day operation of customer systems. Platform services also include automated scheduling of production batch jobs, print services, data storage management, backup and recovery management, offsite vaulting for backup tapes, disaster recovery planning, and capacity planning. VITA monitors platform performance 24 hours a day, 365 days a year to ensure high availability of all services as well as excellent high performance.

In providing these services, a high degree of automation is employed, including pro-active monitoring of all devices and processes to generate alerts and escalate problems automatically, and automated tape libraries and virtual tape technologies that minimize tape handling by staff.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	273.10	273.10
Total for Service Area	\$0	\$0	273.10	273.10

Objective: Deliver reliable and cost-effective computing platform services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Availability for systems and networks (system up time/percentage)	Systems: 99.9% Network: 99.03%	99.9% for Systems and Network
Percentage of scheduled back up service levels at VITA Central	98.75%	99%
VITA data center servers per IT support staff	Will have baseline in February	Will have target in February
Number of hours customers experience computing outage during move	Not applicable - this will occur once during Data Center move	48 hours or less
Number of hours customers experience network outage during move	Not applicable - this will occur once during Data Center move	8 hours or less

Objective: Promote server consolidation

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Data Center servers per IT support staff	Will have baseline in February	Will have target in February
Number of physical servers in asset inventory	3321	Will have target in July

Objective: Reduce costs associated with Mainframe Print

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of print shops operated by VITA	7	2

Desktop and End User Services

The VITA Customer Care Center (VCCC) is a full service Help Desk created to provide a central point of contact for all help desk incidents, requests for information and for telecommunications service requests. The VCCC currently accepts requests 24 x 7 x 365 via a local (Richmond, VA.) number (804)786-3932, a toll free number (1- 866- 637-8482) or via e- mail at vccc@vita.virginia.gov.

The VITA Customer Care Center delivers courteous, professional and timely responses and resolutions to customer requests for new telecommunications service, help desk related incidents, or requests for information. Every customer call is logged, prioritized, and either resolved on the initial call or dispatched to the appropriate technical resource for resolution. Ticket status is monitored throughout its life and the customer is periodically provided verbal or written status updates. The VCCC will not close a ticket until the customer confirms that the request has been satisfactorily resolved unless attempts to confirm have been unsuccessful for 24 hours after first notification.

VITA's Desktop Support group provides deskside support for VITA customers throughout the Commonwealth. This support includes "break-fix service", "Install Move Add Change Service" (often called IMACs), as well as "project" support (ie: the relocation of an agency is classified as a project)

Hours of Operation

Help Desk: 24 hours a day, 7 days a week, including state holidays.

Telecommunications New Service Desk: 8:00 a.m. to 5:00 p.m.,

Monday through Friday excluding state holidays. Customers may call the VCCC to report service problems /help desk incidents or to make information requests on a 24 x 7 x 365 basis. Customer requests for telecommunications new services will be processed during VITA's normal business hours, 8 a.m. to 5 p.m., Monday through Friday, excluding state holidays.

Deskside: Generally 7:00 a.m. to 6:00 p.m. Monday through Friday; however, extended deskside support agreements are available at agency request

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	543.06	543.06
<i>Correct the count for positions transferred to the Virginia Information Technologies Agency</i>	\$0	\$0	-4.00	-4.00
Total for Service Area	\$0	\$0	539.06	539.06

Objective: Gain tighter control of IT assets

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of accuracy for Asset inventories using the Configuration Management Database (asset management inventory system)	80% accurate based on recent inventory	99% accurate when using the CMDB system

Objective: Reduce cost, improve availability & reliability of Customer Service

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of income generation as compared to expenses related to program	Will have this baseline by June	Net income generation is 50% greater than expenses related to program
Percentage of helpdesks adhering to the VCCC Standard Operating Procedures	100%	100%
Number of customers using shared email platform	8 agencies / 453 email users / 34 blackberry users	10 agencies / 500 email users / 50 blackberry users

Web Development and Support Services

Web Services is responsible for creation and maintenance of the VITA Internet site, Council on Technology Services (COTS) sub site, Virginia Geographical Information Network (VGIN) site, Lt. Governor site, Governor's initiative sites (e.g. Kids Commonwealth, VA Excels) and Cabinet sites. This includes development and support of applications related to these sites. Web Services supports VITA's online communication needs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	1.02	1.02
Total for Service Area	\$0	\$0	1.02	1.02

Objective: Harness opportunities to improve the availability, quality, and responsiveness of state services – seamless, friendly, anywhere, anytime – for our citizens and customers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent increase of site use based on redesign	Will have baseline by January	20%
Conduct internal customer surveys for customer satisfaction - percentage of very satisfied customers	Will have baseline by January	90%

Objective: Develop a sound technical and security infrastructure that facilitates the integration of government services and information across agencies, branches, and levels of government

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of impacts to customers for completed system (July 2007) - should be no impacts	Will have baseline by January	0
Amount of open issues and related cycle times to resolve	Will have baseline by January	100% of issues resolved within 24 hours
Implementation of Integration Competency Center (ICC) and adoption of Service Oriented Architecture (SOA)	Will have baseline by June	100% implementation of ICC in 2005 and SOA in 2006

Objective: Enhance quality, usability, and services of the VITA Internet, Intranet and Extranet

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of areas that need to be redesigned for accessibility standards	100%	0 by June 2007

Network-Data Services

Network-Data Services make up a category of network operational and engineering services in support of the VITA Commonwealth Statewide Network (COV) infrastructure for customer agencies, colleges, universities, city and local governments. Network-Data Services offers the following key benefits:

- Network service that is consistent, reliable, secure, flexible, recoverable
- Single point of coordination for end-to-end provisioning and coordination
- Network service that is monitored from a business assurance and service level perspective
- VITA expertise in all aspects of Data services and operations
- Engineering expertise and in-house solution to both services and procurement

Operational Services include:

- VITA Network Operations Center - 24X7 continuous availability and performance monitoring and incident support for the wide area network (WAN) and local area network (LAN) network infrastructure, (i.e. router, switches, Unix/Windows servers, mainframes etc..) and critical application services.
- Incident handling for audio, video and voice.

Engineering Services include:

- WAN/LAN data service provisioning, disaster recovery, IP address administration, network and security device configuration/integration support, WAN/LAN connectivity design/consulting and incident support

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	58.82	58.82
<i>Provide appropriation for the Acquisition Services Special Fund</i>	\$2,940,000	\$3,087,000	0.00	0.00
Total for Service Area	\$2,940,000	\$3,087,000	58.82	58.82

Objective: Re-design and optimize the enterprise network to provide a robust and secure network for data, voice and video applications and to transform the Commonwealth's computing infrastructure

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of in-scope agencies migrated to enterprise network by June 30, 2008	Will have baseline by January	85% by June 2008
Percentage of network management procedures ITIL compliant by June 30, 2008	Will have a baseline by January	95% of network management procedures ITIL compliant by June 30, 2008

Voice Services

VITA's voice services provide various communications tools to accomplish the daily tasks of government. Voice Services offers the following key benefits:

- "One-stop" shopping for all voice services
- VITA expertise in all aspects of voice services and operations
- Engineering expertise and in-house solutions for both services and equipment procurements

Primary Voice Services include wire and wireless voice services, local and long distance telephone services, FCC radio licensing, and other specialized voice communications services such as automated call distribution (ACD), interactive voice response (IVR), analog and Integrated Services Digital Network (ISDN) Centrex, and voice engineering and consulting expertise. Support for premises-based systems and equipment includes ISDN, electronic key telephone systems, and two-way radios and systems.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	25.00	25.00
Total for Service Area	\$0	\$0	25.00	25.00

Objective: Re-design and optimize the enterprise network to provide a robust and secure network for data, voice and video applications and to transform the Commonwealth's computing infrastructure

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of in-scope agencies migrated to enterprise network by June 30, 2008	Will have baseline by January	85 % of in scope agencies migrated to enterprise network by June 30, 2008
Percent of network management procedures ITIL compliant by June 30, 2008	Will have baseline by January	95% of network management procedures ITIL compliant by June 30, 2008

Video Services

Video services make up a category of services that provides access to audio visual services, video conferencing and broadcasting, video production and video bridging vehicles for customer agencies and entities. Most elements of this suite of services are available primarily through VITA in the Richmond area, with some exceptions.

Video Services offers the following key benefits:

- "One-stop" shopping for all video services
- VITA expertise in all aspects of video services and operations
- Engineering expertise and in-house solution to both services and procurement

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	6.00	6.00
Total for Service Area	\$0	\$0	6.00	6.00

Objective: Re-design and optimize the enterprise network to provide a robust and secure network for data, voice and video applications and to transform the Commonwealth's computing infrastructure

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of in scope agencies migrated to enterprise network by June 30, 2008	Will have baseline by January	85 % of in scope agencies migrated to enterprise network by June 30, 2008

Objective: Establish and realize standard enterprise operations for provisioning of reliable and secure network

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
95% of all network devices managed by enterprise tools by term end date	Unknown	Goal is to increase by 15% from July 1, 2006 to June 30, 2008
Increase in the number of wireless contracts	Unknown	Increase the number of wireless contracts by 50% from July 1, 2006 to June 30, 2008

Technology Management Oversight Services

Enterprise Architecture Services

- Develops technology enterprise architectural standards and the accompanying policies and procedures for the enterprise and advises the CIO on architectural standards and exceptions.

- Information Technology Strategic Planning Services

- Responsible for the development, maintenance and publication of the Commonwealth's Strategic Plan for Technology and VITA's information technology strategic plan

- Policies, Standards and Guidelines (PSG) Services

- Responsible for the development, maintenance and publication of all Commonwealth information technology PSGs and all VITA internal PSG

Information Technology Investment Management Services

Information Technology Investment Management (ITIM) is the established Commonwealth approach for managing technology across the investment lifecycle. The implementation of ITIM best practices is based on the fundamental concept that the selection, control, and evaluation of technology investments are based upon the anticipated business value of the investment. In support of the Code-mandated responsibilities of the Commonwealth Information Technology Investment Board (ITIB) and the Commonwealth Chief Information Officer, the VITA Project Management Division provides a range of Information Technology Investment Management Services to insure the effective application of ITIM best practices across the investment lifecycle. PMD services support early and continuous involvement of Commonwealth executives and agencies in the governance and management of technology investments.

Information Technology Investment Management Services encompass two general categories of services: (1) Commonwealth Governance and (2) Agency Oversight and Consulting.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,382,650	\$2,382,650	23.00	23.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$136,238	\$136,238	0.00	0.00
<i>Adjust funding for agency expenditures related to cost of basic operations</i>	\$1,209	\$2,407	0.00	0.00
Total for Service Area	\$2,520,097	\$2,521,295	23.00	23.00

Objective: Develop, publish, and maintain an enterprise architecture that relates the business of the Commonwealth to its information technology infrastructure and that sets the direction for technology across the executive branch of government

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage and number of the incomplete or undeveloped EA components that have been completed and approved by the Virginia Information Technology Investment Board	By 07/01 of each Fiscal Year, determine the number of incomplete or undeveloped EA components that are scheduled to be completed and approved by the ITIB during that FY	Complete and have the ITIB approve 100% of the EA components scheduled for development for that FY
Percentage and number of EA components that require review and potential update during the period and at the end of the measurement period count those EA components that have been reviewed and as necessary revised.	By 07/01 of each Fiscal Year, determine the number of EA components that are scheduled for review and possible revision during that FY	Complete 100% of EA components scheduled for reviews/revisions in that FY

Objective: Develop, publish and maintain the Commonwealth Strategic Plan for Technology and the VITA IT Strategic Plan

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of times the Commonwealth Strategic Plan for Technology is updated on schedule and in accordance with the Plan's maintenance/change process	Will have a baseline in March	100% of updates to the Commonwealth Strategic Plan for Technology are made in accordance with the maintenance/change process and schedule
Percentage of times the VITA IT Strategic Plan is updated on schedule and in accordance with the DPB Agency Strategic Business Plan maintenance/change process	This is a new process and is part of DPB's development/maintenance of the FY07/08 Agency Strategic Business Plans and Budget; therefore, there is no baseline	100% of updates to the VITA IT Strategic Plan are made in accordance with the DPB maintenance/change process and schedule

Objective: Develop, publish and maintain all VITA external and internal policies, standards, and guidelines

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Track the number of days required to publish each updated or new P&P initiated during the year; determine the % completed within 60 working days.	By 07/01 of each Fiscal Year (FY) determine the number of P&Ps needing review/update during the fiscal year.	Publish every (100%) updated or new P&P within 60 working days of its initiation
Track the number of days required to publish each updated or new PSG initiated during the year; determine the % completed within 150 working days	By 07/01 of each FY determine the number of PSGs needing review/update during the fiscal year.	Publish every (100%) updated or new PSG within 150 working days of its initiation.
Determine the number of PSGs and P&Ps needing review/update during the year; measure the % of that total that are reviewed/updated during the year.	By 07/01 of each FY determine the number of PSGs and P&Ps needing review/update during the fiscal year.	Complete the review and update of all (100%) of those external Policies, Standards and Guidelines (PSGs), and internal Policies and Procedures (P&Ps) requiring review/update during the year.

Objective: Increase effectiveness of IT project oversight and monitoring

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of major IT project implementing earned value analysis	In 2005, 0% identified	By June 2008, 25% of major IT projects implement earned value analysis (100% of new projects). By June 09, 50% of major IT projects implement earned value analysis (100% of new projects).
Percentage of non-major projects identified for oversight in Commonwealth Technology Portfolio tool	Will have baseline in July	By June 2007, identify and establish oversight of at least 95% of non- major projects in the Commonwealth Technology Portfolio.

Objective: Expand project management consulting services

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of PMD resources dedicated to consulting activities	In 2005, consulting activities represent 7% of PMD resource activity.	Increase consulting activities to a minimum of 25% of total PMD effort by June 2008.

Objective: Advance Project Management and IT investment management (ITIM) maturity

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Develop and implement ITIM standards and practices for agencies	Will have baseline in July	100% of executive branch agencies implement ITIM standards and practices by June 2007
Expand training opportunities to include additional project management training, executive level training, and investment management training.	Four project management overview classes planned and conducted annually	Plan and conduct at least 1 project management special event (PM seminar, workshop, etc.), 4 project management training sessions, 3 IT investment management training sessions, and 2 executive training sessions annually beginning in July 2006.
Develop, conduct, and implement ITIM capability maturity model assessments of agencies.	Will have baseline in July	Conduct 3 pilot assessments by December 2006. Rollout agency assessment program by June 2007.

Security Services

Security Services develops, implements, and monitors compliance with information security policies and standards both for VITA and for the Commonwealth's technology enterprise as a whole. It develops security architectural standards and the accompanying policies and procedures for the enterprise and provides security awareness and training programs for state employees and contractors. Security Services also provides business continuity and disaster recovery planning services for VITA, and manages the risk management program and the identification and resolution of security incidents.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	9.00	9.00
Total for Service Area	\$0	\$0	9.00	9.00

Objective: Establish Statewide Information Security Program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of Enterprise Standards mapped to standards for VITA Customer Agencies	Approximately 0%	100%
Percent of Technology Designs implemented receiving security architectural review	Approximately 20%	100%
Percentage of VITA Customer Agencies using VITA-designed templates for Business Continuity and Disaster Recovery Planning	Approximately 0%	100%
Percent of critical applications with current business impact analysis and risk assessments	Will have baseline by June	100%
Percentage of roles with tailored Security Awareness Training materials	Will have baseline by June	100%
Percentage of Cyber attack attempts on VITA Customer Agencies blocked	Near 100% - will have definite baseline by June	100%

Administrative and Support Services

The "Administrative and Support Services" Service Area encompasses the broad range of administrative and support activities that fall under the headings of General Management and Direction, Accounting and Budgeting Services, Human Resources Services, Procurement and Contracting Services, and Audit Services.

General Management and Direction—Provides agency leadership, with an emphasis on customers and proactive management of customer relationships, ensuring that VITA's product and service offerings are consistent with the demands and direction of the agency's served customer markets. Awareness and adoption of offered services and products is accomplished through communications and promotional programs. Such programs serve to educate customer markets on available offerings and solicit customer feedback to help in fine tuning future product directions, in addition to improving internal staff communications, knowledge, and awareness. Support activities also include policy, legal, and legislative reviews and analyses, and legislative liaison. Development and maintenance of internal automated systems and management tools is also provided within this area.

Accounting and Budgeting Services—Manages VITA's internal and external financial resources to ensure legal compliance with state and federal policies and procedures. Activities include maintaining accounting, budgeting, performance, and forecasting systems to provide VITA management and the IT Investment Board with the necessary information for oversight and direction, as well as acting as the point of contact for all external financial information requests. Also included are customer billing for services rendered, and responsibility for VITA's performance measurement, agency strategic business planning, and the agency's records management system.

Human Resources Services— This area provides comprehensive human resource management services to all business units within the agency. These services include recruitment/selection, benefits administration, compensation, human resource information systems, employee relations, leave coordination, professional development, organizational development and facilitation. This area also interfaces with the public through applicants for employment.

Procurement and Contracting Services—VITA Supply Chain Management services is Virginia's IT sourcing hub. Activities focus on customer-centric, value-driven, and partnership-driven procurement support to both state and local government entities across the Commonwealth.

Audit Services—Assists VITA management, the Chief Information Officer, and the IT Investment Board, through its Finance and Audit Committee, in the effective performance of their responsibilities. Provides independent, objective assurance and consulting services designed to add value and improve the organization's operations, including risk management, control and governance processes, using a systematic, disciplined evaluation and recommendation approach.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	131.00	131.00
Total for Service Area	\$0	\$0	131.00	131.00

Objective: Expand the use of enterprise wide systems within the Commonwealth and its localities (General Management and Direction #1)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of new enterprise system(s) implemented per year	Four in 2005	Implement at least one new enterprise system(s) per year
Percentage increase for participation in developed enterprise systems	Will have baseline in February	Goal is 20% increase of potential market for available entities per year

Objective: Support VITA's move to a transformed environment (Accounting and Budgeting Services #2)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of work plan's deadlines met	10%	50%
Number of requests for additional data by JLARC after initial submission	3 to 4	1 to 2
Percentage of rate changes occurring within required DPB budget schedule	20%	50%

Objective: Improve analytical capability - both FMS & agency-wide (Accounting and Budgeting Services #3)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of recurring reports delivered on time	30%	50%
Percentage of targeted staff meeting development objectives within established timeframes	40%	75%

Objective: Improve customer service orientation throughout the division and create better access to data for our customers (Accounting and Budgeting Services #4)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of classes attended by FMS staff, percentage of staff completing training	One per person annually	Increase by 25%

Objective: Enhance the value employees bring to the workforce (Human Resources Services #1)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number and type of courses and number of participants	Will have the baseline in January	Will have the target in January

Objective: Increase diversity awareness (Human Resources Services #2)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Employment statistics regarding employee diversity	Will have the baseline in January	Will have the target in January

Objective: Increase hiring efficiency (Human Resources Services #3)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cycle time to hire employees	Will have the baseline in January	Will have the target in January

Objective: Leverage the Commonwealth's IT buying power (Procurement and Contracting Services #1)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Savings realized by VITA customers through enterprise purchasing	Will have the baseline by June	Will have the target by June
Cost reduction through strategic sourcing, contract renegotiation and/or supplier management activity	Will have the baseline by June	Will have the target by June

Objective: Provide fast and flexible enterprise oriented SCM customer service (Procurement and Contracting Services #2)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cycle time from receipt of APR by the SMS directorate until the contract is awarded	Will have the baseline by June	Will have the target by June

Objective: Build positive industry relationships and increase opportunities for diversity of supply base (Procurement and Contracting Services #3)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of VITA direct SWAM spending	\$11 million	Will have the target by June
Type & number of contracts managed or initiated by SCM	Will have the baseline by June	Will have the target by June

Objective: Procurement services are easy to use, easy to understand, consistent and accessible (Procurement and Contracting Services #4)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of processes standardized and related customer impact	Will have the baseline by June	Will have the target by June

Objective: Reduce costs and improve services for VITA served markets within the Commonwealth (General Management and Direction #2)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Results of customer service level quality surveys to quantify service level improvements	Will have baseline in January	Prior to survey, communicate those areas where operations should focus to improve service levels - no baseline and target currently exist.
Percentage increase in demand for Procurement products and services	Will have baseline in March	Goal is to increase by 10% per year beginning in FY 2006

Objective: Assist VITA management and the Information Technology Investment Board (ITIB) in the effective performance of their responsibilities by providing independent and objective assurance in accordance with the approved Audit Plan (Audit Services #1)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Audit reports issued	2	20 for the FY 07-08 period

Objective: Develop a community within the Commonwealth to serve as a model for delivering services to citizens, businesses and other government entities (General Management and Direction #3)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Select and enable at least one 'community' that will serve as our model	0	At least one community prior to June 2008
Number of business processes automated utilizing VITA assistance	0	At least five processes per year for the "model community"

Objective: Expand the current market by increasing use within existing accounts and penetrating new markets (General Management and Direction #4)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage and amount of increase in SCM sales	Will have baseline in March 2006	Goal is an increase of 35% from FY 2006 figures through FY 2007, and another 15% beyond that in FY 2008
Increase in the number of customers and customer accounts, categorized by customer type (e.g. agencies, localities)	Will have baseline in March 2006	Will have target in March 2006

Objective: Heighten VITA's profile within the Commonwealth through communications to our employees, customers and the citizenry (General Management and Direction #5)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Results of the "Change Management Readiness and Culture Survey" to quantify employee acceptance of transformation	Will have the baseline by April	Will have the target by April
Results of a third-party customer satisfaction survey	Will have baseline in January 2006	Will have target in January 2006

Objective: Provide and promote architecture and infrastructure to facilitate and enable sharing of solutions across all levels of government (General Management and Direction #6)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Amount of reuse for integration and data services	Will have the baseline by January	Goal is a 30% reduction in development and maintenance costs during the two year period

Objective: Increase the speed and proficiency by which Legal and Legislative Services (LLS) resolves VITA's business issues (General Management and Direction #7)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of requests for service will have an initial LLS response within 1 day of request	50%	Nine out of every 10 requests (90%) for service will have an initial LLS response within 1 day of request
Increase the knowledge base of the LLS staff	Two legal classes	Each LLS staff member will attend at least 2 legal courses and 2 "Knowledge Center" classes per year

Objective: Increase the strength of VITA's working relationships with legislators, staff, committees, and commissions of the General Assembly (General Management and Direction #8)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of bills which affect VITA will be consistent with the agency's position	50%	Eight out of every 10 bills (80%) which affect VITA will be consistent with the agency's position is the goal

Objective: Manage the agency's financial resources to ensure that VITA has exercised its fiduciary responsibilities to the taxpayers of the Commonwealth (Accounting and Budgeting Services #1)

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of APA and/or DOA audit compliance points	Will have the baseline in January	0
Number of audit points related to asset management systems	Will have the baseline in January	The goal is no points
Percentage of payments made on time & in compliance with Prompt Payment Act	95%	95%



Office of Transportation

The agencies in the Transportation secretariat are charged with providing Virginians with a safe, efficient, intermodal transportation system that provides for ease of mobility and fosters economic prosperity. These agencies plan, regulate, construct, maintain, and provide for the safe use of the state's highways and ports. They also provide administrative and regulatory services, such as issuing driver's licenses, registering motor vehicles, and titling motor vehicles. In addition, transportation agencies provide planning assistance and funding for public transportation and airports.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$140,649,994	\$2,814,042,610	\$2,954,692,604	\$629,654,930	\$2,325,037,674	12,735.00
FY 2004	\$72,973,653	\$3,331,359,239	\$3,404,332,892	\$605,300,985	\$2,799,031,907	12,735.00
FY 2005	\$317,483,978	\$3,379,410,768	\$3,696,894,746	\$678,709,987	\$3,018,184,759	12,741.00
FY 2006	\$185,046,356	\$4,222,912,158	\$4,407,958,514	\$732,209,364	\$3,675,749,150	12,513.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$185,046,356	\$4,222,912,158	\$4,407,958,514	\$734,841,035	\$3,673,117,479	12,513.00
FY 2007 Addenda	\$332,797,711	\$80,908,109	\$413,705,820	\$60,693,628	\$353,012,192	-342.00
FY 2007 TOTAL	\$517,844,067	\$4,303,820,267	\$4,821,664,334	\$795,534,663	\$4,026,129,671	12,171.00
FY 2008 Base Budget	\$185,046,356	\$4,222,912,158	\$4,407,958,514	\$734,841,035	\$3,673,117,479	12,513.00
FY 2008 Addenda	\$1,697,711	\$176,993,173	\$178,690,884	\$61,683,171	\$117,007,713	-342.00
FY 2008 TOTAL	\$186,744,067	\$4,399,905,331	\$4,586,649,398	\$796,524,206	\$3,790,125,192	12,171.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$0	\$156,797,000	\$156,797,000	\$0	\$156,797,000	0.00
FY 2008 Capital	\$0	\$11,364,000	\$11,364,000	\$0	\$11,364,000	0.00

Secretary of Transportation

Mission Statement

The Secretary of Transportation has the responsibility of developing and implementing Virginia's transportation program, including policy and financial oversight for six agencies that employ over 12,000 people and have a combined annual budget in excess of \$4.1 billion.

Agency Goals:

- To effectively oversee the implementation of the Governor's priorities in a manner consistent with applicable state and federal requirements.
- Provide a safe, secure and integrated transportation system that reflects the diverse needs throughout the Commonwealth.
- Preserve and manage the existing transportation system through technology and efficient operations.
- Facilitate the efficient movement of people and goods, expand travel choices, and improve interconnectivity of all transportation modes.
- Improve environmental quality and the quality of life for Virginians.
- Improve Virginia's economic vitality and facilitate the coordination of transportation, land use, and economic development planning activities.
- Improve program delivery.

Customers Served:

- Legislators (state and federal)
- General Public
- Licensed Drivers
- Registered Vehicles
- Business Travelers
- Business and Industry Using Rail
- Tourists
- Rail Operators and Rail Roads
- Motor Vehicle Dealer Community
- Public Transportation Systems
- Commercial Businesses
- Government Agencies
- Aircraft Owners, Pilots and Sponsors
- Citizen Groups
- Maritime Community

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$487,045	\$487,045	\$414,549	\$72,496	4.00
FY 2004	\$0	\$481,808	\$481,808	\$414,549	\$67,259	4.00
FY 2005	\$0	\$613,873	\$613,873	\$562,632	\$51,241	6.00
FY 2006	\$0	\$637,877	\$637,877	\$601,404	\$36,473	6.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$637,877	\$637,877	\$601,404	\$36,473	6.00
FY 2007 Addenda	\$0	\$47,623	\$47,623	\$47,623	\$0	0.00
FY 2007 TOTAL	\$0	\$685,500	\$685,500	\$649,027	\$36,473	6.00
FY 2008 Base Budget	\$0	\$637,877	\$637,877	\$601,404	\$36,473	6.00
FY 2008 Addenda	\$0	\$47,623	\$47,623	\$47,623	\$0	0.00
FY 2008 TOTAL	\$0	\$685,500	\$685,500	\$649,027	\$36,473	6.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$47,623 (NGF).

Agency Service Areas:

Administrative and Support Services

This service area provides the resources to provide general management and direction to transportation agencies. It also specifically defines broad policy goals, defines how state and federal funds are to be allocated, and details special reports the Secretary and reporting agencies are to provide to the General Assembly or other groups.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$637,877	\$637,877	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$47,623	\$47,623	0.00	0.00
Total for Service Area	\$685,500	\$685,500	6.00	6.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of agencies that "Meet Expectations" in each of the five management functions in Virginia Excels.	83%	100%

Department of Aviation

Mission Statement

The Department of Aviation's mission is to:

- cultivate an advanced, market driven aviation system that is safe, secure and provides for economic development;
- promote aviation awareness and education; and
- provide executive flight services for the Commonwealth Leadership.

Agency Goals:

- People - To develop and retain the most effective and qualified staff of State Aviation professionals in the nation.
- Products - To identify the Commonwealth's aviation needs and deliver those products and services in a timely manner.
- Processes - To analyze and streamline our processes making our system more user-friendly and responsive to our customers.
- Perceptions - To increase positive awareness of the agency mission through education and communication.
- Financial - To actively communicate the agency's fiscal accomplishments and future needs.

Customers Served:

- Educational Institutions
- Commonwealth of Virginia Agencies
- Airport Sponsors
- Aircraft Owners
- General Public
- Aircraft Pilots

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$45,794	\$19,059,666	\$19,105,460	\$2,143,149	\$16,962,311	31.00
FY 2004	\$44,067	\$19,697,906	\$19,741,973	\$2,016,553	\$17,725,420	31.00
FY 2005	\$44,067	\$26,436,699	\$26,480,766	\$2,098,262	\$24,382,504	31.00
FY 2006	\$44,067	\$26,515,495	\$26,559,562	\$2,248,690	\$24,310,872	32.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$44,067	\$26,515,495	\$26,559,562	\$2,263,485	\$24,296,077	32.00
FY 2007 Addenda	\$0	\$5,304,626	\$5,304,626	\$243,398	\$5,061,228	1.00
FY 2007 TOTAL	\$44,067	\$31,820,121	\$31,864,188	\$2,506,883	\$29,357,305	33.00
FY 2008 Base Budget	\$44,067	\$26,515,495	\$26,559,562	\$2,263,485	\$24,296,077	32.00
FY 2008 Addenda	\$0	\$1,304,626	\$1,304,626	\$243,398	\$1,061,228	1.00
FY 2008 TOTAL	\$44,067	\$27,820,121	\$27,864,188	\$2,506,883	\$25,357,305	33.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$174,626 (NGF).

► Reflect administrative nongeneral fund increases in agency budget

Adjusts the agency's budget to reflect administrative actions. This adjustment increases the Washington Airports Task Force appropriation to reflect previous budget language changes and establishes a federal appropriation for grant funding. For each year, \$630,000 (NGF).

► Transfer a position between service areas for general aviation security

Transfers a position added for 2006 to the appropriate service area. (Net zero adjustment)

► Implement aircraft replacement program

Provides additional funds to replace the aging turboprop aircraft with a modern business aircraft. The agency's current fleet is very mature, ranging from 18 to 26 years old. Unscheduled down time, more frequent inspections, and more required maintenance have caused the turboprop to be unavailable much of the time. Funding for the new aircraft will come from the trade-in of the existing aircraft and uncommitted discretionary aviation special funds. For 2007, \$4.5 million (NGF). For 2008, \$500,000 (NGF).

► **Establish aircraft maintenance manager/pilot position**

Provides one additional position to perform in-house general aircraft maintenance, improve oversight of externally performed maintenance, and reduce the current level of dependence on part-time wage pilots. Savings from contractual maintenance will be used to support the position. For 2007, one position.

Agency Service Areas:

Financial Assistance for Airport Maintenance

This service area provides financial assistance to public-use airports for maintenance services and equipment, so the public has safe, convenient and economical access to the national air transportation system. Examples of DOAV financial assistance for airport maintenance include: runway rehabilitation, painting runway markings, drainage system clearing, terminal building rehabilitation, navigational equipment repair and maintenance equipment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,000,000	\$1,000,000	0.00	0.00
Total for Service Area	\$1,000,000	\$1,000,000	0.00	0.00

Objective: Provide financial assistance for airport maintenance

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Expenditure of airport maintenance allocations	New measure - baseline will be established using FY 2006 data	85% by FY 2007

Financial Assistance for Airport Development

This service area provides financial assistance to public-use airports for planning, development, construction, safety, security, environmental and operation, so that the public has safe, convenient and economical access to the national air transportation system. Examples of DOAV financial assistance programs include: capital; security; and navigational aids and weather reporting equipment.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$20,083,915	\$20,083,915	0.00	0.00
Total for Service Area	\$20,083,915	\$20,083,915	0.00	0.00

Objective: Provide financial assistance for airport development

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Grants to airport sponsors for capital improvements	72.5% (FY 2004)	75% by FY 2006

Financial Assistance for Aviation Promotion

This service area provides financial assistance to localities and corporate entities for the promotion of aviation. The service area is designed to contribute to the economic well-being of the Commonwealth as well as increase awareness and stimulate aeronautical activity throughout the Virginia. Examples of support functions include grant-in-aid programs for airport sponsors, support groups and non-profit organizations to address commercial air service development and general aviation services. Results of this service area include public relations, marketing and business plans as well as research and development opportunities for an advanced set of technologies designed to expand general aviation and personal air transportation.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,370,000	\$1,370,000	0.00	0.00
Reflect administrative nongeneral fund increases in agency budget	\$130,000	\$130,000	0.00	0.00
Total for Service Area	\$1,500,000	\$1,500,000	0.00	0.00

Objective: Provide financial assistance for aviation promotion activities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of grants executed	New measure - baseline will be established using FY 2006 data	FY 2007 target will be established using baseline data

Aviation Licensing and Regulation

The Aviation Licensing and Regulation Service Area provides for the licensing of aircraft and airports in the Commonwealth of Virginia.

• **AIRCRAFT LICENSING**

All aircraft which are owned by residents of the Commonwealth, or owned by nonresidents, if they are based in Virginia more than 60 days in a 12-month period, are required to be licensed. The licensing requirement includes aircraft which are based at both public-use and private-use airports, heliports and landing areas. In addition to the Private Aircraft License, the Department also issues Commercial Aircraft Licenses, Non-Commercial Dealer and Commercial Fleet Dealer Licenses and Contract Carrier Permits.

• **AIRPORT LICENSING**

Public-use airports, and private-use airports within five miles of a public-use airport, are required to be licensed. Owners of private-use airports not within five miles of a public-use airport are only required to register their airports with the Department. Public-use and private-use airport owners or sponsors are required to submit an annual based aircraft survey to the Department. Title 5.1-88.7 of the Code of Virginia provides that every licensed public-use airport must maintain adequate amounts of liability insurance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$176,926	\$176,926	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$10,139	\$10,139	0.00	0.00
<i>Transfer a position between service areas for general aviation security</i>	(\$45,945)	(\$45,945)	-1.00	-1.00
Total for Service Area	\$141,120	\$141,120	2.00	2.00

Objective: License aircraft and airports in accordance with the Code of Virginia

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of FAA-registered aircraft that are licensed per Code of Virginia requirements	55% (FY 2005)	70% by FY 2006

Aviation Communication and Education

This service area is designed to increase aviation awareness; promote and expand aviation development opportunities by informing Congress and the General Assembly; participate in industry trade shows, conferences and conventions; distribute media; and evaluate commercial air service development. Functions also include expanding the utilization of general aviation through new technology, increasing potential for operations at airports and enhancing the efficiency and safety at airports. The components within this service area are to enhance the Commonwealth's economic development efforts by promoting aviation; educating the public about the benefits of aviation; promoting commercial and general aviation to state, national and international business leaders; assisting with the development of commercial air service, both passenger and cargo; and informing young people about the wide variety of current and future aeronautical careers

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$595,588	\$595,588	4.00	4.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$23,580	\$23,580	0.00	0.00
Total for Service Area	\$619,168	\$619,168	4.00	4.00

Objective: Increase Aviation Awareness

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Participation in industry-related events to optimize gross impressions	900,000 event attendees in Calendar Year 2005	900,000

Objective: Develop and administer Aviation/Aerospace Education programs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of students reached through the Teachers Grant Program	New measure - baseline will be established using FY 2006 data	FY 2007 target will be established using baseline data

General Aviation Personnel Development

The General Aviation Personnel Development Service Area administers the Commonwealth's Aviation Safety Program for the pilots and general public of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$26,400	\$26,400	0.00	0.00
Total for Service Area	\$26,400	\$26,400	0.00	0.00

Objective: Increase safety awareness among Virginia pilots to create a safer aviation environment in the Commonwealth

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Sponsor aviation safety events	9 events (FY 2005)	9 events

Air Transportation Planning and Development

This service area provides assistance to cities, towns, counties and other governmental subdivisions for planning, development, construction, safety, security, environmental and operation for the Commonwealth's 67-public use airports, 331 private-use airports and other aviation facilities; enforces rules and regulations promulgated by the Virginia Aviation Board; and develop a state aviation system that provides the public safe, convenient and economical access to the national air transportation system. Examples of air transportation planning and development functions provided include technical assistance to airport sponsors (owners); state aviation system planning; enforcement of environmental and safety regulations; administration of financial assistance programs to localities; and aviation security oversight.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$837,936	\$837,936	10.00	10.00
Transfer centrally funded amounts to agency budgets	\$39,418	\$39,418	0.00	0.00
Reflect administrative nongeneral fund increases in agency budget	\$500,000	\$500,000	0.00	0.00
Transfer a position between service areas for general aviation security	\$45,945	\$45,945	1.00	1.00
Total for Service Area	\$1,423,299	\$1,423,299	11.00	11.00

Objective: Provide technical support to the Commonwealth's airports

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Certify Airport Security Plans	New measure - baseline will be established using FY 2006 data	85% by FY 2007
Percentage of time that the Department-owned electronic navigational equipment are not available for service	1.1% (FY 2005)	1.0% FY 2006
Timeliness of airport inspection	New measure - baseline will be established using FY 2006 data	100% by FY 2007

State Aircraft Acquisition or Enhancement

The purpose of the State Aircraft Acquisition or Enhancement Service Area is to ensure that the Department is able to provide safe, economical, and efficient on-demand passenger air transportation for the Governor, Economic Development Partnership and state agencies to destinations throughout the Commonwealth and nation. With the Department's fleet consisting of less modern and aging aircraft, a plan has been developed to meet the Commonwealth's long-term needs.

The Department contracted in 2005 with Conklin & deDecker Associates, Inc., an industry leader in the field of aircraft fleet and requirements analysis, for an independent analysis of the Commonwealth's current and future aircraft requirements. The report analyzed the agency's various flight mission requirements, surveyed customers, analyzed the current fleet, made recommendations for the composition of the fleet, and proposed a replacement schedule. The Fleet Requirements Analysis Report includes multiple recommendations and covers the 20 year forecast need for the Commonwealth.

Issues addressed:

- Requirements analysis to determine the Commonwealth's aviation needs
- Which aircraft best fit those needs
- What actions to take to meet the long term needs
- Timeline for actions
- Method and source of payment (financed amount, period and fund source)

The consultant recommended:

- Composition of the Department fleet to meet the requirements analysis
- Replacement schedule of the existing fleet with the suggested replacement aircraft

As a result of the study, the Department has submitted a Decision Package Justification requesting that the 1980 King Air B200 be replaced in fiscal year 2007.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Implement aircraft replacement program</i>	\$4,500,000	\$500,000	0.00	0.00
Total for Service Area	\$4,500,000	\$500,000	0.00	0.00

Objective: Implement and fund an approved asset replacement program

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of days aircraft is available for flights	79% (FY 2005)	95%

State Aircraft Operations and Maintenance

The State Aircraft Operations and Maintenance Service Area provides safe, economical, efficient on-demand air transportation for the Governor, Legislature, Economic Development Partnership, and all state agencies to destinations throughout the Commonwealth and nation. Utilizing Commonwealth-owned aircraft, the service includes flight scheduling and planning for stakeholders to ensure their needs are met. Flight crews undergo recurrent flight training, and aircraft are maintained to FAA and manufacturer mandated levels to ensure safety.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,632,471	\$1,632,471	7.00	7.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$53,219	\$53,219	0.00	0.00
<i>Establish aircraft maintenance manager/pilot position</i>	\$0	\$0	1.00	1.00
Total for Service Area	\$1,685,690	\$1,685,690	8.00	8.00

Objective: Provide safe, efficient air transportation for the Governor, Legislature, Economic Development Partnership, and all state agencies

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain a zero accident/injury rate	0 accidents/injuries (FY 2005)	0 accidents/injuries

Administrative and Support Services

This service area provides administrative and financial support to the agency's management and staff. Examples of support functions provided include general management and direction regarding agency programs, client services, and Virginia Aviation Board responsibilities; agency strategic planning; budget development and execution; accounting operations; personnel; procurement; information technology management; and facility management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$836,326	\$836,326	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$48,270	\$48,270	0.00	0.00
Total for Service Area	\$884,596	\$884,596	8.00	8.00

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's management scorecard categories marked as meets expectations for the agency	100% (FY 2005)	100%

Department of Motor Vehicles

Mission Statement

DMV promotes Security, Safety, and Service through the administration of motor vehicle and tax related laws.

Agency Goals:

- Ensure that credentials are issued in an accurate, secure and efficient manner.
- Improve the safety of Virginia's highway system.
- Provide customers the information they need to access DMV services and comply with state laws and regulations.
- Effectively enforce motoring and transportation-related tax laws.
- Efficiently collect and distribute transportation-related revenues.
- Accurately collect and manage transportation data and disseminate information.
- Provide a convenient portal for citizens to access other state agency services.

Customers Served:

- Licensed drivers
- Registered vehicles
- General public (drivers, ID card recipients, vehicle owners)
- Private sector entities
- Government agencies (federal, state and local)
- Legislators (state and federal)

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$195,820,019	\$195,820,019	\$108,046,545	\$87,773,474	1,984.00
FY 2004	\$0	\$196,738,853	\$196,738,853	\$81,681,205	\$115,057,648	1,984.00
FY 2005	\$0	\$247,605,104	\$247,605,104	\$100,494,207	\$147,110,897	1,994.00
FY 2006	\$0	\$246,041,818	\$246,041,818	\$103,094,207	\$142,947,611	1,943.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$246,041,818	\$246,041,818	\$94,117,434	\$151,924,384	1,943.00
FY 2007 Addenda	\$0	\$15,245,710	\$15,245,710	\$8,303,841	\$6,941,869	0.00
FY 2007 TOTAL	\$0	\$261,287,528	\$261,287,528	\$102,421,275	\$158,866,253	1,943.00
FY 2008 Base Budget	\$0	\$246,041,818	\$246,041,818	\$94,117,434	\$151,924,384	1,943.00
FY 2008 Addenda	\$0	\$19,632,019	\$19,632,019	\$8,303,841	\$11,328,178	0.00
FY 2008 TOTAL	\$0	\$265,673,837	\$265,673,837	\$102,421,275	\$163,252,562	1,943.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$0	\$4,720,000	\$4,720,000	\$0	\$4,720,000	0.00
FY 2008 Capital	\$0	\$4,614,000	\$4,614,000	\$0	\$4,614,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$9.2 million (NGF).
- ▶ **Transfer appropriation between service areas**
Realigns funding across service areas to more accurately reflect expenditures. (Net zero adjustment)
- ▶ **Transfer appropriation within a service area**
Adjusts funding to reflect a change in fund detail within a service area. (Net zero adjustment)
- ▶ **Transfer appropriation between service areas**
Realigns funding across service areas to more accurately reflect expenditures. (Net zero adjustment)
- ▶ **Implement Real ID Act**
Provides funding to address Virginia's compliance with the federal Real ID Act of 2005, including enhancement of the current drivers record and social security number verification systems. Signed into law on May 11, 2005, Real ID is intended to make government-issued identification more secure, in order to counter the threat of terrorism. For 2007, \$1.5 million (NGF). For 2008, \$254,190 (NGF).
- ▶ **Redesign and integrate the Citizens Services System**
Adds funding to update the agency's antiquated mainframe systems and fragmented customer data applications. In addition to enabling Virginia to address the requirements of the federal Real ID Act of 2005, the new system will facilitate efficient revenue collection, internal security, homeland security, and customer relationship management. For 2007, \$1.7 million (NGF). For 2008, \$7.4 million (NGF).
- ▶ **Implement Traffic Records Electronic Data System**
Provides funds for the implementation of electronic submission of crash reports by law enforcement. The new system will streamline and simplify data collection, improve data accuracy and speed of processing, and eliminate data entry backlogs. For 2007, \$1.5 million (NGF). For 2008, \$1.2 million (NGF).
- ▶ **Implement phases II and III of document imaging**
Provides additional funds to enable the agency to effectively manage millions of documents by utilizing scanning technology. Electronic document imaging will move the agency towards a paperless environment and facilitate quick response times and reduced waiting time for customers. For 2007, \$566,867 (NGF). For 2008, \$736,901 (NGF).

► **Increase appropriation to acquire hauling permit software**

Provides funding to procure and implement a software application to enhance the hauling permit system. Replacing the current manual process of researching routes for oversized or overweight vehicles with automatic routing will significantly improve permit turnaround time, reduce error, and improve safety on highways for the motoring public. For 2007, \$293,317 (NGF). For 2008, \$291,020 (NGF).

► **Implement central issue of drivers licenses**

Increases funding to cover the costs associated with the central issuance of drivers licenses. Issuing licenses from a central location, rather than over-the-counter, will promote security, deter fraud, and help reduce identity theft. For 2007, \$540,433 (NGF). For 2008, \$556,646 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

► **Fund maintenance reserve**

Provides funds to implement maintenance reserve projects required to allow the continued use of existing facilities. For the biennium, \$2.8 million (NGF).

► **Provide headquarters emergency power generator**

Increases funds to provide power to critical areas in the event of disruptions or outages. The generator will permit the agency to continue normal operations at headquarters during emergency situations. The ability to continue normal operations in emergency situations is especially important since this facility houses the Governor's Response Hotline call center and serves as a back-up site for the Virginia Information Technologies Agency and the Department of Accounts computer operations. For the biennium, \$1.8 million (NGF).

► **Renovate and expand Suffolk motor carrier service center**

Provides funds to correct a variety of mechanical, electrical, plumbing, and accessibility deficiencies at the Suffolk motor carrier service center. Renovation and expansion of the existing facility will accommodate correction of the deficient systems and provide much needed operational space to conduct truck safety programs. For the biennium, \$1.0 million (NGF).

► **Provide Sandston weigh station pavement renovations**

Provides additional funds to renovate the paved areas of the east and west bound sides of the Sandston weigh station. The existing paved surfaces are in poor condition due to a combination of volume of use, deterioration, and age. For the biennium, \$1.2 million (NGF).

► **Develop Prince William commercial vehicle inspection turnout**

Provides funding to develop a commercial vehicle regulatory inspection turnout on Route 234 in Prince William County. Proper inspections and weighing of commercial vehicles will be conducted on this alternate route that is often currently used to bypass the Dumfries weigh station. For the biennium, \$2.5 million (NGF).

Agency Service Areas:

Vehicle Regulation Services

This responsibility was established to perform motor vehicle licensing and registration functions to protect citizens by promoting the orderly movement of people and goods on Virginia's highways; provide a mechanism for recording vehicle ownership and associated property rights; and protect consumer rights through administration of the Virginia Salvage Law, including branding of salvage and non-repairable vehicles. Through law enforcement activities relating to disposition of property, DMV protects the rights of financial institutions, insurance companies and others involved in financing vehicle ownership. As an additional service, DMV provides information to insurance companies for rating vehicle safety, to localities for assessing taxes, and to other entities entitled by the Code of Virginia to receive and use DMV information. DMV is also responsible for collecting highway user taxes and fees. Finally, DMV ensures, under the federal Clean Air Act, the abatement and control of vehicular sources of air pollution through restriction of registration for vehicles not meeting emission requirements in applicable areas of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$55,079,703	\$55,079,703	563.00	563.00
<i>Transfer centrally funded amounts to agency budgets</i>	<i>\$3,034,305</i>	<i>\$3,034,305</i>	<i>0.00</i>	<i>0.00</i>
Total for Service Area	\$58,114,008	\$58,114,008	563.00	563.00

Objective: Increase vehicle owners' use of alternative services (Internet, mail, phone, and DMV Select [license agents]) to renew vehicle registrations by 10%

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of vehicle registration renewals conducted using alternative services	64% (FY 2005)	74% (FY 2006)

Objective: Expand DMV's electronic capability to warehouse and provide proof of vehicle ownership for vehicle owners, dealers, and lienholders and reduce paper certificate of titles by 10%

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of certificate of titles printed for vehicle owners	1,060,413 (FY 2005)	954,372 (FY 2006)

Objective: Expand use of the Government Agency Title and Registration System (GATARS) to promote public-private partnerships

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of transactions performed	1,206 transactions (FY 2005)	1,507 (FY 2006)

Driver Regulation Services

This functional activity ensures the safety of the motoring public through specified training and educational requirements for obtaining and holding a driver's license. This function involves: issuance of credentials; establishment and maintenance of each operator's driving record and other information to support a comprehensive traffic records system; granting or withholding the driver's license; operation of programs which emphasize law enforcement and citizen protection; and, enforcing motoring and tax laws by collecting, maintaining, and disseminating driver and crash-related data. This is accomplished by encouraging the improvement of attitudes and driving habits of citizens through education and training programs and specific training for motorcycle operators (as provided for under the Motorcycle Rider Safety Act, Title 46.2, Chapter 10, Article 23). In order to support law enforcement efforts, DMV is also involved in activities to identify potential uninsured motorists prior to crash involvement, insurance information verification following a crash, and insurance monitoring by ensuring that persons found to have violated the State laws and requirements comply with the penalties.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$40,683,268	\$40,683,268	762.00	762.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,298,716	\$2,298,716	0.00	0.00
<i>Implement central issue of drivers licenses</i>	\$540,433	\$556,646	0.00	0.00
Total for Service Area	\$43,522,417	\$43,538,630	762.00	762.00

Objective: Increase the overall percentage of conviction data received from courts electronically via the Court Automated Information System (CAIS) by 5%

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of convictions processed electronically	80% processed electronically (FY 2005)	90% (FY 2006)

Objective: Implement the Central Issuance of Driver License

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce/eliminate employee illegal activities related to issuance of driver's licenses and identification cards	2 instances of known employee illegal activities (FY 2005)	0 (FY 2006)
Reduce customer fraud related to the issuance of driver's licenses and identification cards	1,593 known fraudulent licenses/IDCs issued (FY 2005)	277 (FY 2006)

Motor Carrier Regulation Services

DMV's motor carrier regulation services administers policy and laws relating to: registration of motor carrier commercial vehicle operations that transport of goods, people, or property intrastate and interstate; collection of taxes relating to fuel and rental taxes; administering state and federal laws, regulatory policies, and procedures related to issuance of oversize and overweight permits to vehicles traveling over Virginia's highways with loads that, when reduced to their smallest dimensions, exceed maximum legal lengths; providing audit services to promote a high level of voluntary compliance among registrants and taxpayers thus protecting the revenue of the Commonwealth; and maintenance and operations of facilities, equipment and safety programs that monitor trucks for compliance with state/federal statutes and regulations pertaining to size, weight, commercial vehicle safety, and credential compliance.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$21,307,780	\$21,307,780	295.00	295.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,195,332	\$1,195,332	0.00	0.00
Total for Service Area	\$22,503,112	\$22,503,112	295.00	295.00

Objective: Maximize the use of technology to enhance customer service, transportation safety, revenue collection, and reduce human resource requirements to screen and weigh trucks

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase the number of trucks screened and weighed electronically in comparison to manual transactions by 5%	2,997,188 trucks screened (FY 2005)	3,147,047 (FY 2006)
Increase the number of motor carrier insurance filing transactions conducted electronically by 5%	156,293 Extranet issuance (FY 2005)	164,108 (FY 2006)
Increase the number of transactions in web-enabled motor carrier system by 5%	5,635 WebCAT (FY 2005)	5,917 (FY 2006)

Financial Assistance for Transportation Safety

Financial grants under the federal transportation safety program are provided to local governments to assist in providing training and in coordinating transportation safety activities identified in the specific localities. These grants are used for alcohol use abatement, community-focus transportation safety, occupant protection (safety belts and child safety seats), police traffic enforcement, traffic records, and roadway safety enhancements.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,104,000	\$2,104,000	0.00	0.00
<i>Transfer appropriation between service areas</i>	\$3,000,000	\$3,000,000	0.00	0.00
Total for Service Area	\$5,104,000	\$5,104,000	0.00	0.00

Objective: To reduce alcohol-related fatalities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce alcohol-related accidents/fatalities by providing federal funding to implement statewide DUI checkpoint campaigns and media campaigns	343 fatalities (FY 2005)	336 (FY 2006)

Objective: Increase current statewide safety belt usage

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase safety belt usage in Virginia from 79.9% to 82%	80.4% safety belt usage (FY 2005)	82% (FY 2006)

Transportation Safety Administration Services

The Transportation Safety Service Area coordinates efforts to reduce the rate of motor vehicle crashes, deaths, the severity of personal injuries, and the associated economic costs. It also provides support to law enforcement agencies, which further facilitates the protection of the citizens of the Commonwealth.

Activities under this service area include: identifying existing crash patterns; determining causes; and coordinating statewide and local programs that will reduce the likelihood and/or severity of future occurrences.

The major service activities include:

- Administering federal transportation safety grants to state agencies, local governments, and non-profit organizations.
- Supporting highway safety programs including alcohol and impaired driving deterrence, community-focused transportation safety, occupant protection (safety belts), police traffic enforcement, traffic records, motorcycle safety, aggressive driving deterrence, and roadway safety enhancements.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$32,449,683	\$32,449,683	24.00	24.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$183,897	\$183,897	0.00	0.00
<i>Transfer appropriation between service areas</i>	(\$3,000,000)	(\$3,000,000)	0.00	0.00
Total for Service Area	\$29,633,580	\$29,633,580	24.00	24.00

Objective: Decrease alcohol-related injuries

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Decrease alcohol-related injuries by 1%	7,911 injuries (FY 2005)	7,832 (FY 2006)

Objective: Decrease alcohol-related crashes

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Decrease alcohol-related crashes by 1%	11,504 crashes (FY 2005)	11,389 (FY 2006)

Financial Assistance to Localities - Mobile Home Tax

This service area was established to collect transportation-related revenues in the form of the sales and use tax paid on the purchase of manufactured homes. Data is managed and information disseminated for certification to the locality where the manufactured home is delivered. DMV serves as a portal for other government agencies and services through the responsible collection of this tax, accounting for these revenues, and disbursing the funds to the appropriate localities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,440,000	\$10,440,000	0.00	0.00
Total for Service Area	\$10,440,000	\$10,440,000	0.00	0.00

Objective: To assist localities in the collection of mobile home sales and use tax revenue

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Disburse revenue to localities in a timely manner	100% of payments within 30 calendar days (FY 2005)	100% (FY 2006)

Financial Assistance to Localities - Rental Vehicle Tax

This service area was established to collect transportation-related revenues in the form of the tax on daily rental vehicles for localities in lieu of the tangible personal property tax on motor vehicles. Data is managed and information disseminated for certification to the locality where the vehicle is delivered. DMV serves as a portal for other government agencies and services through the responsible collection of this tax, accounting for these revenues, and disbursing revenue to the appropriate localities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$32,000,000	\$32,000,000	0.00	0.00
Total for Service Area	\$32,000,000	\$32,000,000	0.00	0.00

Objective: To assist localities in the collection of rental vehicle tax revenue

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Disburse revenue from rental vehicle tax to localities in a timely manner	100% of payments made within 30 calendar days (FY 2005)	100% (FY 2006)

Financial Assistance to Localities for the Disposal of Abandoned Vehicles

This activity provides financial incentive (currently \$50.00 per vehicle) to the state’s political subdivisions to dispose of abandoned motor vehicles located within their boundaries. This service allows the state to assist local governments in their efforts to conserve, protect and develop land resources throughout the state.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$391,500	\$391,500	0.00	0.00
Total for Service Area	\$391,500	\$391,500	0.00	0.00

Objective: Provide financial incentives to encourage localities to turn in abandoned vehicles

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Total dollars distributed as compared to the appropriation level	99.7% (FY 2005)	100% (FY 2006)

General Management and Direction

Administrative and support services units provide the organizational infrastructure which allows the operational units to function. Most services are generic to agencies including management oversight, budgeting, accounting, human resource management, legislative services, procurement and general services, communications and public affairs, and internal audit. In addition, investigative services, internal and external to the agency, is included. These support units provide planning and support in the development and implementation of motor vehicle policies and operational programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$29,098,888	\$29,098,888	185.00	185.00
Transfer centrally funded amounts to agency budgets	\$1,471,178	\$1,471,178	0.00	0.00
Transfer appropriation between service areas	(\$2,000,000)	(\$2,000,000)	0.00	0.00
Total for Service Area	\$28,570,066	\$28,570,066	185.00	185.00

Objective: To serve Virginia’s citizens as cost effectively as possible

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cost-per-customer served (in dollars)	\$3.81 (FY 2004)	\$3.81

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management scorecard categories marked as meets expectations for the agency	100% (FY 2005)	100%

Information Technology Services

Provides project management, application development, and systems support services to DMV business users as well as our external business partners.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$19,626,366	\$19,626,366	99.00	99.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$919,486	\$919,486	0.00	0.00
<i>Implement Real ID Act</i>	\$1,491,132	\$254,190	0.00	0.00
<i>Redesign and integrate the Citizens Services System</i>	\$1,698,798	\$7,361,399	0.00	0.00
<i>Implement Traffic Records Electronic Data System</i>	\$1,460,300	\$1,237,000	0.00	0.00
<i>Implement phases II and III of document imaging</i>	\$566,867	\$736,901	0.00	0.00
<i>Increase appropriation to acquire hauling permit software</i>	\$293,317	\$291,020	0.00	0.00
Total for Service Area	\$26,056,266	\$30,426,362	99.00	99.00

Objective: Increase data security

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of desktops with antivirus updates within 3 days of posted virus warning	New measure - baseline to be established in FY 2006	100% of desktops receive the antivirus updates within 3 days (FY 2007)

Facilities and Grounds Management Services

The Facilities Services and Planning Administration (FSPA) manages the Facilities and Grounds Management service area. FSPA programs that indirectly support all DMV Core Functions include: maintenance and renovations to all 73 customer service centers (CSCs) and 13 motor carrier service centers (MCSCs); construction of new and replacement facilities (leased and agency owned); administration of non-professional and professional services contracts for the agency; management of the agency emergency operations plan, risk management plan, facility lease program, and fleet transportation program. FSPA directly supports the following core functions: Transportation Safety Services - through the fleet transportation services program; portal for other government agencies and Services – through cooperative contracts administration.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,860,630	\$2,860,630	15.00	15.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$91,949	\$91,949	0.00	0.00
<i>Transfer appropriation between service areas</i>	\$2,000,000	\$2,000,000	0.00	0.00
Total for Service Area	\$4,952,579	\$4,952,579	15.00	15.00

Objective: Provide conveniently located, safe, functional and comfortable facilities for our DMV employees and their customers

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Complete delivery of new, relocated or renovated facilities within established timeframes and budgets	100% of construction completed within 24 months (FY 2005)	100% of construction completed within 24 months

Department of Rail and Public Transportation

Mission Statement

The Department of Rail and Public Transportation exists to improve mobility and expand transportation choices in the Commonwealth.

Agency Goals:

- Assist in managing the growth in congestion on Virginia's highways.
- Improve access for the general public and businesses to alternative transportation (public transportation, carpools, vanpools, human service transportation, passenger rail, freight rail) and telecommuting.
- Provide access and improvements to Virginia's railways to encourage economic development and reduce truck traffic on Virginia's highways.
- Seek the highest possible return on investment to maximize limited funding.
- Increase communications to the general public, businesses and community decision makers on alternative transportation choices and telecommuting.
- Implement best practice management tools and techniques to improve customer service and accountability.

Customers Served:

- Virginia Commuter Assistance Agencies
- Virginia Public Transportation Systems
- Human Service Transportation Agencies
- Virginia Railroads
- Virginia Metropolitan Planning Organizations
- Transportation Management Associations
- Virginia General Public
- Washington Metropolitan Area Transit Commission
- Virginia Counties
- Virginia Cities
- Virginia State Agencies
- DRPT employees
- Business and Industry using Rail Service
- Passenger Rail Operators
- Virginia Port Authority

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$125,033,425	\$125,033,425	\$2,623,897	\$122,409,528	31.00
FY 2004	\$0	\$145,891,618	\$145,891,618	\$2,456,287	\$143,435,331	36.00
FY 2005	\$0	\$163,448,975	\$163,448,975	\$3,805,020	\$159,643,955	44.00
FY 2006	\$0	\$260,898,306	\$260,898,306	\$3,916,915	\$256,981,391	43.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$260,898,306	\$260,898,306	\$3,703,895	\$257,194,411	43.00
FY 2007 Addenda	\$82,500,000	\$90,248,308	\$172,748,308	\$890,308	\$171,858,000	12.00
FY 2007 TOTAL	\$82,500,000	\$351,146,614	\$433,646,614	\$4,594,203	\$429,052,411	55.00
FY 2008 Base Budget	\$0	\$260,898,306	\$260,898,306	\$3,703,895	\$257,194,411	43.00
FY 2008 Addenda	\$29,100,000	\$184,119,433	\$213,219,433	\$911,433	\$212,308,000	12.00
FY 2008 TOTAL	\$29,100,000	\$445,017,739	\$474,117,739	\$4,615,328	\$469,502,411	55.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$234,933 (NGF).

► **Appropriate motor vehicle rental taxes for the Rail Enhancement Fund**

Adjusts the appropriation for the Rail Enhancement Fund. The motor vehicle rental tax is the dedicated source of revenue for this fund. For 2007, \$23.7 million (NGF). For 2008, \$24.2 million (NGF).

► **Provide additional funding for commuter assistance**

Increases funding to encourage commuters to join carpools and van pools and to ride other mass transit systems in order to reduce fuel consumption, air pollution, and maintenance on roadways. For each year, \$1.0 million (NGF).

► **Increase appropriation to reflect local revenues**

Provides additional funds for the Dulles Metrorail project for revenues from affected localities. Adding the local revenues to the agency budget allows the appropriation to be available to process expenditures from the local revenues as they are received. For 2007, \$65.2 million (NGF). For 2008, \$158.6 million (NGF).

► **Add field auditor position**

Increases the agency position level by one position to review over 250 grant awards annually. Substantial opportunity exists to improve the effectiveness of the agency's programs through the audit of the grantees financial data. For 2007, \$63,375 (NGF) and one position. For 2008, \$84,500 (NGF).

► **Provide revenue from one-third of insurance premiums**

Increases funding to reflect the portion of the one-third of the insurance premium tax in excess of the amount attributable to automobile insurance premiums being directed to the agency for transit capital projects. This funding will increase the estimated reimbursement to localities on transit capital projects from 25 percent to 54 percent. For 2007, \$27.5 million (GF). For 2008, \$29.1 million (GF).

► **Fund 2006 transportation initiatives**

Increases funding for transportation projects supported by the general fund in the 2006 Transportation Initiative. This funding will allow accelerated implementation of transit/rail projects with earmarked federal funding, as well as provide complete funding for a number of rail/transit projects receiving federal funds, including rail projects supporting the Ports of Virginia. These initiatives also direct an additional \$1 million to promote teleworking in the Commonwealth by providing incentives to employers who offer a teleworking option, thus reducing congestion on the highways of the Commonwealth. For 2007, \$55.0 million (GF).

► **Increase position level to adequately manage the Dulles Corridor Metrorail Project**

Provides ten additional positions required to adequately staff the final design and construction of the Dulles Metrorail project. For 2007, 10 positions.

► **Add information technology position**

Adds one full-time information technology manager. This position will consolidate three contractual positions. For 2007, one position.

Agency Service Areas:

Rail and Public Transportation Planning, Regulation, and Safety

This service area implements several programs related to rail and public transportation planning, regulation and safety in the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,098,491	\$2,098,491	0.00	0.00
Total for Service Area	\$2,098,491	\$2,098,491	0.00	0.00

Objective: Advance new and improved rail and public transportation services in Virginia through timely and effective planning, public involvement, and the study and dissemination of information on needs and emerging technologies.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely and cost effective completion of studies and planning initiatives	New measure	Complete 90% on time - FY2007 and FY2008

Objective: Serve as an information clearinghouse for safety and security best practices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely completion of safety studies and outreach initiatives.	New measure, no data available. Data will be collected in FY2006.	FY2007 & FY 2008 - 90%

Public Transportation Programs

This service area implements twelve federal and state programs related to supporting public transportation services in the Commonwealth. There are 47 public transportation service providers in Virginia. Services include: commuter rail (Virginia Railway Express), Metrorail, bus transit, and passenger ferry services. Virginia’s public transportation service providers range from some of the largest and fastest growing in the country that are essential to mobility and clean air in urban areas to very small systems that are the only mode of transportation available to some residents in rural areas. Services are operated in most cases by local governments and private nonprofit agencies.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$142,153,206	\$142,153,206	0.00	0.00
Provide revenue from one-third of insurance premiums	\$27,500,000	\$29,100,000	0.00	0.00
Fund 2006 transportation initiatives	\$46,000,000	\$0	0.00	0.00
Total for Service Area	\$215,653,206	\$171,253,206	0.00	0.00

Objective: Assist in managing the growth in traffic congestion in Virginia by increasing public transportation ridership in the urbanized areas of the Commonwealth.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Growth rate in passenger trips on public transportation systems in urbanized areas of the Commonwealth versus the projected growth rate in vehicle miles traveled for urbanized areas.	FY2004 - 166,867,000 passenger trips on transit	FY2007 - 171,873,000 FY2008 - 177,029,000

Objective: Increase mobility in Virginia’s rural areas for people who cannot drive or do not own automobiles to ensure access to basic human services such as employment, medical care, shopping and social activities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Growth rate in passenger trips on public transportation systems in rural areas of the Commonwealth versus the growth rate in population for rural areas.	FY 2004 - 923,000 transit trips in rural areas	FY 2007 - 941,000 FY2008 - 960,000

Commuter Assistance Programs

This service area supports several programs related to mitigating congestion and air pollution by maintaining or increasing the number of people who choose to use alternative transportation modes for commute trips.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,344,000	\$4,344,000	0.00	0.00
Provide additional funding for commuter assistance	\$1,000,000	\$1,000,000	0.00	0.00
Total for Service Area	\$5,344,000	\$5,344,000	0.00	0.00

Objective: Decrease the rate of growth of single occupant vehicle travel in urban areas of Virginia during morning and evening commuting periods

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
The number of vehicle miles of travel saved each year by people utilizing the commuter assistance programs.	FY2004 - 22,077,000	FY2007 - 22,960,000 FY2008 - 23,878,000

Human Service Transportation Programs

This service area implements DRPT's initiatives to support human service transportation programs in the Commonwealth. Human service transportation programs are operated by local government social service agencies or private non-profit human service agencies for the benefit of their clients. These clients are elderly or disabled individuals and economically disadvantaged children who are enrolled to receive publicly funded social services. Human service transportation differs from public transportation in that it is designed to serve the very specific needs of human service agency clients and in most cases, service is restricted to the clients of those agencies who often have no other transportation service available to them. It is not open to the general public.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,583,644	\$3,583,644	0.00	0.00
Total for Service Area	\$3,583,644	\$3,583,644	0.00	0.00

Objective: Improve the quality, reliability and levels of transportation for elderly, disabled, and economically disadvantaged persons in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely procurement and delivery of vehicles for human service transportation programs	New measure	90% of vehicles delivered within 24 months – FY2007 and FY2008

Rail Preservation Programs

This service area implements the Rail Preservation Program. This program provides funding for the preservation and continuation of existing rail service to increase productivity, safety and efficiency of rail transportation logistics in Virginia. This program has become a key component the Governor's initiatives to attract and maintain business in the Commonwealth.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,000,000	\$3,000,000	0.00	0.00
Total for Service Area	\$3,000,000	\$3,000,000	0.00	0.00

Objective: Retain and facilitate rail as a transportation choice on lower volume branch or short lines in rural areas.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Maintain and grow the number of truckload equivalents diverted from Virginia's highways.	FY 2005 – 912,000 truckload equivalents from Virginia's highways.	FY 2007 – 2% increase over baseline FY 2008 – 2% increase over FY2007

Rail Enhancement Programs

This service area provides for the planning and implementation of passenger and freight rail projects in the Commonwealth. This includes projects that are funded through the Rail Enhancement Fund, Virginia Transportation Act of 2000 (VTA 2000) and other state and federal funding programs that may become available.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$700,000	\$700,000	0.00	0.00
<i>Appropriate motor vehicle rental taxes for the Rail Enhancement Fund</i>	\$23,700,000	\$24,200,000	0.00	0.00
<i>Fund 2006 transportation initiatives</i>	\$9,000,000	\$0	0.00	0.00
Total for Service Area	\$33,400,000	\$24,900,000	0.00	0.00

Objective: Retain, Maintain, Improve and Develop railways in Virginia.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of truckload equivalents diverted from Virginia's highways.	New measure, data not available. Data will be collected in FY2006.	FY 2007 – 2% increase over baseline FY 2008 – 2% increase over FY2007
Reduction in minutes of delay to passenger rail caused by railway capacity constraints.	New measure, data not available. Data will be collected in FY2006.	FY 2007 – 5% reduction in total minutes of delay over baseline. FY 2008 – 5% reduction in total minutes of delay over FY2007.

Transportation System Development, Construction, and Program Management

This service area implements the Dulles Corridor Metrorail Project. The project is a new 23-mile Metrorail extension from the existing Orange Line at the East Falls Church station in Fairfax County, Virginia, to Route 772/Ryan Road in Loudoun County, Virginia. The project will be built in two phases. Phase 1 will serve Tysons Corner and Wiehle Avenue in eastern Reston (11 miles, 5 stations). Phase 2 will serve Reston, Herndon, Dulles International Airport and Loudoun County (12 miles, 6 stations). Construction on Phase 1 is estimated to begin by the end of 2006, with a scheduled opening in 2011. Phase 2 is scheduled to open in 2015. Trains will operate downtown along the Orange Line as far east as the Stadium-Armory Station in D.C.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$100,857,376	\$100,857,376	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$46,948	\$46,948	0.00	0.00
<i>Increase appropriation to reflect local revenues</i>	\$65,250,000	\$158,600,000	0.00	0.00
<i>Increase position level to adequately manage the Dulles Corridor Metrorail Project</i>	\$0	\$0	10.00	10.00
Total for Service Area	\$166,154,324	\$259,504,324	18.00	18.00

Objective: Advance the Dulles Corridor Metrorail Project through the federal project development process.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Execute a Full Funding Grant Agreement with FTA for Phase 1 of the Dulles Corridor Metrorail Project by October 2006.	The schedule for execution of a Full Funding Grant Agreement is October 2006.	Execute the Full Funding Grant Agreement by October 2006
Construct Phase 1 of the Dulles Corridor Metrorail Project on-time and on budget.	The schedule and budget for constructing Phase 1 will be established once all federal approvals have been received, a full funding grant agreement has been executed and notice-to-proceed has been provided to the contractor.	FY2007 – keep construction on-time and on budget FY2008 – keep construction on-time and on budget

Administrative and Support Services

This service area provides the human resources and the administrative support functions for DRPT to effectively manage and direct its other service areas.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,161,589	\$4,161,589	35.00	35.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$187,985	\$187,985	0.00	0.00
<i>Add field auditor position</i>	\$63,375	\$84,500	1.00	1.00
<i>Add information technology position</i>	\$0	\$0	1.00	1.00
Total for Service Area	\$4,412,949	\$4,434,074	37.00	37.00

Objective: Administer the financial resources of DRPT in an efficient and effective manner to maximize the services provided by the agency

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Satisfactory audit report from the Auditor of Public Accounts	No material weaknesses; one reportable condition in FY 2004 report	No material weaknesses; no reportable conditions. By FY 2007, the agency will have no findings in its APA Audit report.
Compliance with Department of Accounts standards and measures	No exceptions noted for DRPT in the March 31, 2005 Report	DRPT will have no exceptions reported in the DOA quarterly report.

Objective: Facilitate DRPT employees so that they perform their responsibilities at an appropriate level to successfully manage DRPT programs and projects

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of hours of training for DRPT employees	New Measure	40 hours of training per DRPT employee each year

Department of Transportation

Mission Statement

The Virginia Department of Transportation (VDOT) will plan, develop, deliver, and maintain -- on-time and on-budget -- the best possible transportation system for the traveling public.

Plan – design the network to meet future needs

Develop – provide the engineering and financing expertise to build the network’s assets

Deliver – construct, maintain, and operate the assets

Agency Goals:

- Plan a transportation network that is cost effective, safe, and designed to meet future needs.
- Develop the transportation network with engineering and financial expertise so that it is safe, on-time, and on-budget.
- Deliver and Operate a safe, cost effective, efficient, on-time, and on-budget transportation maintenance program that supports the preservation and integrity of the transportation infrastructure.
- Ensure Financial Accountability through the efficient and effective use of taxpayer dollars.
- Utilize Applied Research and Technology to improve the development, delivery, and maintenance of the transportation infrastructure.
- Promote Environmental Stewardship by Complying with Environmental Laws and Protection of Natural Assets.
- Attract, retain, develop, and utilize an internal and external workforce that is diverse and multi-disciplinary and provided with the necessary resources to meet VDOT business objectives.
- Promote Excellent Customer Service by providing proactive, efficient, and accurate information and responses to the traveling public.

Customers Served:

- Taxpayers – whether they travel by personal vehicle (e.g. auto; motorcycle; truck; recreational vehicle), business vehicle (e.g. company car; company truck), or public transportation (e.g. bus)

Customers Served:

- Motorists – residents making trips for leisure or business travel as well as trips closer to home such as commuting, shopping, and running errands
- Commercial businesses – businesses conducting retail and wholesale commerce
- Users of alternative modes of transportation such as bicyclists and pedestrians traveling to work, home, or for pleasure
- Motor Carriers – long and short haul freight
- Tourists – travelers through the state or to the state for the purpose of vacationing or sight seeing
- Emergency services – police, fire, medical and other emergency service providers
- Public transit agencies and authorities – e.g., bus service providers
- Economic development community – private developers, chambers of commerce
- Government entities – local, state, federal agencies, the Virginia General Assembly

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$140,604,200	\$2,424,622,146	\$2,565,226,346	\$505,806,042	\$2,059,420,304	10,527.00
FY 2004	\$72,929,586	\$2,918,216,792	\$2,991,146,378	\$508,258,396	\$2,482,887,982	10,522.00
FY 2005	\$317,439,911	\$2,879,702,606	\$3,197,142,517	\$560,975,223	\$2,636,167,294	10,504.00
FY 2006	\$185,002,289	\$3,621,701,256	\$3,806,703,545	\$611,221,260	\$3,195,482,285	10,322.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$185,002,289	\$3,621,701,256	\$3,806,703,545	\$622,695,809	\$3,184,007,736	10,322.00
FY 2007 Addenda	\$250,297,711	(\$42,705,657)	\$207,592,054	\$49,723,076	\$157,868,978	-377.00
FY 2007 TOTAL	\$435,300,000	\$3,578,995,599	\$4,014,295,599	\$672,418,885	\$3,341,876,714	9,945.00
FY 2008 Base Budget	\$185,002,289	\$3,621,701,256	\$3,806,703,545	\$622,695,809	\$3,184,007,736	10,322.00
FY 2008 Addenda	(\$27,402,289)	(\$42,705,657)	(\$70,107,946)	\$49,723,076	(\$119,831,022)	-377.00
FY 2008 TOTAL	\$157,600,000	\$3,578,995,599	\$3,736,595,599	\$672,418,885	\$3,064,176,714	9,945.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$0	\$17,877,000	\$17,877,000	\$0	\$17,877,000	0.00
FY 2008 Capital	\$0	\$5,000,000	\$5,000,000	\$0	\$5,000,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$50.0 million (NGF).
- ▶ **Remove insurance premium revenue**
Removes insurance premium revenue. This action was taken to allow a complete analysis of the appropriate level and uses of general fund support for transportation. For each year, a reduction of \$107.6 million (GF).
- ▶ **Remove general fund support for FRAN debt service**
Removes general fund support for the Federal Highway Reimbursement Anticipation Notes (FRAN) debt service. This action was taken to allow a complete analysis of the appropriate level and uses of general fund support for transportation. For each year, a reduction of \$37.4 million (GF).
- ▶ **Transfer funding to the Department of Minority Business Enterprise**
Transfers positions and funding from the agency's Civil Rights Division to the Department of Minority Business Enterprise, as part of the Governor's initiative to create efficiencies for businesses seeking certification. For 2007, a decrease of \$272,319 (NGF) and five positions. For 2008, a decrease of \$272,319 (NGF).

- ▶ **Remove non-VDOT 2005 transportation initiative funding from base budget**
Removes the portion of the 2005 Transportation Initiative attributable to other agencies from the agency's base budget. These balances have been apportioned to the other agencies in 2006 for one-time use. For each year, a reduction of \$92.4 million (NGF).
- ▶ **Provide revenue from one-third of insurance premiums**
Increases funding to reflect the portion of the one-third of the insurance premium tax attributable to automobile insurance premiums being directed to the agency for the Priority Transportation Fund. This funding will be used to cover debt service payments associated with Federal Highway Reimbursement Anticipation Notes. For 2007, \$111.3 million (GF). For 2008, \$117.6 million (GF).
- ▶ **Fund 2006 transportation initiatives**
Provides funds for transportation projects supported by the general fund in the 2006 Transportation Initiative. This funding will minimize the fiscal impact of federal earmarks and allow accelerated implementation of road projects with earmarked federal funding, as well as provide complete funding for several road projects receiving federal funds. For 2007, \$284.0 million (GF).
- ▶ **Reduce number of full-time equivalent positions for the agency**
Reduces the number of full-time equivalent positions which are no longer needed due to improved efficiencies and effectiveness of program delivery by the agency. For 2007, a reduction of 372 positions.

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Fund maintenance reserve**
Provides funds to implement maintenance reserve projects required to allow the continued use of existing facilities. For the biennium, \$10.3 million (NGF).
- ▶ **Construct Starkey and Green Bay Combo buildings**
Increases funding to continue the construction of Combo buildings at the Starkey area headquarters and Green Bay area headquarters. For the biennium, \$1.5 million (NGF).
- ▶ **Construct addition and renovate Lynchburg district auditorium**
Provides funds to continue the construction of an addition and renovation to the Lynchburg district auditorium. For the biennium, \$538,000 (NGF).
- ▶ **Continue umbrella project for Combo buildings**
Increases funding to continue the construction of Combo buildings at the Skiffes Creek area headquarters, Glamorgan area headquarters, the Rumford area headquarters, the Lake Ridge area headquarters, and the Temperanceville area headquarters. For the biennium, \$7.1 million (NGF).
- ▶ **Construct Franklin residency facilities**
Increases funding to continue the construction of the Franklin residency facilities. For the biennium, \$600,000 (NGF).
- ▶ **Construct Gloucester area headquarters office building**
Provides funds to continue the construction of the Gloucester area headquarters office building. For the biennium, \$39,000 (NGF).
- ▶ **Construct Gate City area headquarters facilities**
Increases funding to continue the construction and site work at the Gate City area headquarters facilities. For the biennium, \$912,000 (NGF).
- ▶ **Construct Bent Mountain area headquarters facilities**
Adds funding to continue the construction and site work at the Bent Mountain area headquarters facilities. For the biennium, \$194,000 (NGF).
- ▶ **Construct Rivanna area headquarters facilities**
Provides funds to continue the construction and site work at the Rivanna area headquarters facilities. For the biennium, \$335,000 (NGF).
- ▶ **Construct northern Virginia district office building and other facilities**
Provides additional funding to continue the construction of the northern Virginia district office building and relocation of maintenance facilities. For the biennium, \$200,000 (NGF).
- ▶ **Upgrade central office generator**
Provides funds to continue the upgrade of the central office generator. For the biennium, \$1.2 million (NGF).

Agency Service Areas:

Environmental Monitoring and Compliance for Highway Projects

This service area coordinates efforts to evaluate, monitor and maintain the quality of the state’s natural resources as part of a balanced consideration of environmental and transportation needs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,734,317	\$11,734,317	62.00	62.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$300,301	\$300,301	0.00	0.00
Total for Service Area	\$12,034,618	\$12,034,618	62.00	62.00

Objective: To monitor, maintain and evaluate the quality of the state’s natural resources as part of a balanced consideration of environmental and transportation needs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Initiation of the State Environmental Review Process (SERP) by begin date	Number of projects initiated after the scheduled begin dates for Code 18 Early Notification (SERP).	Initiate 80% of Early Notifications for SERP by the begin date.

Environmental Monitoring Program Management and Direction

Activities related to the management and direction of the program. Adequate and effective management and direction is critical to the success of the program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,751,706	\$4,751,706	58.00	58.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$280,928	\$280,928	0.00	0.00
Total for Service Area	\$5,032,634	\$5,032,634	58.00	58.00

Objective: To provide leadership and support to enable effective program execution

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To provide management and direction within budget	This is a new measure. Baseline will be established using FY 2007 data.	Within budget

Ground Transportation System Planning

Lead efforts to plan a comprehensive system of ground transportation, including the planning of particular ground transportation projects through surveying, mapping and studies. These studies are the basis for decisions on proposed highway plans, programs and projects, as well as other travel modes and routes throughout Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$22,916,289	\$22,916,289	106.00	106.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$513,419	\$513,419	0.00	0.00
Total for Service Area	\$23,429,708	\$23,429,708	106.00	106.00

Objective: Achieve a 90% on-time response rate for Location and Design and Environmental (internal customers) traffic requests needed to support project development and project design.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of traffic requests completed by requested date	The three year average for completing traffic requests is 80%	90% FY 2006

Ground Transportation System Research

Efforts devoted to the planning and delivery of a comprehensive ground transportation research, development, consulting and technology transfer program covering the areas of transportation system operations, maintenance, structural design and construction, materials and specifications, safety, environmental stewardship, knowledge management, finance and policy.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,156,035	\$3,156,035	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$29,061	\$29,061	0.00	0.00
Total for Service Area	\$3,185,096	\$3,185,096	6.00	6.00

Objective: Provide at least a 15% return over and above the investment in research.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cost savings or cost avoidance to VDOT in construction, maintenance or program administration and to motorists due to reduced congestion or increased safety attributable to VTRC research	This is a new measure; therefore, a baseline will be set when data is collected in FY 2006.	\$11.0 million

Ground Transportation Program Management and Direction

Activities related to the management and direction of the program. Adequate and effective management and direction is critical to the success of the program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,724,651	\$2,724,651	26.00	26.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$125,934	\$125,934	0.00	0.00
Total for Service Area	\$2,850,585	\$2,850,585	26.00	26.00

Objective: To provide leadership and support to enable effective program execution.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To provide management and direction within budget	This is a new measure, therefore a baseline will be established using FY 2007 data..	Within budget

Dedicated and Statewide Construction

To acquire land for, prepare detailed plans for, and construct roads of the dedicated and statewide highway system construction programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$661,537,899	\$661,537,899	253.00	253.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,225,425	\$1,225,425	0.00	0.00
<i>Remove insurance premium revenue</i>	(\$107,562,000)	(\$107,562,000)	0.00	0.00
<i>Remove non-VDOT 2005 transportation initiative funding from base budget</i>	(\$92,428,733)	(\$92,428,733)	0.00	0.00
<i>Fund 2006 transportation initiatives</i>	\$142,000,000	\$0	0.00	0.00
<i>Reduce number of full-time equivalent positions for the agency</i>	\$0	\$0	-10.00	-10.00
Total for Service Area	\$604,772,591	\$462,772,591	243.00	243.00

Objective: Complete construction projects on-time and on-budget.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Construction Project Delivery	In FY05, 74% of construction projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-budget Maintenance Project Delivery	In FY05, construction projects completed on-budget were 81%. FY06 data is not available at this time.	80% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Interstate Construction

To acquire land for, prepare detailed plans for, and construct roads of the interstate highway system construction programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$471,558,546	\$471,558,546	223.00	223.00
Transfer centrally funded amounts to agency budgets	\$1,080,118	\$1,080,118	0.00	0.00
Fund 2006 transportation initiatives	\$46,000,000	\$0	0.00	0.00
Reduce number of full-time equivalent positions for the agency	\$0	\$0	-9.00	-9.00
Total for Service Area	\$518,638,664	\$472,638,664	214.00	214.00

Objective: Complete interstate highway projects on-time and on-budget.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Construction Project Delivery	In FY05, 74% of construction projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-time Maintenance Project Delivery	In FY05, construction projects completed on-budget were 81%. FY06 data is not available at this time.	80% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Primary Construction

To acquire land for, prepare detailed plans for, and construct roads of the primary highway system construction programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$233,129,767	\$233,129,767	511.00	511.00
Transfer centrally funded amounts to agency budgets	\$2,475,068	\$2,475,068	0.00	0.00
Fund 2006 transportation initiatives	\$81,000,000	\$0	0.00	0.00
Reduce number of full-time equivalent positions for the agency	\$0	\$0	-20.00	-20.00
Total for Service Area	\$316,604,835	\$235,604,835	491.00	491.00

Objective: Complete primary highway projects on-time and on-budget.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Construction Project Delivery	In FY05, 74% of construction projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-budget Maintenance Project Delivery	In FY05, construction projects completed on-budget were 81%. FY06 data is not available at this time.	80% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Secondary Construction

To acquire land for, prepare detailed plans for, and construct roads of the secondary highway system construction programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$230,995,584	\$230,995,584	727.00	727.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$3,521,280	\$3,521,280	0.00	0.00
<i>Reduce number of full-time equivalent positions for the agency</i>	\$0	\$0	-29.00	-29.00
Total for Service Area	\$234,516,864	\$234,516,864	698.00	698.00

Objective: Complete secondary highway projects on-time and on-budget.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Construction Project Delivery	In FY05, 74% of construction projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-budget Maintenance Project Delivery	In FY05, construction projects completed on-budget were 81%. FY06 data is not available at this time.	80% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Urban Construction

To acquire land for, prepare detailed plans for, and construct roads of the urban highway system construction programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$184,412,781	\$184,412,781	348.00	348.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,685,565	\$1,685,565	0.00	0.00
<i>Fund 2006 transportation initiatives</i>	\$15,000,000	\$0	0.00	0.00
<i>Reduce number of full-time equivalent positions for the agency</i>	\$0	\$0	-14.00	-14.00
Total for Service Area	\$201,098,346	\$186,098,346	334.00	334.00

Objective: Complete urban highway projects on-time and on-budget.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Construction Project Delivery	In FY05, 74% of construction projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-budget Maintenance Project Delivery	In FY05, construction projects completed on-budget were 81%. FY06 data is not available at this time.	80% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Highway Construction Program Management

Activities related to the management and direction of the program. Adequate and effective management and direction is critical to the success of the program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$92,254,894	\$92,254,894	1,014.00	1,014.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$4,911,385	\$4,911,385	0.00	0.00
<i>Transfer funding to the Department of Minority Business Enterprise</i>	(\$272,319)	(\$272,319)	-5.00	-5.00
<i>Reduce number of full-time equivalent positions for the agency</i>	\$0	\$0	-414.00	-414.00
Total for Service Area	\$96,893,960	\$96,893,960	595.00	595.00

Objective: To provide leadership and support to enable effective program execution.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To provide management and direction within budget	This is a new measure. Baseline will be established using FY 2007 data.	Within budget

Interstate Maintenance

Preserves the public's investment through the delivery of an effective and efficient statewide maintenance program to protect and enhance the transportation infrastructure and the safety of the traveling public.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$156,146,722	\$156,146,722	544.00	544.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$2,635,375	\$2,635,375	0.00	0.00
<i>Reduce number of full-time equivalent positions for the agency</i>	\$0	\$0	-172.00	-172.00
Total for Service Area	\$158,782,097	\$158,782,097	372.00	372.00

Objective: Preserve and enhance the safety, structural integrity, functionality, ride, and aesthetics of Virginia's roadways on a sustainable life cycle basis by utilizing sound investments, innovative techniques, and best practices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Maintenance Project Delivery	In FY05, 74% of maintenance projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-budget Maintenance Project Delivery	In FY05, maintenance projects completed on-budget were 81%. FY06 data is not available at this time.	90% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Primary Maintenance

Preserves the public's investment through the delivery of an effective and efficient statewide maintenance program to protect and enhance the transportation infrastructure and the safety of the traveling public.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$257,946,718	\$257,946,718	1,164.00	1,164.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$5,638,929	\$5,638,929	0.00	0.00
<i>Reduce number of full-time equivalent positions for the agency</i>	\$0	\$0	-20.00	-20.00
Total for Service Area	\$263,585,647	\$263,585,647	1,144.00	1,144.00

Objective: Preserve and enhance the safety, structural integrity, functionality, ride, and aesthetics of Virginia's roadways on a sustainable life cycle basis by utilizing sound investments, innovative techniques, and best practices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Maintenance Project Delivery	In FY05, 74% of maintenance projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-budget Maintenance Project Delivery	In FY05, maintenance projects completed on-budget were 81%. FY06 data is not available at this time.	90% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Secondary Maintenance

Preserves the public's investment through the delivery of an effective and efficient statewide maintenance program to protect and enhance the transportation infrastructure and the safety of the traveling public.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$434,300,460	\$434,300,460	2,339.00	2,339.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$11,331,147	\$11,331,147	0.00	0.00
Total for Service Area	\$445,631,607	\$445,631,607	2,339.00	2,339.00

Objective: Preserve and enhance the safety, structural integrity, functionality, ride, and aesthetics of Virginia's roadways on a sustainable life cycle basis by utilizing sound investments, innovative techniques, and best practices.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Maintenance Project Delivery	In FY05, 74% of maintenance projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 have not been determined at this time.
On-budget Maintenance Project Delivery	In FY05, maintenance projects completed on-budget were 81%. FY06 data is not available at this time.	90% on-budget target for FY 2006. Targets for FY07 have not been determined at this time.

Transportation Operations Services

Improve mobility, safety, travel time reliability and security on the transportation system through the deployment of a variety of operational strategies including regional smart traffic centers, emergency services, traveler services, congestion management and traffic signalization optimization.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$135,759,368	\$135,759,368	358.00	358.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,734,309	\$1,734,309	0.00	0.00
Total for Service Area	\$137,493,677	\$137,493,677	358.00	358.00

Objective: Improve highway operational performance for non-recurring delay.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Clearance of incidents from roadways	This is a new measure, therefore a baseline will be set when data is collected in FY 2006.	90% percent of all incidents cleared within 90 minutes (Preliminary measure - statewide) target for FY 2006.

Highway Maintenance Program Management and Direction

Activities related to the management and direction of the program. Adequate and effective management and direction is critical to the success of the program.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$96,045,542	\$96,045,542	1,197.00	1,197.00
Transfer centrally funded amounts to agency budgets	\$5,798,798	\$5,798,798	0.00	0.00
Reduce number of full-time equivalent positions for the agency	\$0	\$0	-57.00	-57.00
Total for Service Area	\$101,844,340	\$101,844,340	1,140.00	1,140.00

Objective: To provide leadership and support to enable effective program execution.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To provide management and direction within budget	This is a new measure; therefore a baseline will be established using FY 2007 data..	Within budget

Toll Facility Acquisition and Construction

To provide efforts to acquire, construct, and renovate ground transportation toll facilities. Revenues collected from toll facilities contribute to Virginia's safe and effective transportation system. Currently, there are eight toll facilities in Virginia: George P. Coleman Toll Facility, Elizabeth River Tunnel, Dulles Toll Road, Dulles Greenway, Chesapeake Bay Bridge-Tunnel, Chesapeake Expressway, Downtown Expressway, and Powhite Parkway Extension Toll Road. However, of these, only three are owned and operated by VDOT: Powhite Parkway Extension Toll Road in Chesterfield County, Dulles Toll Road in Northern Virginia, and George P. Coleman Bridge in Gloucester County. The remaining five toll facilities are privately owned.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,828,000	\$9,828,000	0.00	0.00
Total for Service Area	\$9,828,000	\$9,828,000	0.00	0.00

Objective: Initiate, build and complete Toll Facility Construction projects according to the Commonwealth Transportation Board's six-year improvement plan.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time Construction Project Delivery	In FY05, 74% of construction projects were completed on-time. FY06 data is not available at this time.	65% on-time target for FY 2006. Targets for FY07 will be determined by Q3 FY06
On-budget Maintenance Project Delivery	In FY05, construction projects completed on-budget were 81%. FY06 data is not available at this time.	80% on-budget target for FY 2006. Targets for FY07 will be determined by Q3 FY06.

Toll Facility Debt Service

In order to construct needed highway facilities earlier than would be possible with traditional funding sources and without general tax increases, toll facilities have, when practical, been funded through the issuance of bonds. The bond indentures for the toll facilities require the Commonwealth Transportation Board (CTB) to set toll rates for all classes of vehicles which will provide sufficient net revenues to meet the facility's obligations. Toll Roads are typically constructed with debt financing and the subsequent toll collection revenues are used for debt service payments. The three state owned facilities that are currently collecting tolls to pay debt service are: Dulles in Northern Virginia, the Powhite Parkway Extension in Richmond, and the George P. Coleman Bridge located between Gloucester and York Counties.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$20,941,400	\$20,941,400	0.00	0.00
Total for Service Area	\$20,941,400	\$20,941,400	0.00	0.00

Objective: To execute bond transactions that achieve better favorable yields than prevailing rates then in effect for toll-supported debt programs issued by the service area.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To verify that benchmarking yields realized, against market indices, are higher on average than what the Commonwealth will pay as a AAAA Bond-Rated state.	This is a new performance measure. Data will be collected going forward on new issues beginning July 1, 2005.	Average variance over the three-year period (7/1/05 - 6/30/08) will be within 20 basis points (a basis point is one one hundredth of a percent) for appropriation-backed debt (toll-supported).

Toll Facility Maintenance And Operation

The Virginia Department of Transportation currently operates four toll facilities located in the Commonwealth – the George P. Coleman Bridge, Dulles Toll Road, the Powhite Parkway Extension Toll Road and the Pocahontas Parkway Toll Road. All operating costs associated with that facility are to be paid out of the revenues generated by that facility. Customer service and toll collection are Toll Facilities main operations. When revenues are insufficient to pay operating costs, the Toll Facility Revolving Fund can be utilized.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$25,874,600	\$25,874,600	142.00	142.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$687,788	\$687,788	0.00	0.00
Total for Service Area	\$26,562,388	\$26,562,388	142.00	142.00

Objective: To reduce number of non-payment of toll incidents in order to maximize the amount of money available to fund maintenance and operational expenses.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
To ensure collections from violations for refusing to pay the required toll.	No baseline data is available at this time. The Integrated Statewide Electronic Toll Customer Service and Violation Enforcement System is due to be installed in August or September 2006.	Once operational, actual data will be used to set an appropriate target.

Toll Facilities Revolving Fund

The Toll Facilities Revolving Account was established as a method to finance and/or refinance existing and potential toll facilities. Interest earnings on the Construction Fund and Highway Maintenance and Operating Fund are deposited in this account. Funds allocated from the Toll Facilities Revolving Account intended for planned or operating toll facilities are considered advance funding in which the Toll Facilities Revolving Account must be reimbursed. The Toll Facilities Revolving service area is responsible for the oversight and distribution of this fund.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,327,600	\$5,327,600	0.00	0.00
Total for Service Area	\$5,327,600	\$5,327,600	0.00	0.00

Objective: To reduce the reliance on the Toll Facility Revolving Fund for operating costs to Toll Facilities.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Reduce the amount of fund that is used for Toll Facility Operating Expenses	Of the current outstanding loan balance of \$155.5 million, approximately \$28.8 million (18%) was borrowed for operating expenses.	Less than 18% of the total loan balance for the Toll Facility Revolving Fund should be used for Toll Facility Operating expenses. It is preferable to reserve this fund for construction needs of the program.

Financial Assistance for City Road Maintenance

Provide monetary support to localities for capital improvements and/or maintenance of roads and/or transportation facilities.

Direct financial assistance is provided to 81 cities and towns to maintain, operate, and improve their arterial and collector roads and local streets. Financial assistance for city roads is funded from non-general fund revenues from the Highway Maintenance and Operating (HMO) fund. The level of assistance to the respective local governments for maintenance expenditures is based on the number of qualifying lane-miles in each locality and available funding. The distribution is limited to the total amount provided in the annual appropriation for the Service Area.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$245,617,900	\$245,617,900	0.00	0.00
Total for Service Area	\$245,617,900	\$245,617,900	0.00	0.00

Objective: To make quarterly payments to localities on-time.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely payment to localities.	95% of Quarterly payments should be made on time.	98% of the locality's allocation for City Road Maintenance is to be paid by the end of the quarter.

Financial Assistance for County Road Maintenance

Provide monetary support in lieu of maintenance to localities for road construction and upkeep where such localities have elected to maintain their own systems.

Financial assistance for maintenance of county roads is funded from non-general fund revenues from the Highway Maintenance and Operating (HMO) fund.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$39,310,500	\$39,310,500	0.00	0.00
Total for Service Area	\$39,310,500	\$39,310,500	0.00	0.00

Objective: To make quarterly payments to localities on-time.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Timely payment to localities.	95% of Quarterly payments should be made on-time.	At least 98% of the locality's allocation for City Road Maintenance is to be paid by the end of the quarter.

Financial Assistance for Planning, Access Roads, and Special Projects

The Financial Assistance for Planning, Access Roads, and Special Projects service area manages and distributes funding for recreational and industrial access projects. The Recreational Access Program provides funding for roads and bikeways to new or expanding non-federal, non-commercial public parks and historic sites. The annual appropriation for the Recreational Access Program is currently \$1.5 million. Access roads for qualifying airports and industrial sites, and access tracks for qualified rail users are provided through VDOT’s Industrial, Airport, and Rail Access Fund, which is currently funded through a \$5.5 million annual appropriation. Although funding for the Rail Industrial Access Program comes from this Fund, the program is administered by the Department of Rail and Public Transportation (DRPT). This service area is only responsible for making vendor payments that are related to the construction or improvement of railroad tracks necessary for access to industrial sites. These programs are of great significance due to their impact on Virginia’s economic development. This Service Area also provides for Metropolitan Planning Grants where federal funds are made available to support activities undertaken by Metropolitan Planning Organization (MPOs) to develop long-range transportation plans and transportation improvement programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$18,283,700	\$18,283,700	0.00	0.00
Total for Service Area	\$18,283,700	\$18,283,700	0.00	0.00

Objective: To provide federal funds due to localities under the Metro Planning Grant program in a timely manner to avoid any financial hardship to the locality.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Days required to provide federal reimbursements to Metropolitan Planning Organizations (MPOs)	In accordance with the Commonwealth of Virginia’s prompt pay act, it is the expectation that the agency pays these invoices within 30 days of receipt.	Payments will be made within the defined timeframe 95% of the time.

Financial Assistance for Local Transportation Project Management

The service area provides support to localities for assuming responsibility of the management and administration of certain transportation projects within the locality.

This service area encourages localities to take over highway construction contract and project management through a Local Partnership Fund created for fiscal year 2006, by the General Assembly.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,700,000	\$10,700,000	0.00	0.00
Total for Service Area	\$10,700,000	\$10,700,000	0.00	0.00

Objective: To maximize the number of localities participating in this program.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percentage of localities participating in the program.	The program becomes effective July 1, 2005. Therefore the baseline will be established following the first year of implementation	

Objective: To provide all funds made available through the Local Partnership Legislation to the localities that have qualifying projects.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Utilization of program funds.	The program becomes effective July 1, 2005. Therefore the baseline will be established following the first year of implementation.	By the end of the first year of implementation, the department will evaluate the level of commitment for the \$40 million, and establish an appropriate target at that time.

Highway Transportation Improvement District Debt Service

The General Assembly has periodically enacted legislation providing for the issuance of bonds to finance the cost of constructing or improving critical transportation facilities. The Revenue Bond Act, §33.1-267 et. al. of the Code of Virginia, along with other specific bond legislation, provides the Commonwealth Transportation Board (the “Board” or “CTB”) the statutory authority to issue transportation revenue bonds for specific transportation projects cited in the Code and to provide for the payment of debt service.

In 1987, the Virginia General Assembly gave localities the go-ahead to create special tax districts to finance transportation improvements. In 1988 the Boards of Supervisors for Fairfax and Loudoun Counties each approved a petition from Route 28 landowners to form the first transportation improvement district in the Commonwealth, the State Route 28 Highway Transportation Improvement District (the “District”). A special tax levy of twenty cents per one hundred dollars of assessed fair market value on all commercial and industrial zoned property inside the District is used to pay debt service for bonds issued to partially fund construction of Route 28 improvements. An initial phase of improvements was completed in 1991 that widen the route from a 14-mile two-lane road to six lanes and constructed three above grade interchanges.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$47,528,100	\$47,528,100	0.00	0.00
Total for Service Area	\$47,528,100	\$47,528,100	0.00	0.00

Objective: To execute bond transactions that on average achieve better favorable yields than prevailing rates then in effect for non-toll supported debt programs issued by the service area.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Benchmarking yields against market indices.	This is a new performance measure. Data will be collected going forward on new issues beginning July 1, 2005.	Average variance over the three-year period (7/1/05 – 6/30/08) will be within 20 basis points for appropriation-backed debt (non-toll supported).

Designated Highway Corridor Debt Service

The General Assembly has periodically enacted legislation providing for the issuance of bonds to finance the cost of constructing or improving critical transportation facilities. The Revenue Bond Act, §33.1-267 et. al. of the Code of Virginia, along with other specific bond legislation, provide the Commonwealth Transportation Board the statutory authority to issue transportation revenue bonds for specific transportation projects cited in the Code and to provide for the payment of debt service.

Since 1988, the Commonwealth Transportation Board has issued transportation revenue bonds for the Route 28 Transportation Improvement District, the U.S. Route 58 Corridor Development Program, the City of Chesapeake Oak Grove Connector Project, and the Northern Virginia Transportation District (NVTD) Program. The NVTD Program is comprised of the Fairfax County Parkway, Route 234 Manassas Bypass, Route 7 Improvements, and Metro Capital Improvements including the Franconia-Springfield Metrorail Station.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$63,037,907	\$63,037,907	0.00	0.00
Total for Service Area	\$63,037,907	\$63,037,907	0.00	0.00

Objective: To execute bond transactions that on average achieve better favorable yields than prevailing rates then in effect for non-toll supported debt programs issued by the service area.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Benchmarking yields against market indices	This is a new performance measure. Data will be collected going forward on new issues beginning July 1, 2005.	Average variance over the three-year period (7/1/05 – 6/30/08) will be within 20 basis points for appropriation-backed debt (non-toll supported).

Federal Highway Revenue Anticipation Notes Debt Service

The Commonwealth Transportation Board began issuing Federal Highway Reimbursement Anticipation Notes in 2000. The proceeds of the notes are used to finance various transportation projects throughout the Commonwealth pursuant to the Virginia Transportation Act of 2000 and to pay issuance costs and other financing expenses of the notes. The Act authorizes the Transportation Board to issue from time to time, by and with the consent of the Governor of Virginia, Commonwealth of Virginia Federal Highway Reimbursement Anticipation Notes (FRANs) to provide a portion of the financing for approximately \$1.9 billion in Commonwealth transportation projects. No more than \$1.2 billion in FRANs may be outstanding at any time, exclusive of FRANs issued to pay financing expenses. The General Assembly may from time to time designate additional projects to be financed by FRANs and/or increase the authorized outstanding aggregate principal amount of FRANs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$144,867,011	\$144,867,011	0.00	0.00
Remove general fund support for FRAN debt service	(\$37,440,289)	(\$37,440,289)	0.00	0.00
Provide revenue from one-third of insurance premiums	\$111,300,000	\$117,600,000	0.00	0.00
Total for Service Area	\$218,726,722	\$225,026,722	0.00	0.00

Objective: To execute bond transactions that on average achieve better favorable yields than prevailing rates then in effect for non-toll supported debt programs issued by the service area.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Benchmarking yields against market indices	This is a new performance measure. Data will be collected going forward on new issues beginning July 1, 2005.	Average variance over the three-year period (7/1/05 – 6/30/08) will be within 20-30 basis points for appropriation-backed debt (non-toll supported).

General Management and Direction

Provides administrative management, direction and support for tasks including, but not limited to, accounting services, human resources, succession planning, security and emergency services health and safety services, procurement, facilities management, management studies, policy analysis, process improvements, performance management, internal auditing, innovative financing, financial planning services and oversight of compensation programs for all VDOT employees.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$88,148,527	\$88,148,527	1,016.00	1,016.00
Transfer centrally funded amounts to agency budgets	\$4,916,231	\$4,916,231	0.00	0.00
Reduce number of full-time equivalent positions for the agency	\$0	\$0	373.00	373.00
Total for Service Area	\$93,064,758	\$93,064,758	1,389.00	1,389.00

Objective: Ensure compliance with DOA guidelines and audits

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Prompt Pay Compliance	96%	95%
Audit Findings	Audit Reports	Receive satisfactory or better marks on financial audits (100%?)
Reconciliation of Internal Accounting System to the Statewide	92% compliance	90% compliance within DOA-scheduled due dates

Objective: Attract and retain a talented, diverse, multidisciplinary workforce.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Diversity Outreach Activities	This is a new program, a baseline will be set when data is collected in FY 2006.	5 Activities
Number of initiatives created based on feedback from employee survey	New Program – No baseline established	3 initiatives

Objective: Attract ready, willing, and able external DBE firms

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Annual FHWA DBE Goal	11.2%	11.53%

Information Technology Services

Provides administrative management, direction and infrastructure support for tasks including, but not limited to, automated data processing services for citizens and visitors to the Commonwealth, Virginia’s legislative bodies, other state and local government agencies as well as its own Department of Transportation employees.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$65,442,819	\$65,442,819	87.00	87.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$421,391	\$421,391	0.00	0.00
Total for Service Area	\$65,864,210	\$65,864,210	87.00	87.00

Objective: Provide information technology solutions on-time and on-budget in support of identified business needs.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On-time and on-budget delivery of major information technology projects	In FY05, 5 out of 6 major IT projects were completed on-time and within budget. This identifies 83% of VDOT’s major IT projects as delivered on-time and on-budget.	For the 2006-2008 biennium, the target percentage completion is set at 80%.

Facilities and Grounds Management Services

Performs Physical Plant maintenance work considered ordinary or routine nature, generally associated with labor, equipment and materials like those used during minor repairs to the interior and exterior of a building; minor repairs to utilities such as plumbing, heating, and electrical; and the maintenance of driveways, parking lots, and yards. The service area also funds small renovation/alteration projects that cost no more than \$10,000.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,247,400	\$11,247,400	88.00	88.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$426,234	\$426,234	0.00	0.00
Total for Service Area	\$11,673,634	\$11,673,634	88.00	88.00

Objective: Maintain safe, secure and functioning facilities, through equitable distribution of the agency’s Physical Plant budget

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Equity of Physical Plant Budget Distribution	The industry standard for the cost per square foot to maintain an office building for one year.	100% of the per square foot rate to maintain commercial property, by building type, as dictated by industry
Dollar value of Deferred Building Maintenance	The prior year's Deferred Maintenance Costs for VDOT Buildings	A 1% reduction per annum of the deferred maintenance cost attributable to VDOT's administrative, operational and storage buildings Does not appear appropriate for physical plant – small projects under \$10k.

Employee Training and Development

Provides Employee Training and Development for VDOT. This support ranges from traditional classroom training and development activities to tuition reimbursement. Other activities include Learning Management System (LMS) administration; self-directed learning; supervisory, management, and executive leadership programs; engineering development programs; and scholar and intern programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$11,176,802	\$11,176,802	53.00	53.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$256,709	\$256,709	0.00	0.00
Total for Service Area	\$11,433,511	\$11,433,511	53.00	53.00

Objective: Plan, direct and coordinate Agency employee training and development.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of Individual Development Profiles (IDPs) populated in the Virtual University	This is a new program, a baseline will be set when data is collected in FY 2006.	Three
Capture all employee training and development costs in one budget	Estimated at 90%	99% of all costs will be in single consolidated budget

Motor Vehicle Dealer Board

Mission Statement

The Motor Vehicle Dealer Board will administer sections of the Commonwealth's Motor Vehicle Dealer Laws and regulations as charged; promote the best interests of both the automotive consumer and dealer body; and process all motor vehicle related complaints promptly and professionally; while providing a high level of customer service.

Agency Goals:

- Provide a high level of customer service.
- Promote the interest of both the automotive consumer and the dealer body.
- Administer sections of the Commonwealth's Motor Vehicle Dealer Laws and regulations, as charged.

Customers Served:

- Commonwealth of Virginia Motor Vehicle Dealer Community
- Commonwealth of Virginia Motor Vehicle Consumer

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$1,350,468	\$1,350,468	\$1,412,363	(\$61,895)	22.00
FY 2004	\$0	\$1,333,366	\$1,333,366	\$1,265,610	\$67,756	22.00
FY 2005	\$0	\$1,810,100	\$1,810,100	\$1,253,813	\$556,287	22.00
FY 2006	\$0	\$1,826,200	\$1,826,200	\$1,289,013	\$537,187	22.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$1,826,200	\$1,826,200	\$1,435,798	\$390,402	22.00
FY 2007 Addenda	\$0	\$111,389	\$111,389	\$111,389	\$0	0.00
FY 2007 TOTAL	\$0	\$1,937,589	\$1,937,589	\$1,547,187	\$390,402	22.00
FY 2008 Base Budget	\$0	\$1,826,200	\$1,826,200	\$1,435,798	\$390,402	22.00
FY 2008 Addenda	\$0	\$111,389	\$111,389	\$111,389	\$0	0.00
FY 2008 TOTAL	\$0	\$1,937,589	\$1,937,589	\$1,547,187	\$390,402	22.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$111,389 (NGF).

Agency Service Areas:

Consumer Assistance

Motor vehicle dealer board staff receives and respond to nearly 5000 complaints annually concerning the conduct of persons and businesses licensed by the Board. Staff also monitors dealer advertising to ensure compliance with Virginia Code to ensure truth in advertising. In extreme cases, the Board, in conjunction with staff, dispenses disciplinary action when appropriate.

The Motor Vehicle Dealer Board also administers the Transaction Recovery Fund for consumers that have proven, via a circuit court ruling, that they were defrauded by a Virginia dealer licensed by the Board. During FY05, Dealer Board staff dispensed nearly \$80,750.00 from the Transaction Recovery Fund to 12 consumers defrauded by Commonwealth of Virginia dealers.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$181,772	\$181,772	3.00	3.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$13,682	\$13,682	0.00	0.00
Total for Service Area	\$195,454	\$195,454	3.00	3.00

Objective: Decrease Consumer Correspondence Response Time

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of all email correspondence responded to within 3 business days.	96%	98%

Objective: Decrease Transaction Recovery Payout Cycle Time

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Transaction Recovery Fund claims processed internally within 5 days of receiving assignment of claimants rights.	New Measure. Baseline to be established in FY2006.	100%

Motor Vehicle Dealer and Salesman Regulation

The primary focus of the Board is to license and regulate the nearly 4000-combined franchise (new) automobile dealers and independent (used) automobile dealers within the Commonwealth of Virginia. These dealers have a combined total workforce of approximately 23,000 licensed salespersons. As part of the licensing process, the Board also issues dealer license plates and renewal decals as directed by DMV. In a typical year, the agency will process over 3,200 dealer-related license transactions, over 20,500 salesperson license transactions, and issue over 36,000 dealer tags.

Organizationally, the Board staff is divided into two functional areas: Field Operations and Headquarters Operations. The field operations consist of a supervisor and eleven field representatives who work out of their "home-offices" located throughout the Commonwealth. Educating dealers and salespersons is the primary focus of the field representatives. However, enforcement becomes necessary only after continued, blatant disregard for laws.

By the end of FY05, Motor Vehicle Dealer Board field representatives had performed a total of 2,814 Commonwealth dealership inspections. 342 of those inspections resulted in violation notices being posted to the dealership, and 27 of those violation notices resulted in informal or formal hearings being conducted.

Also, during the FY05 period, Motor Vehicle Dealer staff identified 197 advertising violations placed by dealerships in print, by web, or by airwaves. Once identified, Board staff makes direct contact by phone with the responsible dealership staff and explains the violation. The purpose of the telephone call is to educate the dealership concerning the advertising code section and give the dealership the opportunity to correct its mistake. Further advertising violations result in stiffer penalties. During this same period, Board staff issued 27 violation letters and collected \$500.00 in civil penalties.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$881,616	\$881,616	14.00	14.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$63,328	\$63,328	0.00	0.00
Total for Service Area	\$944,944	\$944,944	14.00	14.00

Objective: Decrease Salesperson Application Processing Time

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of salesperson applications processed within 4 working days.	Revised measure. New baseline to be established in FY2006.	99%

Objective: Reduce Original (New) Dealership Inspection Timeframe

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of original (opening) dealerships inspected within 30 days of internal IS12 submission.	64% (FY2005)	90%

Objective: Reduce Appeal Processing Timeframe

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of appeal hearing conferences conducted within 45 days of appeal requests.	New Measure. Baseline to be established in FY2006.	90%

Objective: Implement Dealership Inspection Schedule

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of all Commonwealth dealers randomly inspected per fiscal period beginning in FY06.	New measure. Baseline to be established in FY2006.	50%

Objective: Increase Field Inspection Liaison Contacts

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Number of field operation liaison visits with zoning officials and law enforcement agencies per fiscal period.	New Measure. Baseline to be established in FY2006.	110

Administrative Services

The Motor Vehicle Dealer Board has two core business functions commissioned under the Administrative Service area. These core business functions are outlined below. Each core business function has associated process that serves as the service area base structure that supports the global agency mission, and establishes the internal operating framework.

- Board Administration
 - Board Correspondence
 - Meeting Management
- Operations
 - Facilities
 - Legal
 - Staff
 - Interagency Processing
 - Information Technology

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$762,812	\$762,812	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$34,379	\$34,379	0.00	0.00
Total for Service Area	\$797,191	\$797,191	5.00	5.00

Objective: Automate MVDB Core Business Functions

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of existing internal (paper) dealer records scanned, imaged, and verified by end of FY08.	New Measure. Baseline to be established in FY2006.	100%

Objective: To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Percent of Governor's Management Scorecard categories marked as meets expectation for the agency	80% (FY2005)	100%

Virginia Port Authority

Mission Statement

• The Virginia Port Authority (VPA) shall foster and stimulate the commerce of the Ports of the Commonwealth, promote the shipment of goods and cargoes through the ports, secure necessary improvements of navigable tidal waters within the Commonwealth and, in general, perform any act or function which may be useful in developing, improving, or increasing the commerce, both foreign and domestic, of the Ports of the Commonwealth.

Agency Goals:

- To foster and stimulate commerce of the Commonwealth's ports.
- To promote the shipment of goods.
- To secure necessary navigable tidal waters.
- To develop, improve, or increase commerce of the Commonwealth's ports.

Customers Served:

- Shiplines
- Importers/Exporters
- Intermodal Customers
- General Public (VA population based on US 2000 consensus data)
- International Freight Forwarders/Custom House Brokers
- Other Members of Maritime Community
- Virginia Port Authority Departments
- Governmental Agencies and Organizations
- Terminal Operators
- Localities

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$47,669,841	\$47,669,841	\$9,208,385	\$38,461,456	136.00
FY 2004	\$0	\$48,998,896	\$48,998,896	\$9,208,385	\$39,790,511	136.00
FY 2005	\$0	\$59,793,411	\$59,793,411	\$9,520,830	\$50,272,581	140.00
FY 2006	\$0	\$65,291,206	\$65,291,206	\$9,837,875	\$55,453,331	145.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$65,291,206	\$65,291,206	\$10,023,210	\$55,267,996	145.00
FY 2007 Addenda	\$0	\$12,656,110	\$12,656,110	\$1,373,993	\$11,282,117	22.00
FY 2007 TOTAL	\$0	\$77,947,316	\$77,947,316	\$11,397,203	\$66,550,113	167.00
FY 2008 Base Budget	\$0	\$65,291,206	\$65,291,206	\$10,023,210	\$55,267,996	145.00
FY 2008 Addenda	\$0	\$14,483,740	\$14,483,740	\$2,342,411	\$12,141,329	22.00
FY 2008 TOTAL	\$0	\$79,774,946	\$79,774,946	\$12,365,621	\$67,409,325	167.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$0	\$134,200,000	\$134,200,000	\$0	\$134,200,000	0.00
FY 2008 Capital	\$0	\$1,750,000	\$1,750,000	\$0	\$1,750,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$619,993 (NGF).
- ▶ **Increase Commonwealth Port Fund debt service**
Increases funding to cover debt service costs for existing debt. For 2007, \$939,942 (NGF). For 2008, \$625,008 (NGF).
- ▶ **Increase funding for port security**
Increases funding to address federal and state security mandates and properly cover all security needs of the port. For 2007, \$684,303 (NGF). For 2008, \$800,000 (NGF).
- ▶ **Increase pension contribution for Virginia Port Authority defined benefit plan**
Adds funding to cover increased costs of the defined benefit plan and to reduce the agency's unfunded liability. For 2007, \$300,000 (NGF). For 2008, \$400,000 (NGF).

- ▶ **Increase contractual services, supplies, and continuous services**
Adjusts funding to cover expected cost increases for various services and supplies. For 2007, \$136,956 (NGF). For 2008, \$147,354 (NGF).
- ▶ **Provide additional payment-in-lieu-of-tax fee appropriation**
Adjusts fees to localities, based on the increased value of Port Authority property. For 2007, \$50,000 (NGF). For 2008, \$100,000 (NGF).
- ▶ **Increase employee benefit appropriation**
Adds funding to cover employee benefit plan cost increases in 2008. For 2008, \$182,918 (NGF).
- ▶ **Add six new security positions**
Provides funding for six new security positions. These positions are required for compliance with Department of Homeland Security mandates. For 2007, \$300,000 (NGF) and six positions. For 2008, \$350,000 (NGF).
- ▶ **Increase appropriation for operational maintenance**
Increases funding for maintenance on the new closed circuit television security camera system and new security buildings at Norfolk International Terminals and Portsmouth Marine Terminal. For each year, \$1.4 million (NGF).
- ▶ **Establish presence in India**
Provides funds to establish a marketing presence in India. The Virginia Port Authority will establish additional contacts in this fast growing market. For each year, \$50,000 (NGF).
- ▶ **Add one new administrative staff position**
Increases administrative staff by one position. By providing an administrative assistant to the security director, the agency will be able to address its increasing security demands. For 2007, \$50,000 (NGF) and one position. For 2008, \$52,500 (NGF).
- ▶ **Increase aid to local ports**
Adjusts funding to meet the needs of local ports through the Aid to Local Ports program. This program provides needed funds for projects critical to locality development. For each year, \$220,000 (NGF).
- ▶ **Host the 2007 American Association of Port Authorities Convention**
Adjusts funding to reflect the costs of hosting the American Association of Port Authorities convention in October 2007. An increase in the registration fee revenue will fund most of this increase. For 2007, \$700,000 (NGF). For 2008, \$800,000 (NGF).
- ▶ **Increase special fund debt service for Terminal Revenue Bond**
Adds funding to cover debt service expenses for the \$90 million Terminal Revenue Bond. For 2007, \$6.5 million (NGF). For 2008, \$6.5 million (NGF).
- ▶ **Increase special fund debt service for master equipment leases**
Increases funding to cover debt service expenses for the Virginia Port Authority master equipment leases. For 2007, \$559,215 (NGF). For 2008, \$1.4 million (NGF).
- ▶ **Provide security at APM Terminal in Portsmouth**
Increases funding and positions to provide security services at the APM terminal in Portsmouth. For 2007, \$150,000 (NGF) and 15 positions. For 2008, \$845,000 (NGF).

Agency Summary of Recommended Capital Outlay Addenda

- ▶ **Fund maintenance reserve**
Provides funds to implement maintenance reserve projects required to allow the continued use of existing facilities. For the biennium, \$3.5 million (NGF).
- ▶ **Expand Norfolk International Terminal - North and other port facilities**
Increases funding to expand Norfolk International Terminal - North and other port facilities through the \$90 million revenue bond issue. For the biennium, \$90.0 million (NGF).
- ▶ **Improve cargo handling facilities**
Increases funding for a project to continue improvements to cargo handling facilities. For the biennium, \$13.6 million (NGF).
- ▶ **Expand empty yard**
Increases funding for a project to continue the expansion of the empty container storage yard at the Virginia Port Authority. For the biennium, \$16.4 million (NGF).
- ▶ **Purchase straddle carriers**
Provides funds for a project to purchase additional straddle carriers for transporting containers at the south terminal.

For the biennium, \$12.5 million (NGF).

Agency Service Areas:

National and International Trade Services

•To promote the use of the state-owned general cargo terminals by increasing general cargo tonnage from existing customers and identifying and securing new potential business.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,764,430	\$5,764,430	34.00	34.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$192,198	\$192,198	0.00	0.00
<i>Increase pension contribution for Virginia Port Authority defined benefit plan</i>	\$96,024	\$173,656	0.00	0.00
<i>Increase contractual services, supplies, and continuous services</i>	\$65,288	\$71,053	0.00	0.00
<i>Increase employee benefit appropriation</i>	\$0	\$50,000	0.00	0.00
<i>Establish presence in India</i>	\$50,000	\$50,000	0.00	0.00
<i>Host the 2007 American Association of Port Authorities Convention</i>	\$650,000	\$750,000	0.00	0.00
Total for Service Area	\$6,817,940	\$7,051,337	34.00	34.00

Objective: Increase container throughput

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase container throughput	1,900,026	2006 = 2,071,028 2007 = 2,257,421 2008 = 2,460,589

Objective: Increase the volume of rail business

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase rail volume	Prior fiscal year rail container volume	2006 = increase by 24.8% (not yet available for 2007 or 2008)

Port Traffic Rate Management

• Port Traffic Rate Management supports the efforts of Marketing to monitor and influence the control of transportation rates, service charges, and practices for rail, truck, and water transportation to, from, and in Virginia ports in maintenance of the competitive position of Virginia Ports.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$189,703	\$189,703	2.00	2.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$6,200	\$6,200	0.00	0.00
<i>Increase pension contribution for Virginia Port Authority defined benefit plan</i>	\$3,285	\$3,245	0.00	0.00
<i>Increase employee benefit appropriation</i>	\$0	\$10,000	0.00	0.00
Total for Service Area	\$199,188	\$209,148	2.00	2.00

Objective: To provide timely and accurate data

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Cargo volumes	none	produce and distribute monthly results

Commerce Advertising

• The Department of Port Promotion is responsible for Commerce Advertising. This advertising activity is a vital area within which design, development and printing of promotional literature, brochures, audiovisual materials, and institutional advertising are executed.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$914,253	\$914,253	0.00	0.00
<i>Host the 2007 American Association of Port Authorities Convention</i>	\$50,000	\$50,000	0.00	0.00
Total for Service Area	\$964,253	\$964,253	0.00	0.00

Objective: Effectively utilize budgeted funds to inform and educate customers and interested parties on the various services the VPA has to offer.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Inform and educate	prior year results	increase in prior year results

Maintenance and Operations of Ports and Facilities

• Maintenance and Operations of Ports and Facilities, under the supervision of Port Facilities Planning, is responsible for maintenance and improvements to the infrastructure on the state-owned port facilities. Major work areas of this function are the construction activities to accommodate cargo handling requirements which ensure compliance with project plans and specifications. In order to adequately maintain the more than 1,500 acres of fully developed, state-of-the-art marine terminals, the VPA must also undertake an annual maintenance program sufficient to protect the Commonwealth's extensive marine terminal investment. Maintenance policies and standards are developed to process work required, to promote efficient operation and ensure an extended life of state owned facilities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,640,343	\$2,640,343	0.00	0.00
<i>Increase appropriation for operational maintenance</i>	\$1,359,657	\$1,359,657	0.00	0.00
Total for Service Area	\$4,000,000	\$4,000,000	0.00	0.00

Objective: Renovate and expand facilities

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase in operating efficiency	Prior year's operating results	At least a 5% increase in efficiency

Port Facilities Planning

• Port Facilities Planning, under supervision of the Deputy Executive Director, is responsible for developing, expanding, improving, and maintaining state-owned port facilities. In addition, Port Facilities Planning is responsible for all environmental efforts, including environmental impact statements for development plans as required. They also perform pre-planning work necessary to assist in capital budget and grant requests. Major work areas of this function include the selection of engineering design consultants; the management of the design process; the project public bid process; and the oversight of construction activities to accommodate cargo handling requirements which ensure compliance with project plans and specifications.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$616,978	\$616,978	5.00	5.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$24,800	\$24,800	0.00	0.00
<i>Increase pension contribution for Virginia Port Authority defined benefit plan</i>	\$6,049	\$13,476	0.00	0.00
<i>Increase employee benefit appropriation</i>	\$0	\$24,964	0.00	0.00
Total for Service Area	\$647,827	\$680,218	5.00	5.00

Objective: Provide the terminal operators with the tools they need to operate

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Increase in operating efficiency	Prior year's operating results	At least a 5% increase in efficiency

Debt Service for Port Facilities

- The VPA utilizes the issuance of tax-exempt debt and lease-purchase financing to support its capital investment in port development projects and equipment acquisition. The VPA issues both terminal revenue (Special Fund) and Commonwealth Port Fund (CPF) revenue supported debt instruments, which require regularly scheduled debt service payments.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$43,943,607	\$43,943,607	0.00	0.00
<i>Increase Commonwealth Port Fund debt service</i>	\$939,942	\$625,008	0.00	0.00
<i>Increase special fund debt service for Terminal Revenue Bond</i>	\$6,536,044	\$6,532,095	0.00	0.00
<i>Increase special fund debt service for master equipment leases</i>	\$559,215	\$1,399,215	0.00	0.00
Total for Service Area	\$51,978,808	\$52,499,925	0.00	0.00

Objective: The payment of the scheduled principal and interest amounts

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Actual payments made for debt service	Debt service payment schedules	Payment of all principal and interest in the proper amount, when due

Aid to Localities

- The Virginia General Assembly, in September, 1986, established the Commonwealth Port Fund (CPF) in order to “support port capital needs and the preservation of existing capital needs of all ocean, river, or tributary ports within the Commonwealth,” as presented by the Governor’s Commission on Virginia’s enactment of this legislation. In conjunction with establishing the CPF, the VPA also established the Aid to Local Ports (ALP) program. The ALP program is a grant program through which the Commonwealth Port Fund is used to support port capital and preservation needs for existing ocean, river, or tributary ports within the Commonwealth of Virginia. Local governments within the Commonwealth may apply for capital improvement support for their local port facilities. The grants will foster and stimulate the flow of commerce through the ports of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$580,000	\$580,000	0.00	0.00
<i>Increase aid to local ports</i>	\$220,000	\$220,000	0.00	0.00
Total for Service Area	\$800,000	\$800,000	0.00	0.00

Objective: To support local port capital and preservation needs

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Grant awards to localities for all available and appropriated funds in accordance with the VPA Aid to Local Ports Policy	Funding outlined in the Appropriations Act	Total disbursement of all grant funds to awarding localities with no carryover into the next fiscal year

Payment in Lieu of Taxes

- In lieu of paying real property taxes, in accordance with §58.1-3043 of the Code of Virginia, the VPA pays a service charge to the localities where VPA property is located based on the assessed value of state-owned tax exempt real estate and the amount that the locality spent on fire, police and refuse collection/disposal.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$950,000	\$950,000	0.00	0.00
<i>Provide additional payment-in-lieu-of-tax fee appropriation</i>	\$50,000	\$100,000	0.00	0.00
Total for Service Area	\$1,000,000	\$1,050,000	0.00	0.00

Objective: Maintain reasonable payments in lieu of real property taxation

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
On time payment to the localities	Actual calculation based on expenditure figures provided by the locality	Full payment within the required due date

Administrative and Support Services

- The Administrative and Support Services area provides the funding, staffing, technology, managerial, and administrative services to help the other service areas achieve their goals and objectives. Included in this service area are the following departments: Executive Director, Deputy Executive Director, Finance, Human Resources, and Technology Resource Management.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,691,892	\$9,691,892	104.00	104.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$396,795	\$396,795	0.00	0.00
<i>Increase funding for port security</i>	\$684,303	\$800,000	0.00	0.00
<i>Increase pension contribution for Virginia Port Authority defined benefit plan</i>	\$194,642	\$209,623	0.00	0.00
<i>Increase contractual services, supplies, and continuous services</i>	\$71,668	\$76,301	0.00	0.00
<i>Increase employee benefit appropriation</i>	\$0	\$97,954	0.00	0.00
<i>Add six new security positions</i>	\$300,000	\$350,000	6.00	6.00
<i>Add one new administrative staff position</i>	\$50,000	\$52,500	1.00	1.00
<i>Provide security at APM Terminal in Portsmouth</i>	\$150,000	\$845,000	15.00	15.00
Total for Service Area	\$11,539,300	\$12,520,065	126.00	126.00

Objective: Financial Resources

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Operating and capital budgets and debt issuance	none	Establish budget and debt issuance plan by July 1, 2006 for the biennium

Objective: Human Resources

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Supply and demand needs for each department	Actual calculation is based on turnover and hiring needs	Meet 100% hiring needs
Identify knowledge, skills, and abilities needed as both jobs and the organization change	Current evaluation of training needs	Successful behavior and achievement of organizational objectives

Objective: Information Technology Resources

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Provide necessary hardware and software to allow VPA employees to operate effectively in a high-tech environment	none	No downtime in access to the network, files, and e-mail

Objective: Managerial Resources

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Planning and directing the overall mission and programs of the agency	Current position	Increase position in the marketplace



Central Appropriations

Central Appropriations serves two purposes. First, it acts as a “holding account” for funds used to supplement state agency appropriations. These funds are designated for a variety of purposes, including employee compensation, economic contingencies, economic development, employee health insurance premiums, state legal expenses, and personal property tax relief. Central Appropriations also acts as a “reversion clearing account” to accrue statewide savings for various actions. The Department of Planning and Budget administers Central Appropriations.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$881,599,937	\$92,662,616	\$974,262,553	\$15,161,572	\$959,100,981	0.00
FY 2004	\$979,554,781	\$81,140,324	\$1,060,695,105	(\$11,969,354)	\$1,072,664,459	0.00
FY 2005	\$981,723,173	\$75,713,760	\$1,057,436,933	\$55,687,804	\$1,001,749,129	0.00
FY 2006	\$965,446,324	\$76,662,113	\$1,042,108,437	\$165,200,322	\$876,908,115	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$965,446,324	\$76,662,113	\$1,042,108,437	\$185,529,567	\$856,578,870	0.00
FY 2007 Addenda	\$190,595,674	(\$29,690,139)	\$160,905,535	(\$77,551,340)	\$238,456,875	0.00
FY 2007 TOTAL	\$1,156,041,998	\$46,971,974	\$1,203,013,972	\$107,978,227	\$1,095,035,745	0.00
FY 2008 Base Budget	\$965,446,324	\$76,662,113	\$1,042,108,437	\$185,529,567	\$856,578,870	0.00
FY 2008 Addenda	\$210,696,485	(\$26,749,677)	\$183,946,808	(\$30,292,678)	\$214,239,486	0.00
FY 2008 TOTAL	\$1,176,142,809	\$49,912,436	\$1,226,055,245	\$155,236,889	\$1,070,818,356	0.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$68,010,000	\$0	\$68,010,000	\$0	\$68,010,000	0.00
FY 2008 Capital	\$67,010,000	\$0	\$67,010,000	\$0	\$67,010,000	0.00

Central Appropriations

Customers Served:

- Governor
- General Assembly
- State Agencies

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$881,599,937	\$92,662,616	\$974,262,553	\$15,161,572	\$959,100,981	0.00
FY 2004	\$979,554,781	\$81,140,324	\$1,060,695,105	(\$11,969,354)	\$1,072,664,459	0.00
FY 2005	\$981,723,173	\$75,713,760	\$1,057,436,933	\$55,687,804	\$1,001,749,129	0.00
FY 2006	\$965,446,324	\$76,662,113	\$1,042,108,437	\$165,200,322	\$876,908,115	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$965,446,324	\$76,662,113	\$1,042,108,437	\$185,529,567	\$856,578,870	0.00
FY 2007 Addenda	\$190,595,674	(\$29,690,139)	\$160,905,535	(\$77,551,340)	\$238,456,875	0.00
FY 2007 TOTAL	\$1,156,041,998	\$46,971,974	\$1,203,013,972	\$107,978,227	\$1,095,035,745	0.00
FY 2008 Base Budget	\$965,446,324	\$76,662,113	\$1,042,108,437	\$185,529,567	\$856,578,870	0.00
FY 2008 Addenda	\$210,696,485	(\$26,749,677)	\$183,946,808	(\$30,292,678)	\$214,239,486	0.00
FY 2008 TOTAL	\$1,176,142,809	\$49,912,436	\$1,226,055,245	\$155,236,889	\$1,070,818,356	0.00
CAPITAL OUTLAY BUDGET SUMMARY:						
FY 2007 Capital	\$68,010,000	\$0	\$68,010,000	\$0	\$68,010,000	0.00
FY 2008 Capital	\$67,010,000	\$0	\$67,010,000	\$0	\$67,010,000	0.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, a reduction of \$202.8 million (GF).

► Remove one-time spending amounts from agency budget

Removes amounts funded in 2006 that are not considered to require ongoing funding in Central Appropriations. Specifically, this includes the removal of one-time funding for various items in economic contingency. For each year, a reduction of \$17.9 million (GF).

► Bring car tax funding up to the \$950 million cap

Provides the incremental funding required to bring car tax reimbursement funding up to the \$950 million cap pursuant to Chapter 1 of the Acts of Assembly of 2004. For each year, \$207.6 million (GF).

► Continue funding for the Governor's Development Opportunity Fund

Moves all funding for the Governor's Opportunity Fund to the first year. The result is a total of \$21 million in funding for the Opportunity Fund for the 2006-2008 biennium. For 2007, \$12.0 million (GF). For 2008, a decrease of \$9.0 million (GF).

► **Transfer funding to agency budgets**

Transfers the ongoing cost of certain items funded in Central Appropriations to agency budgets. Specifically, this adjustment transfers the ongoing cost associated with the following to agency budgets; funding for testing, certification, and training, ongoing cost for the support of cultural and economic development activities, life insurance coverage for members of the Virginia National Guard, the ongoing costs of the Virginia Modeling and Simulation Initiative, and funding for the maximization of federal school nutrition revenue. For each year, a reduction of \$5.3 million (GF).

► **Remove one-time savings amounts from agency budget**

Removes one-time savings contained in Central Appropriations. Specifically, the amounts in this adjustment offset one-time savings amounts for the group life premium holiday and one-time debt service savings. For each year, \$15.7 million (GF).

► **Transfer funding for the Council on Virginia's Future to the Department of Planning and Budget**

Makes a technical adjustment to move the operating funding for the Council on Virginia's Future from Central Appropriations to the Department of Planning and Budget which acts as the fiscal agent for the Council. These funds are used to cover the cost of Council meetings, consulting fees, and other activities of the Council. For each year, a reduction of \$500,000 (GF).

► **Adjust financial assistance from Tobacco Settlement for revised estimates**

Changes the appropriation for the Tobacco Indemnification and Community Revitalization Fund and the Virginia Tobacco Settlement Fund to reflect a revision in the estimate of the Commonwealth's allocation of the Master Settlement Agreement with tobacco manufacturers and to reflect the securitization of tobacco proceeds. For 2007, a decrease of \$29.7 million (NGF). For 2008, a decrease of \$26.7 million (NGF).

► **Provide a salary increase for state employees**

Provides the general fund share of a three percent increase in the salaries of classified and other full-time state employees on November 25, 2006. Employees in the Executive Department subject to the Virginia Personnel Act must attain at least a "Contributor" rating on their latest performance evaluation to receive this increase. For 2007, \$34.0 million (GF). For 2008, \$62.8 million (GF).

► **Provide pay practice funding for state agencies**

Provides the general fund share of an amount equivalent to one-half of one percent of salaries for use by state agencies to implement pay practices to address recruitment, retention, and reward issues in state employment. Executive Department agencies may apply this funding in accordance with pay practice policies established by the Department of Human Resource Management under the compensation plan for classified employees. Non-Executive Department agencies may use this funding to implement the provisions of their existing compensation plans. For 2007, \$5.7 million (GF). For 2008, \$10.5 million (GF).

► **Provide a salary increase for state supported local employees**

Provides funds to support a three percent increase in the salaries of state-supported local employees on December 1, 2006. State-supported local employees include constitutional officers, local social services employees, local election board employees, local health employees, local juvenile justice workers, Community Services Board employees, and others. For 2007, \$14.8 million (GF). For 2008, \$25.4 million (GF).

► **Provide for the increased cost of state employee health insurance**

Provides funds to state agencies to cover the general fund share of the increase in health insurance premiums for their employees caused by the continued rise in the cost of health care. In addition, funding is provided to cover enhanced prevention and wellness coverage through the removal of certain out-of-pocket costs associated with routine medical visits and testing. For 2007, \$34.8 million (GF). For 2008, \$36.3 million (GF).

► **Provide for the increased cost of state employee retirement contributions**

Funds state retirement contributions for 2007 and 2008 based upon a valuation of fund assets and liabilities as of June 30, 2005 assuming a 30-year funding period, an eight percent investment return, and a three percent retiree cost of living adjustment. This results in contribution rate changes for the State Police Retirement System (SPORS), Virginia Law Officers Retirement System (VaLORS), Judicial Retirement System (JRS), and state employee retirement. For 2007, \$21.1 million (GF). For 2008, \$22.1 million (GF).

► **Provide for the increased cost of state employee group life contributions**

Provides funding for the reinstatement of group life employer contributions for state employees. This program provides state employees with life insurance coverage. For 2007, \$8.4 million (GF). For 2008, \$8.7 million (GF).

► **Provide for the increased cost of state employee retiree health credit contributions**

Provides funding for increases in the contributions paid by state agencies on behalf of their employees for the retiree healthcare credit. This program provides payments to retired state employees to help offset the cost of health insurance benefits. For 2007, \$3.4 million (GF). For 2008, \$3.5 million (GF).

- ▶ **Provide for increased disability contribution rates**
Provides funding for the increase in contribution rates for the Virginia Sickness and Disability Program paid by state agencies on behalf of their employees. This program provides sick leave and disability benefits for state employees. For 2007, \$2.6 million (GF). For 2008, \$2.7 million (GF).
- ▶ **Provide for additional legal defense contingency funding**
Provides additional contingency funding for the cost of private legal services associated with the defense of state agencies in the event of legal action that cannot be covered by existing agency resources. For each year, \$50,000 (GF).
- ▶ **Provide funding for semiconductor manufacturing performance grants**
Increases funding for semiconductor manufacturing performance grant payments under the Semiconductor Memory or Logic Wafer Manufacturing Performance Grant Program (\$3.7 million in each year) and Semiconductor Memory or Logic Wafer Manufacturing Performance Grant Program II (\$10.5 million in 2007 and \$19.3 million in 2008). The grant payments are based on the volume of manufacturing and sales of memory and logic wafers, the amount of new investment, and the number of new jobs created. Companies affected have met the investment and job creation criteria required by the performance agreements and payments to them are now due. For 2007, \$14.2 million (GF). For 2008, \$23.0 million (GF).
- ▶ **Provide funding for Virginia Investment Partnership grants**
Increases funding for investment partnership grants under the Virginia Investment Partnership Act. The payments are based on negotiated grants awarded to selected projects that invest in Virginia and promote stable or growing employment opportunities. The selected companies have met the investment and job creation criteria required by the performance agreements and payments to them are now due. For 2007, \$425,000 (GF). For 2008, \$1.1 million (GF).
- ▶ **Provide funding for semiconductor manufacturing education grants**
Increases funding for semiconductor manufacturing education grants. Of the \$5 million in total grants, \$3 million will be provided to Virginia Commonwealth University's School of Engineering in 2007 in support of the Infineon Technologies, Inc. major expansion. The funds may be used for scholarships, endowed professorships in microelectronics, curriculum development, and other related needs of the microelectronics industry. Of the remaining \$2 million, which is in support of the Micron Technology, Inc. major expansion, \$1 million will be used in 2008 to establish a Northern Virginia Community College training program and \$1 million will be provided in 2008 to the Virginia Microelectronics Consortium. For 2007, \$3.0 million (GF). For 2008, \$2.0 million (GF).
- ▶ **Provide appropriation authority for NASCAR Hall of Fame proposal**
Authorizes the Governor to appropriate up to \$15.0 million from the unappropriated general fund balance to assist the County of Henrico to attract a national tourism venue to the county.
- ▶ **Provide funding for the public-private venture to improve government processes**
Provides funding to continue activities for the Enterprise Architecture (EA) program created under the Public-Private Educational Facilities and Infrastructure Act of 2002 (PPEA). The program needs to begin work associated with its goals to maximize revenues, enhance cost recoveries, and improve administrative applications. These activities will be performed by employees of both parties, the Commonwealth and the vendor, CGI-AMS. For 2007, \$18.1 million (GF). For 2008, \$9.0 million (GF).
- ▶ **Continue government re-engineering efforts**
Provides continued funding for efforts to reengineer government processes for the purpose of increasing productivity and efficiency. For 2007, \$3.5 million (GF).
- ▶ **Provide funding in response to federal base closing recommendations**
Provides funding to assist Virginia localities affected by the federal Base Realignment and Closure process. This funding will be used to match local and other funds, and can be used for infrastructure, environmental clean-up, workforce training, and related non-recurring costs for localities that may lose or gain personnel and facilities from the realignment. For each year, \$15.0 million (GF).
- ▶ **Provide funding for the Governor's Motion Picture Opportunity Fund**
Increases funding for the Governor's Motion Picture Opportunity Fund. The fund is used to provide performance-based incentives to recruit film production to the state. The grants are paid after a company has completed filming in the Commonwealth and met the performance criteria for the grant award. For 2007, \$600,000 (GF).
- ▶ **Provide funding for the Minority Political Leadership Institute**
Provides continued funding for the Minority Political Leadership Institute. This funding is intended to provide training for the development of aspiring leaders. For each year, \$100,000 (GF).

► **Update Virginia's aerial photography and maintain the Emergency-911 address file**

Updates the Virginia Base Mapping Program to fully utilize high resolution digital orthophotography and statewide digital road address files that were captured in 2006. This effort will produce a new statewide imagery base that will be distributed to state and local governments allowing them to update and ensure the viability of their critical geospatial products and services. For 2007, \$2.0 million (GF). For 2008, \$485,000 (GF).

► **Provide contingency funding for indemnification payments**

Authorizes the Governor to use unappropriated balances to make payments to livestock and poultry owners and contract growers for animals destroyed to control disease outbreaks. The payments will be made to compensate for the difference between the value of the animals or poultry destroyed and any indemnification funding from the federal government. The availability of quick payments will encourage owners and producers to cooperate in the rapid control and eradication of a disease.

Agency Summary of Recommended Capital Outlay Addenda

► **Fund statewide repairs and replacement for infrastructure**

Provides funds to be distributed to agencies that maintain state-owned facilities. Funds will be used for approved maintenance reserve projects and deferred maintenance needs that are critical to the continued use of a building, system, or equipment. For the biennium, \$134.0 million (GF).

► **Fund necessary repairs and improvements at state facilities**

Provides funds to address unanticipated repairs and improvements at state agencies and institutions of higher education. Projects could include items such as handicapped accessibility modifications, asbestos abatement, life and safety code modifications, and removal of lead-based paint. For the biennium, \$1.0 million (GF).

Agency Service Areas:

Program Evaluation Service

This service area acts as a holding account for the funding of efforts to reengineer government processes for the purpose of increasing productivity and efficiency.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,500,000	\$1,500,000	0.00	0.00
<i>Transfer funding for the Council on Virginia's Future to the Department of Planning and Budget</i>	(\$500,000)	(\$500,000)	0.00	0.00
<i>Continue government re-engineering efforts</i>	\$3,500,000	\$0	0.00	0.00
Total for Service Area	\$4,500,000	\$1,000,000	0.00	0.00

Payments to Tobacco Producers and Tobacco Growing Communities

This service area acts as a holding account to provide spending authority for the Tobacco Indemnification and Community Revitalization Commission. The primary function of the Commission is to compensate farmers for the decline of tobacco quotas and to promote economic growth and development in tobacco-dependent communities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$63,885,094	\$63,885,094	0.00	0.00
<i>Adjust financial assistance from Tobacco Settlement for revised estimates</i>	(\$30,333,684)	(\$28,454,316)	0.00	0.00
Total for Service Area	\$33,551,410	\$35,430,778	0.00	0.00

Payments for Tobacco Usage Prevention

This service area acts as a holding account to provide spending authority for the Virginia Tobacco Settlement Foundation. The Foundation was established for the purposes of assisting in financing efforts to restrict the use of tobacco products by minors through such means as educational and awareness programs on the health effects of tobacco use on minors and enforcement of laws restricting the distribution of tobacco products to minors.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,777,019	\$12,777,019	0.00	0.00
<i>Adjust financial assistance from Tobacco Settlement for revised estimates</i>	\$643,545	\$1,704,639	0.00	0.00
Total for Service Area	\$13,420,564	\$14,481,658	0.00	0.00

Reimbursements to Localities for Personal Property Tax Relief

This service area acts as a holding account for funds that are deposited into the Personal Property Tax Relief Fund. These funds are used to reimburse localities for the reduction in personal property tax motor vehicles which are limited to personal use in Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$742,389,232	\$742,389,232	0.00	0.00
<i>Bring car tax funding up to the \$950 million cap</i>	\$207,610,768	\$207,610,768	0.00	0.00
Total for Service Area	\$950,000,000	\$950,000,000	0.00	0.00

Enterprise Architecture Development Services

This service area acts as a holding account for the funding of the public-private venture to redesign government processes and systems, implement improved information technology products, and enhance revenue collections and cost recoveries using improved Information technology products.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Provide funding for the public-private venture to improve government processes</i>	\$18,086,472	\$9,048,621	0.00	0.00
Total for Service Area	\$18,086,472	\$9,048,621	0.00	0.00

Supplements to Employee Compensation

This service area acts as a holding account for the funding of state and state supported local employee salary increases.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$142,321,044	\$142,321,044	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	(\$142,321,044)	(\$142,321,044)	0.00	0.00
<i>Provide a salary increase for state employees</i>	\$34,043,316	\$62,849,209	0.00	0.00
<i>Provide pay practice funding for state agencies</i>	\$5,673,883	\$10,474,848	0.00	0.00
<i>Provide a salary increase for state supported local employees</i>	\$14,834,323	\$25,430,272	0.00	0.00
Total for Service Area	\$54,551,522	\$98,754,329	0.00	0.00

Supplements to Employee Benefits

This service area acts as a holding account for the funding of state employee benefit changes to include benefits such as health insurance, retirement, group life insurance, sickness and disability coverage, and the retiree health care credit.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$73,775,991	\$73,775,991	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	<i>(\$73,775,991)</i>	<i>(\$73,775,991)</i>	0.00	0.00
<i>Provide for the increased cost of state employee health insurance</i>	<i>\$34,808,234</i>	<i>\$36,321,635</i>	0.00	0.00
<i>Provide for the increased cost of state employee retirement contributions</i>	<i>\$21,142,477</i>	<i>\$22,061,706</i>	0.00	0.00
<i>Provide for the increased cost of state employee group life contributions</i>	<i>\$8,361,100</i>	<i>\$8,724,620</i>	0.00	0.00
<i>Provide for the increased cost of state employee retiree health credit contributions</i>	<i>\$3,384,251</i>	<i>\$3,531,403</i>	0.00	0.00
<i>Provide for increased disability contribution rates</i>	<i>\$2,587,942</i>	<i>\$2,700,495</i>	0.00	0.00
Total for Service Area	\$70,284,004	\$73,339,859	0.00	0.00

Miscellaneous Contingency Reserve Account

This service area acts as a holding account to provide funding to address emergency situations or other unbudgeted costs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,357,525	\$12,357,525	0.00	0.00
<i>Transfer centrally funded amounts to agency budgets</i>	<i>(\$3,591,867)</i>	<i>(\$3,591,867)</i>	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	<i>(\$3,440,130)</i>	<i>(\$3,440,130)</i>	0.00	0.00
<i>Transfer funding to agency budgets</i>	<i>(\$3,075,528)</i>	<i>(\$3,075,528)</i>	0.00	0.00
<i>Provide for additional legal defense contingency funding</i>	<i>\$50,000</i>	<i>\$50,000</i>	0.00	0.00
Total for Service Area	\$2,300,000	\$2,300,000	0.00	0.00

Governor's Opportunity Fund

This service area acts as a holding account from which amounts are deposited in to the Governor's Development Opportunity Fund. The Governor's Development Opportunity Fund is administered by the Office of Commerce and Trade and is used to provide funding for economic development grants for the purpose of attracting economic development prospects to locate or expand in Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,000,000	\$9,000,000	0.00	0.00
<i>Continue funding for the Governor's Development Opportunity Fund</i>	<i>\$12,000,000</i>	<i>(\$9,000,000)</i>	0.00	0.00
Total for Service Area	\$21,000,000	\$0	0.00	0.00

Economic Development Assistance

This service area acts as a holding account for funding used to provide economic development related assistance to localities, state agencies, and private entities.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,770,000	\$15,770,000	0.00	0.00
<i>Remove one-time spending amounts from agency budget</i>	(\$13,570,000)	(\$13,570,000)	0.00	0.00
<i>Transfer funding to agency budgets</i>	(\$2,200,000)	(\$2,200,000)	0.00	0.00
<i>Provide funding for semiconductor manufacturing performance grants</i>	\$14,220,000	\$22,970,000	0.00	0.00
<i>Provide funding for Virginia Investment Partnership grants</i>	\$425,000	\$1,145,000	0.00	0.00
<i>Provide funding for semiconductor manufacturing education grants</i>	\$3,000,000	\$2,000,000	0.00	0.00
<i>Provide funding for the Governor's Motion Picture Opportunity Fund</i>	\$600,000	\$0	0.00	0.00
<i>Provide funding for the Minority Political Leadership Institute</i>	\$100,000	\$100,000	0.00	0.00
<i>Update Virginia's aerial photography and maintain the Emergency-911 address file</i>	\$1,975,000	\$485,000	0.00	0.00
Total for Service Area	\$20,320,000	\$26,700,000	0.00	0.00

Base Realignment and Closure Assistance

This service area acts as a holding account for funding used to provide assistance to localities impacted by the recommendations and decisions of the federal Base Realignment and Closure Commission.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
<i>Provide funding in response to federal base closing recommendations</i>	\$15,000,000	\$15,000,000	0.00	0.00
Total for Service Area	\$15,000,000	\$15,000,000	0.00	0.00



Independent Agencies

The six independent agencies do not report through any of the three branches of state government. They are, however, state agencies and receive their spending authority through the Appropriation Act.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$211,733	\$222,407,849	\$222,619,582	\$81,850,081	\$140,769,501	1,454.00
FY 2004	\$461,928	\$223,597,228	\$224,059,156	\$84,460,240	\$139,598,916	1,454.00
FY 2005	\$294,247	\$225,239,111	\$225,533,358	\$88,969,573	\$136,563,785	1,493.00
FY 2006	\$294,247	\$229,065,940	\$229,360,187	\$90,517,377	\$138,842,810	1,497.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$294,247	\$229,065,940	\$229,360,187	\$96,259,362	\$133,100,825	1,497.00
FY 2007 Addenda	\$12,538	\$94,811,683	\$94,824,221	\$7,979,659	\$86,844,562	37.00
FY 2007 TOTAL	\$306,785	\$323,877,623	\$324,184,408	\$104,239,021	\$219,945,387	1,534.00
FY 2008 Base Budget	\$294,247	\$229,065,940	\$229,360,187	\$97,291,560	\$132,068,627	1,497.00
FY 2008 Addenda	\$12,538	\$110,927,956	\$110,940,494	\$7,974,994	\$102,965,500	37.00
FY 2008 TOTAL	\$306,785	\$339,993,896	\$340,300,681	\$105,266,554	\$235,034,127	1,534.00

State Corporation Commission

Mission Statement

Have custody of and preserve all records, documents, papers and files of the Commission and make them available for public examination. When requested, make and certify copies of documents and furnish information from Commission records. Process and maintain corporate, limited liability company, business trust and partnership filings, Uniform Commercial Code financing and related statements and federal tax liens. Receive all registration fees, fines, penalties and judgments imposed by the Commission. Issue all notices, writs, processes or orders awarded by the Commission. Keep a record of all proceedings, orders and findings of the public sessions of the Commission.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$92,496,663	\$92,496,663	\$35,366,054	\$57,130,609	653.00
FY 2004	\$0	\$93,151,463	\$93,151,463	\$36,966,248	\$56,185,215	653.00
FY 2005	\$0	\$89,898,495	\$89,898,495	\$35,616,404	\$54,282,091	653.00
FY 2006	\$0	\$92,671,801	\$92,671,801	\$36,277,685	\$56,394,116	653.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$92,671,801	\$92,671,801	\$39,780,280	\$52,891,521	653.00
FY 2007 Addenda	\$0	(\$3,097,660)	(\$3,097,660)	\$0	(\$3,097,660)	0.00
FY 2007 TOTAL	\$0	\$89,574,141	\$89,574,141	\$39,780,280	\$49,793,861	653.00
FY 2008 Base Budget	\$0	\$92,671,801	\$92,671,801	\$40,812,478	\$51,859,323	653.00
FY 2008 Addenda	\$0	(\$2,403,650)	(\$2,403,650)	\$0	(\$2,403,650)	0.00
FY 2008 TOTAL	\$0	\$90,268,151	\$90,268,151	\$40,812,478	\$49,455,673	653.00

Agency Summary of Recommended Operating Budget Addenda

► Assume administrative responsibilities for CapTel service costs

Funds the State Corporation Commission (SCC) for assuming fiscal responsibilities for the CapTel service from the Department for the Deaf and Hard of Hearing (VDDHH). Recently changed contractual language has eliminated federal restrictions that forced the SCC to pass CapTel invoices to the primary user of this service, VDDHH. For 2007, \$1.5 million (NGF). For 2008, \$2.2 million (NGF).

Agency Service Areas:

Corporation Commission Clerk's Services

The services of the Clerk's Office of the State Corporation Commission began pursuant to the Constitution of 1902 when the function of incorporating new corporations was given to the State Corporation Commission. Records related to corporations formed by the General Assembly or courts of record were transferred to the Commission in 1930. In 1903, there were 519 corporations of record and 4 Clerk's Office employees, including the Clerk, compared to over 330,000 active business entities of record and 75 employees at year-end 2004.

Effective January 1, 1987, pursuant to Chapter 607, 1985 Acts of the Assembly, the Clerk's Office became the central filing office for limited partnerships, both foreign and domestic.

Effective July 1, 1991, pursuant to Chapter 168, 1991 Acts of the Assembly, the Clerk's Office became the central filing office for limited liability companies, both foreign and domestic.

Effective July 1, 1994, pursuant to Chapter 350, 1994 Acts of the Assembly, the Clerk's Office became the central filing office for registered limited liability partnerships.

Effective July 1, 1995, pursuant to Chapter 648, 1995 Acts of the Assembly, the Clerk's Office serves as a depository for public inspection of performing rights contracts or license agreements, membership lists and copyrighted musical works filed by performing rights societies under the Virginia Music Licensing Fees Act.

Effective July 1, 1997, pursuant to Chapter 292, 1996 Acts of Assembly, the Virginia Uniform Partnership Act (1996) provides for the centralized filing with the Clerk’s Office of “statements” related to general partnerships, both foreign and domestic.

Effective January 1, 1998, pursuant to Chapter 216, 1997 Acts of the Assembly, corporate registration fees and annual reports became due in the anniversary month the corporation was incorporated or authorized to transact business in Virginia (rather than all reports and fees being due by March 1). This resulted in the fairly even distribution of due dates throughout the year. Corresponding changes were made to the statutory provisions concerning automatic termination/revocation.

Effective April 16, 1998, pursuant to Chapter 723, 1998 Acts of the Assembly, if the person upon whom there is a suggestion of liability as provided in Sec. 8.01-511 of the Code of Virginia is a corporation, the summons shall be served upon the registered agent of the corporation or upon the Clerk of the State Corporation Commission in certain instances, as provided in Sec. 8.01-513. This has increased the number of telephone calls and service of process documents received in this office.

Effective July 1, 2001, pursuant to Chapter 1007, 2000 Acts of the Assembly, Article 9 of the Uniform Commercial Code was repealed and replaced by Article 9A (Sec. 8.9A-101 et seq. of the Code of Virginia).

Effective July 1, 2002, pursuant to Chapter 545, 2001 Acts of the Assembly, two new business entity transactions were created. One is “domestication,” which is a process by which a Virginia corporation can become a foreign corporation or a foreign corporation can become a Virginia corporation. The other is “conversion,” which is a process by which a Virginia corporation converts to a Virginia limited liability company or a Virginia limited liability company converts to a Virginia corporation.

Effective July 1, 2002, pursuant to Chapter 545, 2001 Acts of Assembly, the Commission is authorized to charge and collect fees for providing expedited services in the Clerk’s Office. We anticipate the number of expedite requests to grow, which means more documents will need to be reviewed on a time-sensitive basis and more communication between the staff and the filing party.

Pursuant to the 2002 Appropriations Act (Chapter 899, 2002 Acts of Assembly), annual registration fees assessed against domestic and foreign stock corporations doubled, beginning with fee payments due on or after July 1, 2002. This legislation did not affect the registration fee assessed against nonstock corporations.

Effective July 1, 2003, pursuant to Chapter 374, 2003 Acts of Assembly, a domestic nonstock corporation that is not legally required to be a domestic corporation may domesticate as a foreign nonstock corporation and a foreign nonstock corporation may domesticate as a Virginia nonstock corporation.

Effective October 1, 2003, pursuant to Chapter 621, 2002 Acts of Assembly, the Clerk’s Office will become the central filing office for business trusts, both foreign and domestic.

Effective October 1, 2003, pursuant to Chapter 597, 2003 Acts of Assembly, registered agent information must be updated when the agent changes its name or is the nonsurviving party to a merger.

Effective October 1, 2004, pursuant to Chapter 592, 2003 Acts of Assembly, the name of any corporation, limited liability company, business trust, or limited partnership must be distinguishable upon the records of the Commission from the name of any of these types of business entities.

The Clerk’s Office is the central filing office in Virginia for: articles of incorporation, amendment, merger, dissolution, termination; qualifications of foreign corporations; organizational documents related to limited partnerships, limited liability companies, business trusts; statements of registration as a registered limited liability partnership; and, statements submitted by general partnerships. Uniform Commercial Code financing and related statements and federal tax liens are also filed with this office. The Clerk has the powers, discharges the functions and performs the duties of a clerk of a court of record. The Clerk is responsible for the following: keeps a record of all proceedings, orders, findings and judgments of the public sessions of the Commission; has custody of and preserves all records, documents, papers and files of the Commission and is responsible for the availability of all files for public examination; makes and certifies copies from any record, document, paper or file and affixes the seal of the Commission; charges and collects the fees prescribed by statute; is agent for service of process for various types of business entities in Virginia; and, prepares the record of all Commission cases appealed to the Virginia Supreme Court.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$10,711,867	\$10,148,808	89.00	89.00
Total for Service Area	\$10,711,867	\$10,148,808	89.00	89.00

Objective: Streamline and enhance access to our information and services and make them available twenty-four hours a day, seven days a week.

Objective: Reduce repetitive tasks such as manual data entry and enhance workflow by electronically tracking documents and providing notice of overdue work.

Objective: Provide enhanced management reports capabilities.

Regulation of Investment Companies, Products and Services

The Division of Securities and Retail Franchising is charged with the responsibility of administering and enforcing the Virginia Securities Act, Virginia Retail Franchising Act and Trademarks and Service Marks Act. The Division is divided into four main sections. The Enforcement Section reviews and investigates all securities and investment/advisor complaints against unregistered entities, and investigates franchise consumer complaints. The Broker-Dealer and Investment/Advisor Audit Section reviews and investigates all consumer complaints against registered broker-dealers and investment/advisors or broker-dealers and investment/advisors applying for registration and conducts audits to determine level of compliance with broker-dealer and investment/advisors statute and rules. The Examination Section reviews and grants or denies exemptions, securities and franchise registration filings. The Registration Section reviews and registers or rejects broker-dealers, agents, investment/advisors, and investment/advisor representative applicants and examines financial data of broker-dealers and investment/advisor registrants; and reviews and grants or denies applications for trademarks and service marks.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$5,127,947	\$4,685,650	36.00	36.00
Total for Service Area	\$5,127,947	\$4,685,650	36.00	36.00

Objective: To limit the number of fraudulent securities, investment advisory and franchise transactions through effective registration and law enforcement and provide protection to consumers by registration of trademarks and service marks.

Regulation of Financial Institutions

The examination, supervision, and regulation of financial concerns. This includes disposition of applications to engage in such a business, and assisting consumers who have complaints against such institutions. For depository institutions, the examination focus is on the safety and soundness of the institution. In contrast, the examination focus for non-depository institutions is on compliance with applicable federal and state statutes, rules, and regulations.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$12,852,853	\$12,929,367	108.00	108.00
Total for Service Area	\$12,852,853	\$12,929,367	108.00	108.00

Objective: To maintain a minimum \$60 billion asset base in Virginia chartered bank and a minimum \$4 billion asset base in Virginia chartered credit unions.

Objective: To assess the safety and soundness ramifications attendant with expansion into new lines of business.

Objective: To reduce on-site examination time as a means to contain internal costs, reduce investigative time for applications, and improve the timely availability of information both within the Bureau and to external users of Bureau data.

Objective: To prevent the loss of either state chartered banks or state chartered credit unions resulting from a perceived regulatory bias in favor of one or the other.

Objective: To protect the citizens of the Commonwealth from the financial hardships endemic to predatory lending.

Objective: To provide individual citizens the financial acumen to make educated decisions affecting their personal and family finances and the ability to make appropriate distinctions among competing financial products, services, and providers.

Regulation of Insurance Industry

The major activities of the BOI include the evaluation of applications from organizations applying for licenses to underwrite and to offer insurance products in Virginia; the audit and review of annual and quarterly financial statements; the performance of comprehensive and “specific concern” financial condition examinations; and the review of required filings and special reports to ensure that entities subject to regulation by the BOI are financially sound and capable of meeting their contractual obligations for the protection of all Virginia consumers. Additionally, if the operations of an insurance entity domiciled in Virginia becomes hazardous to policyholders, creditors or the public or if there is a reasonable expectation that the entity will not be able to meet its obligations to policyholders, the insurance commissioner must be prepared to assume the responsibilities of receivership. The initial charge is likely to be rehabilitation or conservation, and ultimately could be liquidation.

The BOI reviews Life & Health and Property & Casualty policy form and rate filings to ensure that understandable insurance products are available at prices that are actuarially sound for the benefits provided, and that the benefits provided under the products meet all standards established under Virginia law. The BOI assists Virginia consumers and insurance entities in resolving disputes. The BOI also provides ombudsman services to assist managed care enrollees with internal managed care appeals and supports the facility for an independent external appeal process for managed care appeals that cannot be resolved through the internal processes provided by the managed care health insurance plans. The BOI also identifies entities for potential examination based upon a market analysis process, conducts on-site and office-based Property & Casualty and Life & Health market conduct examinations, and prepares written reports of its findings. The BOI provides a number of consumer “outreach” services, including the preparation and distribution of printed consumer guides, a speakers’ bureau to provide in-person presentations to both consumer and industry groups, audio-visual presentations that can be presented in person or in the form of a compact disk, as well as an extensive and expanding Internet web site. Such outreach efforts aim to ensure that the services and benefits that Virginia consumers receive from insurance companies and agents are understandable, consistent with policy provisions, and fairly and equitably delivered.

The BOI oversees the administration of insurance agent qualification examinations; issues new insurance agents’ licenses as well as new and renewal insurance consultant, managing general agent, reinsurance intermediary, surplus lines broker, and viatical settlement broker licenses; helps administer the law requiring certain agents to complete biennial continuing education requirements; resolves agent-related complaints concerning both Property & Casualty and Life & Health insurance; investigates insurance agents, agencies and local company offices to assure that insurance agents operating in Virginia are competent and knowledgeable of the insurance business, and that insurance agents conduct their business according to statutory and regulatory requirements; and assists local prosecutors in the preparation of criminal prosecutions of agents.

The BOI also participates in the National Association of Insurance Commissioners (NAIC) to promote consistency and uniformity in the regulation of insurance, and in the exchange of information and ideas concerning regulatory matters. BOI staff strives to stay informed by monitoring NAIC and insurance industry activities concerning the development, reporting and valuation of new investments and investment vehicles in order to address proposals for regulatory change and legislative action. The BOI works with and responds to our domestic insurance entities to resolve administrative differences and regulatory issues occasioned by product development and changes in competitive markets. The BOI strives to address industry concerns while still maintaining adequate and reliable solvency and market oversight. The BOI is constantly studying new regulatory approaches to address the existence and regulation of new products, seeking input from other Commission divisions when products have investment, or banking significance.

When appropriate, the BOI is prepared to assist the General Assembly in preparing statutory language to address new regulatory structures and products and to develop timely regulations and administrative procedures as a result of legislative enactments. BOI staff monitors federal and state activity involving the affordability and availability of insurance, the influence of financial markets in insurance, and the effects of threats to national security in the insurance industry. The BOI is represented at meetings of organizations at the state, national and federal levels with a particular interest in insurance issues. The BOI undertakes to suggest to the Commission and, ultimately, the General Assembly, revisions to existing statutes and regulations that have become obsolete or incorrect because of legislative changes, changes in industry practices, modification of NAIC models, changes in technology, or changes made at the federal level.

The BOI is working to improve service and communication with constituents by enhancing Internet capabilities and other technologies to allow consumers, insurance entities and agents greater and more immediate access to information and interaction with the Bureau (e.g. automation of form and rate filings, consumer complaints, and agent license applications on a national basis). The BOI will perform a study on the ease of use of the BOI web site and the types of information contained on the BOI web site to determine how it compares to other state insurance departments’ web sites. The BOI plans to continue to expand the use of the Internet, Interactive Voice Response Technology, Electronic Mail, Electronic Funds Transfer and Imaging, etc. to expand the scope of information available and retrievable by use of these technologies. The BOI also plans to implement an e-mail list to replace paper “interested parties” mailing list for BOI administrative letters and regulations. The BOI’s Financial Examination staff plans to increase reliance on TeamMate 2000 as a financial analysis tool, which includes scanning and downloading documents (e.g. financial statements) and use of worksheets. Finally, the BOI is considering implementing disclosure of general consumer-related information available to consumers through the NAIC’s database by populating the database with Virginia-specific information regarding consumer complaints. This project will require our continued participation in ongoing efforts at NAIC to standardize the reporting of complaint and inquiry statistics so that information is consistent among all the states and uniform in format.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$27,080,153	\$26,931,118	209.00	209.00
Total for Service Area	\$27,080,153	\$26,931,118	209.00	209.00

Regulation of Telecommunications Companies

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,922,490	\$4,607,600	26.00	26.00
Total for Service Area	\$3,922,490	\$4,607,600	26.00	26.00

Regulatory Accounting and Policy Issues

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,759,109	\$2,803,587	22.00	22.00
Total for Service Area	\$2,759,109	\$2,803,587	22.00	22.00

Public Utility Economics and Finance

Investigate and prepare testimony and reports on accounting and policy issues related to utility rate and certificate applications, and ex. parte proceedings. This Activity is governed by §§ 56-226; 56-232 through 56-265; 56-265.1 through 56-265.9; and 56-532 of the Code of Virginia.

Conduct accounting audits (utility compliance, fuel factor, affiliate, and other audits as requested by the Commission). This Activity is governed by the Code of Virginia, same chapters as Activity #1. Also, audit of the Virginia Pilot's Association, governed by § 54-1.918 Code of Virginia, and the Washington Metropolitan Area Transit Commission governed by One Hundred First Congress of the United States of America Joint Resolution No. 520.

Review accounting information and monitor the financial status of utility companies. (Annual Informational Filing (AIF) reports, annual accounting reports, and monthly financial statements). This Activity is governed by the Code of Virginia, same chapters as Activity #1.

Investigate utility applications for affiliate agreements and transactions, including the acquisition and sale of utility assets; monitor and conduct audits of affiliate transactions and related costs as needed. This Activity is governed by §§ 56-76 through 56-87; and 56-88 through 56-92 of the Code of Virginia.

Review and evaluate Alternative Regulatory Plans (ARPs) filed by utility companies. Conduct appropriate follow-up actions related to implementation of such plans. This Activity is governed by the Code of Virginia, § 56-235.2 for electric utilities, by § 56-235.5 for telephone utilities, and by § 56-235.6 for gas utilities.

Review and evaluate electric utility earnings information filed by electric utilities on a functional basis and report both total and generation only Virginia jurisdictional earnings to the Attorney General. This activity is governed by §30-205.3 of the Code of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$1,783,672	\$1,823,907	13.00	13.00
Total for Service Area	\$1,783,672	\$1,823,907	13.00	13.00

Utility Safety

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,480,533	\$3,503,108	26.00	26.00
Total for Service Area	\$3,480,533	\$3,503,108	26.00	26.00

Regulation of Energy Companies

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$4,095,512	\$4,141,405	18.00	18.00
Total for Service Area	\$4,095,512	\$4,141,405	18.00	18.00

Valuation and Taxation of Public Service Companies

Provides expert centralized appraisal and assessment assistance to all localities and the Commonwealth in matters relating to the taxation of public service companies, electric suppliers, and telecommunications companies. The assessments include all property of these companies and all applicable taxes that are assessed, billed, and collected under this activity.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,125,256	\$2,163,195	14.00	14.00
Total for Service Area	\$2,125,256	\$2,163,195	14.00	14.00

Objective: Continue to improve upon the methods of assessments due to changes in the industry as a result of deregulation and to provide and distribute a fair and equitable assessment to the cities, counties, and towns.

Distribution of Uninsured Motorist Fee

The Uninsured Motorists Fund (Fund) is collected by the Division of Motor Vehicles (DMV). The Fund is composed of fees collected from individuals licensed to drive a motor vehicle in the Commonwealth that do not wish to purchase automobile insurance. Virginia Code Section 46.2-706 requires individuals to pay a fee in lieu of purchasing insurance. The purpose of the Fund is to reduce the cost of uninsured motorists coverage for all the citizens of the Commonwealth. The DMV administrative expenses are subtracted from the Fund by DMV before the Commission distributes money back to those insurance carriers writing motor vehicle bodily injury and property damage liability insurance on motor vehicles registered in the Commonwealth. The distribution formula is set forth in Section 38.2-3001 of the Code of Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$8,750,849	\$8,750,849	0.00	0.00
Remove one-time funding	(\$4,597,449)	(\$4,597,449)	0.00	0.00
Total for Service Area	\$4,153,400	\$4,153,400	0.00	0.00

Distribution of Rolling Stock Taxes

Provides for the central assessment, billing, collection, and distribution of the State Rolling Stock Tax on certificated common carriers of passengers operating in Virginia.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$504,000	\$516,096	0.00	0.00
Total for Service Area	\$504,000	\$516,096	0.00	0.00

Objective: Continue to improve upon the method of assessment and the distribution of the tax to all localities.

Telecommunications Relay Fee

Monitor and review all expenses associated with the operation of the telecommunications relay service center. Public Service Taxation Division collects the operating funds from the local exchange telephone companies. Division of Communications approves the disbursement of funds to the relay provider and participates in the development of informational and educational programs.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,477,560	\$9,667,111	0.00	0.00
<i>Assume administrative responsibilities for CapTel service costs</i>	\$1,499,789	\$2,193,799	0.00	0.00
Total for Service Area	\$10,977,349	\$11,860,910	0.00	0.00

Objective: To ensure that the relay provider and regulated telecommunication companies comply with applicable Virginia statutes and SCC rules.

Administrative and Support Services

The State Corporation Commission is composed of 16 operating divisions. The size and complexity of the Commission as a whole demands the existence of a select group that can provide the central administrative functions that will enable the Commission to function as effectively and efficiently as possible. By removing much of the administrative burden from the divisions, they can concentrate efforts on their particular area of concern.

The Commission also requires central management to keep the intra-organizational policies consistent throughout the various divisions. Without such managerial direction, inconsistencies in internal divisional policy could result in inter-divisional conflict.

This activity contains the three Commissioners and their assistants, the Counsel to the Commission and their administrative support staff.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	92.00	92.00
Total for Service Area	\$0	\$0	92.00	92.00

State Lottery Department

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$75,637,643	\$75,637,643	\$18,936,774	\$56,700,869	309.00
FY 2004	\$0	\$75,637,643	\$75,637,643	\$18,936,774	\$56,700,869	309.00
FY 2005	\$0	\$76,337,975	\$76,337,975	\$18,959,956	\$57,378,019	309.00
FY 2006	\$0	\$76,337,975	\$76,337,975	\$18,959,956	\$57,378,019	309.00

NEW OPERATING BUDGET SUMMARY:

FY 2007 Base Budget	\$0	\$76,337,975	\$76,337,975	\$19,259,088	\$57,078,887	309.00
FY 2007 Addenda	\$0	\$1,609,634	\$1,609,634	\$1,609,634	\$0	0.00
FY 2007 TOTAL	\$0	\$77,947,609	\$77,947,609	\$20,868,722	\$57,078,887	309.00
FY 2008 Base Budget	\$0	\$76,337,975	\$76,337,975	\$19,259,088	\$57,078,887	309.00
FY 2008 Addenda	\$0	\$1,609,634	\$1,609,634	\$1,609,634	\$0	0.00
FY 2008 TOTAL	\$0	\$77,947,609	\$77,947,609	\$20,868,722	\$57,078,887	309.00

Agency Summary of Recommended Operating Budget Addenda

► Transfer centrally funded amounts to agency budgets

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.6 million (NGF).

Agency Service Areas:

Regulation and Law Enforcement

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,677,694	\$2,677,694	32.00	32.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$156,834	\$156,834	0.00	0.00
Total for Service Area	\$2,834,528	\$2,834,528	32.00	32.00

Gaming Operations

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$67,645,732	\$67,645,732	227.00	227.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$1,171,112	\$1,171,112	0.00	0.00
Total for Service Area	\$68,816,844	\$68,816,844	227.00	227.00

Administrative Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$6,014,549	\$6,014,549	50.00	50.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$281,688	\$281,688	0.00	0.00
Total for Service Area	\$6,296,237	\$6,296,237	50.00	50.00

Virginia College Savings Plan

Mission Statement

It is the mission of the Virginia College Savings Plan (VCSP) to enhance the accessibility and affordability of higher education for all citizens of the Commonwealth by providing a menu of investment options under Section 529 of the Internal Revenue Code to allow college savings in a tax-advantaged investment environment.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$3,654,608	\$3,654,608	\$2,848,653	\$805,955	50.00
FY 2004	\$0	\$3,812,127	\$3,812,127	\$2,725,239	\$1,086,888	50.00
FY 2005	\$0	\$3,899,222	\$3,899,222	\$3,283,733	\$615,489	50.00
FY 2006	\$0	\$3,899,222	\$3,899,222	\$3,283,733	\$615,489	50.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$3,899,222	\$3,899,222	\$3,451,242	\$447,980	50.00
FY 2007 Addenda	\$0	\$86,079,365	\$86,079,365	\$487,128	\$85,592,237	0.00
FY 2007 TOTAL	\$0	\$89,978,587	\$89,978,587	\$3,938,370	\$86,040,217	50.00
FY 2008 Base Budget	\$0	\$3,899,222	\$3,899,222	\$3,451,242	\$447,980	50.00
FY 2008 Addenda	\$0	\$101,578,293	\$101,578,293	\$487,128	\$101,091,165	0.00
FY 2008 TOTAL	\$0	\$105,477,515	\$105,477,515	\$3,938,370	\$101,539,145	50.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$210,370 (NGF).

► **Provide appropriation for sum sufficient estimates in base budget**

Appropriates the current base budget estimates and continues to provide sum sufficient language. Currently, the Virginia College Savings Plan has appropriation estimates for sum sufficient amounts set out in language. For each year, \$55.3 million (NGF).

► **Adjust sum sufficient appropriation for increased payment of higher education expenses**

Adjusts the agency budget to reflect the estimated increase required to provide sufficient appropriation for mandatory payments to all institutions of higher education and other third parties under the terms of the master agreement between customers and the Virginia College Savings Plan under the Virginia Prepaid Education Program (VPEP) and the Virginia Education Savings Trust (VEST). For 2007, \$30.0 million (NGF). For 2008, \$45.0 million (NGF).

► **Adjust sum sufficient appropriation for increased growth of Virginia Prepaid Education Program expenses**

Adjusts the agency budget to reflect the estimated increase required to provide sufficient appropriation to cover additional variable costs associated with the continued growth in participation in the Virginia Prepaid Education program (VPEP), such as lockbox processing services and asset custodial services. Invested assets are in excess of one billion dollars. For 2007, \$218,835 (NGF). For 2008, \$307,335 (NGF).

► **Adjust sum sufficient appropriation for increased growth of Virginia Education Savings Trust**

Adjusts the agency budget to reflect the estimated increase required to provide sufficient appropriation to cover additional variable costs associated with the Virginia Education Savings Trust (VEST), such as lockbox processing services and asset custodial services. As of June 30, 2005 invested assets totaled \$558 million. For 2007, \$254,562 (NGF). For 2008, \$664,990 (NGF).

► **Adjust sum sufficient appropriation for increased cost of the systems development services**

Adjusts the agency budget to reflect costs associated with the operation of a software product developed specifically for the agency to record accounting transactions for Internal Revenue Code (IRC) Section 529 prepaid and savings programs as well as the operation of the agency's secure hot site. For each year, \$101,653 (NGF).

Agency Service Areas:

Payments to Institutions of Higher Education

This service area reflects all activity related to the distribution of higher education benefits, by both manual and electronic interface, to institutions of higher education and other third parties designated by the agency's customers within service areas 72506 - Investment Services for Virginia Prepaid Education Program (VPEP) and 72507 - Investment Services for Virginia Education Savings Trust (VEST). This service area also reflects reimbursements made directly to customers at their request.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	0.00	0.00
<i>Provide appropriation for sum sufficient estimates in base budget</i>	\$50,000,000	\$50,000,000	0.00	0.00
<i>Adjust sum sufficient appropriation for increased payment of higher education expenses</i>	\$30,000,000	\$45,000,000	0.00	0.00
Total for Service Area	\$80,000,000	\$95,000,000	0.00	0.00

Investment Services for Virginia Prepaid Education Program

This service area reflects all activity related to the administration and operation of the Virginia Prepaid Education Program (VPEP), an Internal Revenue Code Section 529 qualified tuition program that enables parents, grandparents, and others to prepay college tuition and mandatory fees at Virginia public community colleges and four-year colleges and universities, and to apply benefits toward the cost of Virginia independent colleges and universities and out-of-state institutions.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	0.00	0.00
<i>Provide appropriation for sum sufficient estimates in base budget</i>	\$2,477,045	\$2,477,045	0.00	0.00
<i>Adjust sum sufficient appropriation for increased growth of Virginia Prepaid Education Program expenses</i>	\$218,835	\$307,335	0.00	0.00
Total for Service Area	\$2,695,880	\$2,784,380	0.00	0.00

Investment Services for Virginia Education Savings Trust Program

This service area reflects all activity related to the administration and operation of the Virginia Education Savings Trust (VEST), an Internal Revenue Code Section 529 qualified tuition program that allows students of all ages to save for college costs, including tuition, fees, room and board, and required textbooks and computers, by investing in a menu of mutual funds and actively managed investment options on a tax-advantaged basis.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$0	\$0	0.00	0.00
<i>Provide appropriation for sum sufficient estimates in base budget</i>	\$2,540,142	\$2,540,142	0.00	0.00
<i>Adjust sum sufficient appropriation for increased growth of Virginia Education Savings Trust</i>	\$254,562	\$664,990	0.00	0.00
Total for Service Area	\$2,794,704	\$3,205,132	0.00	0.00

Information Systems Development Services

This service area reflects all activity related to the administration and operation of a unique software product that was developed specifically to meet the goals and objectives of service areas 72506 - Investment Services for Virginia Prepaid Education Program and 72507 Investment Services for Virginia Education Savings Trust, while fulfilling the technical requirements of Section 529 of the Internal Revenue Code, under which the service areas are required to operate.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$613,133	\$613,133	6.00	6.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$77,037	\$77,037	0.00	0.00
<i>Provide appropriation for sum sufficient estimates in base budget</i>	\$276,758	\$276,758	0.00	0.00
<i>Adjust sum sufficient appropriation for increased cost of the systems development services</i>	\$101,653	\$101,653	0.00	0.00
Total for Service Area	\$1,068,581	\$1,068,581	6.00	6.00

Administrative and Support Services

This service area reflects the efforts to provide overall administrative, managerial, and logistical support services to all service areas of the agency.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,286,089	\$3,286,089	44.00	44.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$133,333	\$133,333	0.00	0.00
Total for Service Area	\$3,419,422	\$3,419,422	44.00	44.00

Virginia Retirement System

Mission Statement

The Virginia Retirement System's mission is to provide superior service in the administration of pension benefits and related services on behalf of participating Virginia public employers and their employees, and to serve as stewards of the funds in our care.

Agency Goals:

- To deliver high-quality, cost-effective, customer-focused service.
- To maintain an environment conducive to successful performance.
- To be an informed and collaborative partner in the government and business environments.
- To practice superior stewardship and sound management.

Customers Served:

- Retirees

Customers Served:

- Active Members
- Employers
- Inactive and Deferred Members

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$29,402,462	\$29,402,462	\$15,014,844	\$14,387,618	233.00
FY 2004	\$250,000	\$29,779,522	\$30,029,522	\$15,433,680	\$14,595,842	233.00
FY 2005	\$78,000	\$32,251,252	\$32,329,252	\$17,739,690	\$14,589,562	257.00
FY 2006	\$78,000	\$33,304,775	\$33,382,775	\$18,626,213	\$14,756,562	261.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$78,000	\$33,304,775	\$33,382,775	\$20,178,267	\$13,204,508	261.00
FY 2007 Addenda	\$0	\$5,631,701	\$5,631,701	\$3,913,914	\$1,717,787	20.00
FY 2007 TOTAL	\$78,000	\$38,936,476	\$39,014,476	\$24,092,181	\$14,922,295	281.00
FY 2008 Base Budget	\$78,000	\$33,304,775	\$33,382,775	\$20,178,267	\$13,204,508	261.00
FY 2008 Addenda	\$0	\$5,555,036	\$5,555,036	\$3,909,249	\$1,645,787	20.00
FY 2008 TOTAL	\$78,000	\$38,859,811	\$38,937,811	\$24,087,516	\$14,850,295	281.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Transfer centrally funded amounts to agency budgets**
Adjusts the agency budget to reflect the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$1.3 million (NGF).
- ▶ **Provide funding for the investment professional's incentive pay plan**
Brings the compensation of Virginia Retirement System investment staff in line with similar positions in the private sector and other government entities. This incentive pay plan is necessary to attract and retain quality investment staff. For each year, \$1.1 million (NGF).
- ▶ **Provide for workload increases in the administration of benefits and retirement programs**
Provides additional support to provide the customer service levels required by the ever increasing number of retirement applications resulting from the aging of the state and local government workforce. This additional support includes an increase in direct customer service contact personnel and improvements in the information technology used to serve Virginia Retirement System customers. For 2007, \$1.6 million (NGF) and 11 positions. For 2008, \$1.6 million (NGF).
- ▶ **Provide for workload increases in the investment of Retirement System funds**
Provides additional support for the Virginia Retirement System Investment Department for increases in workload resulting from the increase in the amount of the Retirement System's portfolio managed in-house. This will result in a cost savings from reduced external investment management fees. For 2007, \$1.1 million (NGF) and seven positions. For 2008, \$1.1 million (NGF).
- ▶ **Provide for the data needs of the Investment Department**
Provides for the necessary software development and data feeds that will allow the Investment Department to manage more of the portfolio in-house. This will result in a cost savings from reduced external investment management fees. For 2007, \$492,640 (NGF) and two positions. For 2008, \$488,640 (NGF).

Agency Service Areas:

Administration of Retirement and Insurance Programs

Customer Services Relations:

- Member Services

- Retiree Services
- Service Retirement
- Disability Retirement
- Beneficiary Payment Services
- Health Insurance
- Refunds
- Long-term Care
- Virginia Sickness and Disability Plan
- Retiree and Member Customer Contact Center
- Member Counseling
- Employer Customer Contact Center
- Education and Training
- Volunteer Firefighters & Rescue Squad
- Optional Retirement Plan
- Deferred Compensation Plan & Cash Match
- Defined Contribution Plans
- Employer Reporting
- Employer Representative Program

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$7,817,638	\$7,817,638	107.00	107.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$431,295	\$431,295	0.00	0.00
<i>Provide for workload increases in the administration of benefits and retirement programs</i>	\$365,284	\$365,334	6.00	6.00
Total for Service Area	\$8,614,217	\$8,614,267	113.00	113.00

Objective: Enhance on-line customer service.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Roll out phase one member access by June 30, 2006 in accordance with the project plan developed.	n/a	June 30, 2006

Objective: Enhance customer service delivery across the agency.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Implement customer service standards to reduce the established abandoned call rate no later than June 30, 2006.	Benchmark Analysis of Peer Groups	June 20, 2006
Replace the telephone switch and develop a customer relationship management (CRM) strategy no later than June 30, 2006.	n/a	June 30, 2006
Complete a study of service and creditable compensation. Publish findings and recommendations no later than June 30, 2006.	n/a	June 30, 2006

Objective: Maintain Operational Standards.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
100% of monthly retirement payrolls will be run to ensure that the recurring retirement benefit is issued no later than the first day of the month.	The baseline is a set expectation.	100% Monthly
Ensure 90% of members are reported by the due date.	The baseline is a set expectation.	90% reporting
98% of Purchase of Prior Service cost letters processed with 95 % accuracy and within 30 days of receipt of completed application.	The baseline is a set expectation.	Maintain processing average of 98% with 95% accuracy.
Process Service Retirements in an average of 75 days from submittal of a completed application with 95% accuracy rate.	The baseline is a set expectation.	98% processed with 95% accuracy
98% of Disability Retirements processed with 95% accuracy and placed on payroll within 40 days of medical review board approval.	The baseline is a set expectation.	98% processed with 95% accuracy
95% of refunds processed within 60 days.	The baseline is a set expectation.	95%
85% of calls received by the Customer Contact Center are answered without being transferred.	The baseline is a set expectation.	85% of calls answered
Estimates completed in less than 30 days.	The baseline is a set expectation.	Estimates completed in less than 30 days.
98% of service retirement cases are placed on payroll without intervention to adjust service.	The baseline is a set expectation.	98%
96% of monthly employer payrolls are processed within 30 days of the due date.	The baseline is a set expectation.	90% reporting

Investment Management Services

Investment Management Services:

- Administration
- Board of Trustees' Committees
- Investment Operations
- Deferred Compensation Program
- Equity Management
- Real Estate Management
- Alternative Investment Management
- Fixed Income Management
- Hedge Fund Management
- Investment Accounting
- Credit Strategies Management

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$9,756,402	\$9,756,402	43.00	43.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$305,699	\$305,699	0.00	0.00
<i>Provide funding for the investment professional's incentive pay plan</i>	\$1,088,823	\$1,088,823	0.00	0.00
<i>Provide for workload increases in the investment of Retirement System funds</i>	\$1,137,900	\$1,077,900	7.00	7.00
<i>Provide for the data needs of the Investment Department</i>	\$492,640	\$488,640	2.00	2.00
Total for Service Area	\$12,781,464	\$12,717,464	52.00	52.00

Objective: Maintain Operational Standards.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Monitor and maintain approved asset allocations.	The baseline is a set expectation.	The target is a set expectation.
Exceed investment benchmarks.	The baseline is a set expectation.	The target is a set expectation.
90% of the partnerships' financial analysis to Mellon by the last day of the month.	The baseline is a set expectation.	90%
Receive 100% of the reconciliations from all investment managers for all four quarters.	The baseline is a set expectation.	100% Received
100% of fees must be verified for accuracy within prescribed error margins.	The baseline is a set expectation.	100% Accuracy

Administrative and Support Services

Administrative and Support Services:

- Director
- Attorney General
- Board of Trustees
- Public Relations and Communications
- Procurement Section
- Process and Data Quality
- Administrative Appeals
- Legislative Affairs
- Human Resources
- Internal Audit
- Finance
- Technology Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$15,808,735	\$15,808,735	111.00	111.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$571,190	\$571,190	0.00	0.00
<i>Provide for workload increases in the administration of benefits and retirement programs</i>	\$1,238,870	\$1,226,155	5.00	5.00
Total for Service Area	\$17,618,795	\$17,606,080	116.00	116.00

Objective: Maintain Operational Standards.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Administrative Cost not to exceed peer group median cost as defined by Cost Effectiveness Measurement, Inc. (CEM).	Prior Year Peer Group Median Cost	To stay below the peer group median cost.
Complete 100% of reconciliations monthly within last working day of the following month.	The baseline is a set expectation.	100% completion
Achieve 99.0% System Availability for all critical business systems.	The baseline is a set expectation.	99% availability
Image 95.0% of workflow documents within 24 hours.	The baseline is a set expectation.	95% Imaging

Objective: Enhance processes to insure operations are managed in an efficient, effective, fiscally responsible manner.

Key Performance Measure(s)	Measure Baseline(s)	Measure Targets(s)
Complete the project management process roll-out and implement phase I of the financial management system and KMS by June 30, 2006.	n/a	June 30, 2006

Virginia Workers' Compensation Commission

Mission Statement

Administer the Commonwealth of Virginia's Workers' Compensation Act and its related funds and the Criminal Injuries Compensation Fund in a fair, unbiased and efficient manner.

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$0	\$19,236,132	\$19,236,132	\$9,683,756	\$9,552,376	184.00
FY 2004	\$0	\$19,236,132	\$19,236,132	\$9,683,756	\$9,552,376	184.00
FY 2005	\$0	\$20,324,760	\$20,324,760	\$11,375,829	\$8,948,931	189.00
FY 2006	\$0	\$20,324,760	\$20,324,760	\$11,375,829	\$8,948,931	189.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$0	\$20,324,760	\$20,324,760	\$11,375,829	\$8,948,931	189.00
FY 2007 Addenda	\$0	\$4,460,932	\$4,460,932	\$1,828,734	\$2,632,198	17.00
FY 2007 TOTAL	\$0	\$24,785,692	\$24,785,692	\$13,204,563	\$11,581,129	206.00
FY 2008 Base Budget	\$0	\$20,324,760	\$20,324,760	\$11,375,829	\$8,948,931	189.00
FY 2008 Addenda	\$0	\$4,460,932	\$4,460,932	\$1,828,734	\$2,632,198	17.00
FY 2008 TOTAL	\$0	\$24,785,692	\$24,785,692	\$13,204,563	\$11,581,129	206.00

Agency Summary of Recommended Operating Budget Addenda

▶ **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$959,114 (NGF).

▶ **Increase nongeneral fund appropriation**

Makes a technical adjustment to increase nongeneral fund appropriations for the Commission to provide improved service to agency stakeholders. This includes the award of federal grants for criminal victims' compensation, services for the uninsured employers' fund, and other administrative needs. For each year, \$2.7 million (NGF).

► **Provide additional attorney services**

Makes a technical adjustment to increase appropriations for the Commission to provide attorney's services to injured workers of uninsured employers and to conduct administrative changes to provide improved services to agency stakeholders. For 2007, \$767,818 (NGF) and 17 positions. For 2008, \$767,818 (NGF).

Agency Service Areas:

Workers Compensation Services

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$16,450,314	\$16,450,314	181.00	181.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$921,319	\$921,319	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$1,630,000	\$1,630,000	0.00	0.00
<i>Provide additional attorney services</i>	\$697,170	\$697,170	15.00	15.00
Total for Service Area	\$19,698,803	\$19,698,803	196.00	196.00

Crime Victim Compensation

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$3,874,446	\$3,874,446	8.00	8.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$37,795	\$37,795	0.00	0.00
<i>Increase nongeneral fund appropriation</i>	\$1,104,000	\$1,104,000	0.00	0.00
<i>Provide additional attorney services</i>	\$70,648	\$70,648	2.00	2.00
Total for Service Area	\$5,086,889	\$5,086,889	10.00	10.00

Virginia Office for Protection and Advocacy

Mission Statement

Through zealous and effective advocacy and legal representation to:

Protect and advance the legal, human, and civil rights of persons with disabilities;

Combat and prevent abuse, neglect and discrimination;

Promote independence, choice and self determination by persons with disabilities in the Commonwealth

Agency Goals:

- People with Disabilities are Free from Abuse and Neglect.
- Children with Disabilities Receive an Appropriate Education.
- People with Disabilities Have Equal Access to Government Services.
- People with Disabilities Live in the Most Integrated Environment Possible.
- People with Disabilities are Employed to their Maximum Potential.
- People with Disabilities have Equal Access to Appropriate and Necessary Health Care.
- People with Disabilities in the Commonwealth of Virginia are Aware of the Virginia Office for Protection and Advocacy's (VOPA) Services.

Customers Served:

- Persons with cognitive, sensory, mental, and physical disabilities, with specific goals addressing the needs of vulnerable, complex, and underserved populations, and the systems that serve them

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$211,733	\$1,980,341	\$2,192,074	\$0	\$2,192,074	25.00
FY 2004	\$211,928	\$1,980,341	\$2,192,269	\$714,543	\$1,477,726	25.00
FY 2005	\$216,247	\$2,527,407	\$2,743,654	\$1,993,961	\$749,693	35.00
FY 2006	\$216,247	\$2,527,407	\$2,743,654	\$1,993,961	\$749,693	35.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$216,247	\$2,527,407	\$2,743,654	\$2,214,656	\$528,998	35.00
FY 2007 Addenda	\$12,538	\$127,711	\$140,249	\$140,249	\$0	0.00
FY 2007 TOTAL	\$228,785	\$2,655,118	\$2,883,903	\$2,354,905	\$528,998	35.00
FY 2008 Base Budget	\$216,247	\$2,527,407	\$2,743,654	\$2,214,656	\$528,998	35.00
FY 2008 Addenda	\$12,538	\$127,711	\$140,249	\$140,249	\$0	0.00
FY 2008 TOTAL	\$228,785	\$2,655,118	\$2,883,903	\$2,354,905	\$528,998	35.00

Agency Summary of Recommended Operating Budget Addenda

► **Transfer centrally funded amounts to agency budgets**

Adjusts the agency budget to reflect amounts moved from Central Appropriations to cover the cost of items such as the continuation of 2005 and 2006 salary and health insurance premium increases, and changes in retirement and disability contribution rates. For each year, \$12,538 (GF) and \$127,711 (NGF).

► **Delay implementation date for establishing an ombudsman section until July 1, 2008**

Extends through language the date for implementation of the ombudsman section in the Virginia Office for Protection and Advocacy from July 1, 2006 until July 1, 2008.

Agency Service Areas:

Protection and Advocacy

Resource Advocacy Unit

This unit is the public's first contact with VOPA. It strives to communicate to the public VOPA's mission and effectively assists the public with accessing disability rights-related resources through information and referral and short-term assistance. The unit is also responsible for the agency's public awareness activities and the development of its publications.

Institutions Unit

This unit is responsible for advocating for consumers and systems change, under VOPA's yearly established goals and case selection criteria (criteria includes consideration of: severity of harm; imminence of risk; potential of case to facilitate systems change and/or benefit other individuals; availability of other advocacy or legal resources to help the individual address the alleged violation; ability of client to advocate for him/herself and/or ability of the family to advocate effectively for the client; availability of other appropriate, independent investigatory authorities; availability of agency resources; lack of merit or available legal remedy), in Virginia's institutions, which also includes all investigations of abuse and neglect.

Community Unit

This unit is responsible for advocating for consumers and systems change, under VOPA's yearly established goals and case selection criteria (criteria includes consideration of: severity of harm; imminence of risk; potential of case to facilitate systems change and/or benefit other individuals; availability of other advocacy or legal resources to help the individual address the alleged violation; ability of client to advocate for him/herself and/or ability of the family to advocate effectively for the client; availability of other appropriate, independent investigatory authorities; availability of agency resources; lack of merit or available legal remedy), in Virginia's communities, and providing assistance to the Institutions Unit with consumers transitioning to the community.

Administrative Unit

This unit is responsible for the daily business operations of the agency with such responsibilities as personnel, advocacy support, financial management, time and labor management, information technology, contracts and procurement, etc.

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$2,743,654	\$2,743,654	35.00	35.00
<i>Transfer centrally funded amounts to agency budgets</i>	\$140,249	\$140,249	0.00	0.00
Total for Service Area	\$2,883,903	\$2,883,903	35.00	35.00



Nonstate Entities

This appropriation represents grants from the Commonwealth's general fund to nonstate groups and organizations for historic, cultural, and artistic purposes, based on criteria established by the Governor and the General Assembly. For the majority of such grants, a local contribution, based on policies established by the administering agency, must match state appropriations.

Secretarial Area Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$5,288,345	\$0	\$5,288,345	\$0	\$5,288,345	0.00
FY 2004	\$0	\$0	\$0	\$0	\$0	0.00
FY 2005	\$25,000	\$0	\$25,000	\$0	\$25,000	0.00
FY 2006	\$34,119,749	\$0	\$34,119,749	\$0	\$34,119,749	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$34,119,749	\$0	\$34,119,749	\$0	\$34,119,749	0.00
FY 2007 Addenda	(\$14,909,749)	\$0	(\$14,909,749)	\$0	(\$14,909,749)	0.00
FY 2007 TOTAL	\$19,210,000	\$0	\$19,210,000	\$0	\$19,210,000	0.00
FY 2008 Base Budget	\$34,119,749	\$0	\$34,119,749	\$0	\$34,119,749	0.00
FY 2008 Addenda	(\$33,519,749)	\$0	(\$33,519,749)	\$0	(\$33,519,749)	0.00
FY 2008 TOTAL	\$600,000	\$0	\$600,000	\$0	\$600,000	0.00

State Grants To Nonstate Entities-Nonstate Agencies

Agency Budget Summary

	General Fund	Nongeneral Fund	TOTAL	Personnel Costs	Other Costs	Positions
OPERATING BUDGET HISTORY:						
FY 2003	\$5,288,345	\$0	\$5,288,345	\$0	\$5,288,345	0.00
FY 2004	\$0	\$0	\$0	\$0	\$0	0.00
FY 2005	\$25,000	\$0	\$25,000	\$0	\$25,000	0.00
FY 2006	\$34,119,749	\$0	\$34,119,749	\$0	\$34,119,749	0.00
NEW OPERATING BUDGET SUMMARY:						
FY 2007 Base Budget	\$34,119,749	\$0	\$34,119,749	\$0	\$34,119,749	0.00
FY 2007 Addenda	(\$14,909,749)	\$0	(\$14,909,749)	\$0	(\$14,909,749)	0.00
FY 2007 TOTAL	\$19,210,000	\$0	\$19,210,000	\$0	\$19,210,000	0.00
FY 2008 Base Budget	\$34,119,749	\$0	\$34,119,749	\$0	\$34,119,749	0.00
FY 2008 Addenda	(\$33,519,749)	\$0	(\$33,519,749)	\$0	(\$33,519,749)	0.00
FY 2008 TOTAL	\$600,000	\$0	\$600,000	\$0	\$600,000	0.00

Agency Summary of Recommended Operating Budget Addenda

- ▶ **Eliminate one-time funding for nonstate agencies and historical entities**
Removes one-time funding for nonstate agencies and historical entities. For each year, a reduction of \$34.1 million (GF).
- ▶ **Fund nonstate and historical entities**
Provides funding to nonstate agencies to assist them with capital expenditures or improvements and organizational or operating assistance. Generally, these Virginia based, public agencies are experiencing a period of growth or change and have large expenses of a one-time nature. For 2007, \$19.2 million (GF). For 2008, \$600,000 (GF).
- ▶ **Clarify responsibility for oversight of nonstate agency grants**
Amends budget bill language to clarify Department of Historic Resources' responsibilities for executing nonstate grants. The language change will avoid conflicting requirements between the administration of grants for projects of museums and historic sites, and the administration of grants for all other nonstate entities.

Agency Service Areas:

Financial Assistance to the Arts

Service Area Budget	2007 Dollars	2008 Dollars	2007 Positions	2008 Positions
Base Budget	\$34,119,749	\$34,119,749	0.00	0.00
<i>Eliminate one-time funding for nonstate agencies and historical entities</i>	(\$34,119,749)	(\$34,119,749)	0.00	0.00
<i>Fund nonstate and historical entities</i>	\$19,210,000	\$600,000	0.00	0.00
Total for Service Area	\$19,210,000	\$600,000	0.00	0.00



Summary Tables for Operating and Capital



Legislative Department

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
GENERAL ASSEMBLY OF VIRGINIA						
2006 legislative appropriation	26,899,316	0	26,899,316	26,899,316	0	26,899,316
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,388,328	0	1,388,328	1,388,328	0	1,388,328
▶ Adjust funding for agency expenditures related to cost of basic operations	62,373	0	62,373	62,046	0	62,046
Total recommended budget actions	1,450,701	0	1,450,701	1,450,374	0	1,450,374
Total recommended funding	28,350,017	0	28,350,017	28,349,690	0	28,349,690
Percentage change over fiscal year 2006	5.39%	N/A	5.39%	5.39%	N/A	5.39%
Position level:						
2006 legislative appropriation	217.00	0.00	217.00	217.00	0.00	217.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	217.00	0.00	217.00	217.00	0.00	217.00
AUDITOR OF PUBLIC ACCOUNTS						
2006 legislative appropriation	9,167,778	732,171	9,899,949	9,167,778	732,171	9,899,949
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	473,468	55,158	528,626	473,468	55,158	528,626
▶ Adjust funding for agency expenditures related to cost of basic operations	20,675	0	20,675	19,072	0	19,072
Total recommended budget actions	494,143	55,158	549,301	492,540	55,158	547,698
Total recommended funding	9,661,921	787,329	10,449,250	9,660,318	787,329	10,447,647
Percentage change over fiscal year 2006	5.39%	7.53%	5.55%	5.37%	7.53%	5.53%
Position level:						
2006 legislative appropriation	132.00	13.00	145.00	132.00	13.00	145.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	132.00	13.00	145.00	132.00	13.00	145.00
COMMISSION ON THE VIRGINIA ALCOHOL SAFETY ACTION PROGRAM						
2006 legislative appropriation	0	1,864,089	1,864,089	0	1,864,089	1,864,089
Recommended budget actions:						
▶ Transfer centrally funded amounts to	0	34,633	34,633	0	34,633	34,633

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
agency budgets						
Total recommended budget actions	0	34,633	34,633	0	34,633	34,633
Total recommended funding	0	1,898,722	1,898,722	0	1,898,722	1,898,722
Percentage change over fiscal year 2006	N/A	1.86%	1.86%	N/A	1.86%	1.86%
Position level:						
2006 legislative appropriation	0.00	11.50	11.50	0.00	11.50	11.50
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	11.50	11.50	0.00	11.50	11.50

DIVISION OF CAPITOL POLICE

2006 legislative appropriation	5,329,741	0	5,329,741	5,329,741	0	5,329,741
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	813,953	0	813,953	813,953	0	813,953
▶ Adjust funding for agency expenditures related to cost of basic operations	9,375	0	9,375	9,419	0	9,419
Total recommended budget actions	823,328	0	823,328	823,372	0	823,372
Total recommended funding	6,153,069	0	6,153,069	6,153,113	0	6,153,113
Percentage change over fiscal year 2006	15.45%	N/A	15.45%	15.45%	N/A	15.45%
Position level:						
2006 legislative appropriation	103.00	0.00	103.00	103.00	0.00	103.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	103.00	0.00	103.00	103.00	0.00	103.00

DIVISION OF LEGISLATIVE AUTOMATED SYSTEMS

2006 legislative appropriation	2,842,760	277,527	3,120,287	2,842,760	277,527	3,120,287
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	112,448	0	112,448	112,448	0	112,448
▶ Adjust funding for agency expenditures related to cost of basic operations	1,589	0	1,589	3,198	0	3,198
Total recommended budget actions	114,037	0	114,037	115,646	0	115,646
Total recommended funding	2,956,797	277,527	3,234,324	2,958,406	277,527	3,235,933
Percentage change over fiscal year 2006	4.01%	0.00%	3.65%	4.07%	0.00%	3.71%
Position level:						
2006 legislative appropriation	16.00	3.00	19.00	16.00	3.00	19.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	16.00	3.00	19.00	16.00	3.00	19.00

DIVISION OF LEGISLATIVE SERVICES

2006 legislative appropriation	4,502,254	20,000	4,522,254	4,502,254	20,000	4,522,254
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	335,753	0	335,753	335,753	0	335,753

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Adjust funding for agency expenditures related to cost of basic operations	490	0	490	987	0	987
Total recommended budget actions	336,243	0	336,243	336,740	0	336,740
Total recommended funding	4,838,497	20,000	4,858,497	4,838,994	20,000	4,858,994
Percentage change over fiscal year 2006	7.47%	0.00%	7.44%	7.48%	0.00%	7.45%
Position level:						
2006 legislative appropriation	55.00	0.00	55.00	55.00	0.00	55.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	55.00	0.00	55.00	55.00	0.00	55.00

CAPITOL SQUARE PRESERVATION COUNCIL

2006 legislative appropriation	101,471	0	101,471	101,471	0	101,471
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	5,085	0	5,085	5,085	0	5,085
▶ Adjust funding for agency expenditures related to cost of basic operations	537	0	537	477	0	477
Total recommended budget actions	5,622	0	5,622	5,562	0	5,562
Total recommended funding	107,093	0	107,093	107,033	0	107,033
Percentage change over fiscal year 2006	5.54%	N/A	5.54%	5.48%	N/A	5.48%
Position level:						
2006 legislative appropriation	2.00	0.00	2.00	2.00	0.00	2.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	2.00	0.00	2.00	2.00	0.00	2.00

CHESAPEAKE BAY COMMISSION

2006 legislative appropriation	205,856	0	205,856	205,856	0	205,856
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	5,500	0	5,500	5,500	0	5,500
Total recommended budget actions	5,500	0	5,500	5,500	0	5,500
Total recommended funding	211,356	0	211,356	211,356	0	211,356
Percentage change over fiscal year 2006	2.67%	N/A	2.67%	2.67%	N/A	2.67%
Position level:						
2006 legislative appropriation	1.00	0.00	1.00	1.00	0.00	1.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	1.00	0.00	1.00	1.00	0.00	1.00

VIRGINIA DISABILITY COMMISSION

2006 legislative appropriation	25,000	0	25,000	25,000	0	25,000
Total recommended funding	25,000	0	25,000	25,000	0	25,000
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

DR. MARTIN LUTHER KING, JR. MEMORIAL COMMISSION

2006 legislative appropriation	50,000	0	50,000	50,000	0	50,000
Total recommended funding	50,000	0	50,000	50,000	0	50,000
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%

Position level:

2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

JOINT COMMISSION ON HEALTH CARE

2006 legislative appropriation	443,882	0	443,882	443,882	0	443,882
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	15,906	0	15,906	15,906	0	15,906
▶ Adjust funding for agency expenditures related to cost of basic operations	1,981	0	1,981	1,760	0	1,760
Total recommended budget actions	17,887	0	17,887	17,666	0	17,666
Total recommended funding	461,769	0	461,769	461,548	0	461,548
Percentage change over fiscal year 2006	4.03%	N/A	4.03%	3.98%	N/A	3.98%

Position level:

2006 legislative appropriation	4.00	0.00	4.00	4.00	0.00	4.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	4.00	0.00	4.00	4.00	0.00	4.00

JOINT COMMISSION ON TECHNOLOGY AND SCIENCE

2006 legislative appropriation	165,709	0	165,709	165,709	0	165,709
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	8,572	0	8,572	8,572	0	8,572
Total recommended budget actions	8,572	0	8,572	8,572	0	8,572
Total recommended funding	174,281	0	174,281	174,281	0	174,281
Percentage change over fiscal year 2006	5.17%	N/A	5.17%	5.17%	N/A	5.17%

Position level:

2006 legislative appropriation	2.00	0.00	2.00	2.00	0.00	2.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	2.00	0.00	2.00	2.00	0.00	2.00

COMMISSIONERS FOR THE PROMOTION OF UNIFORMITY OF LEGISLATION IN THE UNITED STATES

2006 legislative appropriation	62,500	0	62,500	62,500	0	62,500
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	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Total recommended funding	62,500	0	62,500	62,500	0	62,500
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

STATE WATER COMMISSION

2006 legislative appropriation	10,160	0	10,160	10,160	0	10,160
Total recommended funding	10,160	0	10,160	10,160	0	10,160
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

VIRGINIA COAL AND ENERGY COMMISSION

2006 legislative appropriation	21,320	0	21,320	21,320	0	21,320
Total recommended funding	21,320	0	21,320	21,320	0	21,320
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

VIRGINIA CODE COMMISSION

2006 legislative appropriation	38,538	24,000	62,538	38,538	24,000	62,538
Total recommended funding	38,538	24,000	62,538	38,538	24,000	62,538
Percentage change over fiscal year 2006	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

VIRGINIA COMMISSION ON YOUTH

2006 legislative appropriation	292,178	0	292,178	292,178	0	292,178
Recommended budget actions:						
► Transfer centrally funded amounts to agency budgets	13,407	0	13,407	13,407	0	13,407
Total recommended budget actions	13,407	0	13,407	13,407	0	13,407
Total recommended funding	305,585	0	305,585	305,585	0	305,585
Percentage change over fiscal year 2006	4.59%	N/A	4.59%	4.59%	N/A	4.59%
Position level:						
2006 legislative appropriation	3.00	0.00	3.00	3.00	0.00	3.00

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	3.00	0.00	3.00	3.00	0.00	3.00

VIRGINIA STATE CRIME COMMISSION

2006 legislative appropriation	483,670	104,766	588,436	483,670	104,766	588,436
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	17,729	15,880	33,609	17,729	15,880	33,609
Total recommended budget actions	17,729	15,880	33,609	17,729	15,880	33,609
Total recommended funding	501,399	120,646	622,045	501,399	120,646	622,045
Percentage change over fiscal year 2006	3.67%	15.16%	5.71%	3.67%	15.16%	5.71%
Position level:						
2006 legislative appropriation	5.00	4.00	9.00	5.00	4.00	9.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	5.00	4.00	9.00	5.00	4.00	9.00

VIRGINIA FREEDOM OF INFORMATION ADVISORY COUNCIL

2006 legislative appropriation	149,960	0	149,960	149,960	0	149,960
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	9,136	0	9,136	9,136	0	9,136
Total recommended budget actions	9,136	0	9,136	9,136	0	9,136
Total recommended funding	159,096	0	159,096	159,096	0	159,096
Percentage change over fiscal year 2006	6.09%	N/A	6.09%	6.09%	N/A	6.09%
Position level:						
2006 legislative appropriation	1.50	0.00	1.50	1.50	0.00	1.50
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	1.50	0.00	1.50	1.50	0.00	1.50

VIRGINIA HOUSING COMMISSION

2006 legislative appropriation	20,000	0	20,000	20,000	0	20,000
Total recommended funding	20,000	0	20,000	20,000	0	20,000
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	2.00	2.00	0.00	2.00	2.00
Recommended budget actions	0.00	(2.00)	(2.00)	0.00	(2.00)	(2.00)
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

JOINT LEGISLATIVE AUDIT AND REVIEW COMMISSION

2006 legislative appropriation	2,809,438	99,701	2,909,139	2,809,438	99,701	2,909,139
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	169,240	5,837	175,077	169,240	5,837	175,077
▶ Adjust funding for agency expenditures related to cost of basic operations	788	0	788	1,587	0	1,587

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Total recommended budget actions	170,028	5,837	175,865	170,827	5,837	176,664
Total recommended funding	2,979,466	105,538	3,085,004	2,980,265	105,538	3,085,803
Percentage change over fiscal year 2006	6.05%	5.85%	6.05%	6.08%	5.85%	6.07%
Position level:						
2006 legislative appropriation	36.00	1.00	37.00	36.00	1.00	37.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	36.00	1.00	37.00	36.00	1.00	37.00
VIRGINIA COMMISSION ON INTERGOVERNMENTAL COOPERATION						
2006 legislative appropriation	676,330	0	676,330	676,330	0	676,330
Total recommended funding	676,330	0	676,330	676,330	0	676,330
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
LEGISLATIVE DEPARTMENT REVERSION CLEARING ACCOUNT						
2006 legislative appropriation	(420,680)	0	(420,680)	(420,680)	0	(420,680)
Total recommended funding	(420,680)	0	(420,680)	(420,680)	0	(420,680)
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
LEGISLATIVE DEPARTMENT TOTAL						
Grand total recommended funds	57,343,514	3,233,762	60,577,276	57,344,252	3,233,762	60,578,014
Grand total recommended positions	577.50	32.50	610.00	577.50	32.50	610.00



Judicial Department

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SUPREME COURT OF VIRGINIA						
2006 legislative appropriation	19,541,699	1,517,828	21,059,527	19,541,699	1,517,828	21,059,527
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	2,262,405	51,282	2,313,687	2,262,405	51,282	2,313,687
▶ Remove transfer to drug courts	0	(1,017,000)	(1,017,000)	0	(1,017,000)	(1,017,000)
▶ Transfer judicial pay raises to appropriate budget units	(1,318,854)	0	(1,318,854)	(1,318,854)	0	(1,318,854)
▶ Adjust funding for agency expenditures related to cost of basic operations	199,577	0	199,577	192,166	0	192,166
▶ Provide funding for judicial expenses	56,000	0	56,000	56,000	0	56,000
▶ Increase general fund support for drug courts	2,479,000	0	2,479,000	2,479,000	0	2,479,000
▶ Establish funding for drug courts not currently receiving state funding	367,000	0	367,000	367,000	0	367,000
▶ Add funding for magistrate system study	250,000	0	250,000	0	0	0
▶ Establish a three site pilot program	19,500	0	19,500	117,000	0	117,000
▶ Assess court system technology needs	250,000	0	250,000	0	0	0
Total recommended budget actions	4,564,628	(965,718)	3,598,910	4,154,717	(965,718)	3,188,999
Total recommended funding	24,106,327	552,110	24,658,437	23,696,416	552,110	24,248,526
Percentage change over fiscal year 2006	23.36%	(63.62%)	17.09%	21.26%	(63.62%)	15.14%
Position level:						
2006 legislative appropriation	117.63	1.00	118.63	117.63	1.00	118.63
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	117.63	1.00	118.63	117.63	1.00	118.63
COURT OF APPEALS OF VIRGINIA						
2006 legislative appropriation	6,794,916	0	6,794,916	6,794,916	0	6,794,916
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	202,651	0	202,651	202,651	0	202,651
▶ Transfer judicial pay raises from budget agency Supreme Court of Virginia	72,924	0	72,924	72,924	0	72,924
▶ Adjust funding for agency	22,537	0	22,537	20,021	0	20,021
Judicial Department Operating Budget Summary						B-789

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
expenditures related to cost of basic operations						
Total recommended budget actions	298,112	0	298,112	295,596	0	295,596
Total recommended funding	7,093,028	0	7,093,028	7,090,512	0	7,090,512
Percentage change over fiscal year 2006	4.39%	N/A	4.39%	4.35%	N/A	4.35%
Position level:						
2006 legislative appropriation	66.13	0.00	66.13	66.13	0.00	66.13
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	66.13	0.00	66.13	66.13	0.00	66.13
CIRCUIT COURTS						
2006 legislative appropriation	75,218,598	300,000	75,518,598	75,218,598	300,000	75,518,598
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	(371,046)	0	(371,046)	(371,046)	0	(371,046)
▶ Increase funds for criminal indigent defense	9,321,615	0	9,321,615	9,321,615	0	9,321,615
▶ Provide criminal fund rate increase	1,250,000	0	1,250,000	2,500,000	0	2,500,000
Total recommended budget actions	10,200,569	0	10,200,569	11,450,569	0	11,450,569
Total recommended funding	85,419,167	300,000	85,719,167	86,669,167	300,000	86,969,167
Percentage change over fiscal year 2006	13.56%	0.00%	13.51%	15.22%	0.00%	15.16%
Position level:						
2006 legislative appropriation	163.00	0.00	163.00	163.00	0.00	163.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	163.00	0.00	163.00	163.00	0.00	163.00
GENERAL DISTRICT COURTS						
2006 legislative appropriation	78,161,845	0	78,161,845	78,161,845	0	78,161,845
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	2,931,207	0	2,931,207	2,931,207	0	2,931,207
▶ Transfer judicial pay raises from budget agency Supreme Court of Virginia	664,845	0	664,845	664,845	0	664,845
▶ Address Involuntary Mental Commitment Fund cost increase	389,876	0	389,876	389,876	0	389,876
Total recommended budget actions	3,985,928	0	3,985,928	3,985,928	0	3,985,928
Total recommended funding	82,147,773	0	82,147,773	82,147,773	0	82,147,773
Percentage change over fiscal year 2006	5.10%	N/A	5.10%	5.10%	N/A	5.10%
Position level:						
2006 legislative appropriation	990.10	0.00	990.10	990.10	0.00	990.10
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	990.10	0.00	990.10	990.10	0.00	990.10
JUVENILE AND DOMESTIC RELATIONS DISTRICT COURTS						
2006 legislative appropriation	63,314,963	0	63,314,963	63,314,963	0	63,314,963

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,632,619	0	1,632,619	1,632,619	0	1,632,619
▶ Transfer judicial pay raises from budget agency Supreme Court of Virginia	581,085	0	581,085	581,085	0	581,085
Total recommended budget actions	2,213,704	0	2,213,704	2,213,704	0	2,213,704
Total recommended funding	65,528,667	0	65,528,667	65,528,667	0	65,528,667
Percentage change over fiscal year 2006	3.50%	N/A	3.50%	3.50%	N/A	3.50%
Position level:						
2006 legislative appropriation	590.10	0.00	590.10	590.10	0.00	590.10
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	590.10	0.00	590.10	590.10	0.00	590.10
COMBINED DISTRICT COURTS						
2006 legislative appropriation	17,795,661	0	17,795,661	17,795,661	0	17,795,661
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	653,124	0	653,124	653,124	0	653,124
Total recommended budget actions	653,124	0	653,124	653,124	0	653,124
Total recommended funding	18,448,785	0	18,448,785	18,448,785	0	18,448,785
Percentage change over fiscal year 2006	3.67%	N/A	3.67%	3.67%	N/A	3.67%
Position level:						
2006 legislative appropriation	204.55	0.00	204.55	204.55	0.00	204.55
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	204.55	0.00	204.55	204.55	0.00	204.55
MAGISTRATE SYSTEM						
2006 legislative appropriation	19,360,963	0	19,360,963	19,360,963	0	19,360,963
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,597,425	0	1,597,425	1,597,425	0	1,597,425
▶ Adjust funding for agency expenditures related to cost of basic operations	(2,982)	0	(2,982)	(3,757)	0	(3,757)
Total recommended budget actions	1,594,443	0	1,594,443	1,593,668	0	1,593,668
Total recommended funding	20,955,406	0	20,955,406	20,954,631	0	20,954,631
Percentage change over fiscal year 2006	8.24%	N/A	8.24%	8.23%	N/A	8.23%
Position level:						
2006 legislative appropriation	400.20	0.00	400.20	400.20	0.00	400.20
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	400.20	0.00	400.20	400.20	0.00	400.20
BOARD OF BAR EXAMINERS						
2006 legislative appropriation	0	993,828	993,828	0	993,828	993,828

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	35,607	35,607	0	35,607	35,607
▶ Adjust positions and funding to properly reflect agency staff level	0	60,910	60,910	0	60,910	60,910
▶ Increase per diem payments	0	14,330	14,330	0	14,330	14,330
▶ Increase funding for multi-state bar examination	0	5,814	5,814	0	5,814	5,814
Total recommended budget actions	0	116,661	116,661	0	116,661	116,661
Total recommended funding	0	1,110,489	1,110,489	0	1,110,489	1,110,489
Percentage change over fiscal year 2006	N/A	11.74%	11.74%	N/A	11.74%	11.74%
Position level:						
2006 legislative appropriation	0.00	5.00	5.00	0.00	5.00	5.00
Recommended budget actions	0.00	1.00	1.00	0.00	1.00	1.00
Total recommended positions	0.00	6.00	6.00	0.00	6.00	6.00

JUDICIAL INQUIRY AND REVIEW COMMISSION

2006 legislative appropriation	481,464	0	481,464	481,464	0	481,464
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	32,078	0	32,078	32,078	0	32,078
▶ Adjust funding for agency expenditures related to cost of basic operations	5,522	0	5,522	5,409	0	5,409
Total recommended budget actions	37,600	0	37,600	37,487	0	37,487
Total recommended funding	519,064	0	519,064	518,951	0	518,951
Percentage change over fiscal year 2006	7.81%	N/A	7.81%	7.79%	N/A	7.79%
Position level:						
2006 legislative appropriation	3.00	0.00	3.00	3.00	0.00	3.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	3.00	0.00	3.00	3.00	0.00	3.00

INDIGENT DEFENSE COMMISSION

2006 legislative appropriation	32,050,979	10,000	32,060,979	32,050,979	10,000	32,060,979
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,639,576	0	1,639,576	1,639,576	0	1,639,576
▶ Adjust for statewide pay increase	254,087	0	254,087	254,087	0	254,087
▶ Adjust funding for agency expenditures related to cost of basic operations	382	0	382	768	0	768
▶ Increase public defender staffing levels	1,207,421	0	1,207,421	1,099,599	0	1,099,599
Total recommended budget actions	3,101,466	0	3,101,466	2,994,030	0	2,994,030
Total recommended funding	35,152,445	10,000	35,162,445	35,045,009	10,000	35,055,009
Percentage change over fiscal year 2006	9.68%	0.00%	9.67%	9.34%	0.00%	9.34%

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Position level:						
2006 legislative appropriation	482.00	0.00	482.00	482.00	0.00	482.00
Recommended budget actions	16.00	0.00	0.00	16.00	0.00	0.00
Total recommended positions	498.00	0.00	482.00	498.00	0.00	482.00

VIRGINIA CRIMINAL SENTENCING COMMISSION

2006 legislative appropriation	851,171	35,000	886,171	851,171	35,000	886,171
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	49,853	0	49,853	49,853	0	49,853
▶ Provide funding for additional copies of the Sentencing Guideline Manual	0	35,000	35,000	0	35,000	35,000
▶ Adjust funding for agency expenditures related to cost of basic operations	5,504	0	5,504	5,373	0	5,373
Total recommended budget actions	55,357	35,000	90,357	55,226	35,000	90,226
Total recommended funding	906,528	70,000	976,528	906,397	70,000	976,397
Percentage change over fiscal year 2006	6.50%	100.00%	10.20%	6.49%	100.00%	10.18%

Position level:

2006 legislative appropriation	10.00	0.00	10.00	10.00	0.00	10.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	10.00	0.00	10.00	10.00	0.00	10.00

VIRGINIA STATE BAR

2006 legislative appropriation	2,145,015	12,412,317	14,557,332	2,145,015	12,412,317	14,557,332
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	494,209	494,209	0	494,209	494,209
▶ Adjust base compensation to current expenditure level	0	120,650	120,650	0	120,650	120,650
▶ Implement compensation plan salary adjustments	0	39,016	39,016	0	91,538	91,538
▶ Adjust base budget for personal services at current expenditure level	0	387,635	387,635	0	447,385	447,385
▶ Provide additional support for legal aid	250,000	0	250,000	0	0	0
▶ Increase professional regulation staff	0	185,698	185,698	0	185,698	185,698
▶ Increase funding for outside attorney services	0	79,550	79,550	0	89,550	89,550
▶ Create part-time facilities/procurement assistant position	0	24,010	24,010	0	24,010	24,010
▶ Create part-time public relations assistant position	0	28,812	28,812	0	28,812	28,812
▶ Provide funding for special programs and projects	0	132,500	132,500	0	132,500	132,500
▶ Increase Clients' Protection Fund principal	0	250,000	250,000	0	250,000	250,000

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Total recommended budget actions	250,000	1,742,080	1,992,080	0	1,864,352	1,864,352
Total recommended funding	2,395,015	14,154,397	16,549,412	2,145,015	14,276,669	16,421,684
Percentage change over fiscal year 2006	11.65%	14.04%	13.68%	0.00%	15.02%	12.81%
Position level:						
2006 legislative appropriation	0.00	85.00	85.00	0.00	85.00	85.00
Recommended budget actions	0.00	4.00	4.00	0.00	4.00	4.00
Total recommended positions	0.00	89.00	89.00	0.00	89.00	89.00
JUDICIAL DEPARTMENT TOTAL						
Grand total recommended funds	342,672,205	16,196,996	358,869,201	343,151,323	16,319,268	359,470,591
Grand total recommended positions	3,042.71	96.00	3,122.71	3,042.71	96.00	3,122.71



Executive Offices

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
OFFICE OF THE GOVERNOR						
2006 legislative appropriation	3,575,758	0	3,575,758	3,575,758	0	3,575,758
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	227,200	8,824	236,024	227,200	8,824	236,024
▶ Move Liaison Office operations to the Governor's Office	307,647	119,837	427,484	307,647	119,837	427,484
▶ Adjust funding for agency expenditures related to cost of basic operations	147,233	0	147,233	140,157	0	140,157
▶ Continue the Office of Commonwealth Preparedness	478,956	0	478,956	478,956	0	478,956
Total recommended budget actions	1,161,036	128,661	1,289,697	1,153,960	128,661	1,282,621
Total recommended funding	4,736,794	128,661	4,865,455	4,729,718	128,661	4,858,379
Percentage change over fiscal year 2006	32.47%	N/A	36.07%	32.27%	N/A	35.87%
Position level:						
2006 legislative appropriation	37.00	0.00	37.00	37.00	0.00	37.00
Recommended budget actions	5.67	1.33	1.33	5.67	1.33	1.33
Total recommended positions	42.67	1.33	38.33	42.67	1.33	38.33
LIEUTENANT GOVERNOR						
2006 legislative appropriation	312,685	0	312,685	312,685	0	312,685
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	21,573	0	21,573	21,573	0	21,573
▶ Adjust funding for agency expenditures related to cost of basic operations	5,293	0	5,293	4,924	0	4,924
Total recommended budget actions	26,866	0	26,866	26,497	0	26,497
Total recommended funding	339,551	0	339,551	339,182	0	339,182
Percentage change over fiscal year 2006	8.59%	N/A	8.59%	8.47%	N/A	8.47%
Position level:						
2006 legislative appropriation	4.00	0.00	4.00	4.00	0.00	4.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	4.00	0.00	4.00	4.00	0.00	4.00

ATTORNEY GENERAL AND DEPARTMENT OF LAW

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
2006 legislative appropriation	17,084,063	8,804,598	25,888,661	17,084,063	8,804,598	25,888,661
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,163,964	478,720	1,642,684	1,163,964	478,720	1,642,684
▶ Adjust funding for agency expenditures related to cost of basic operations	112,802	0	112,802	101,037	0	101,037
▶ Address increased demand for legal advice	388,845	0	388,845	424,200	0	424,200
▶ Add two legal secretaries and handle increased workload	93,254	0	93,254	101,732	0	101,732
▶ Provide an equity band adjustment for legal staff	135,068	45,022	180,090	135,068	45,022	180,090
▶ Transfer enforcement of the Non-Participating Tobacco Manufacturers	298,109	0	298,109	320,845	0	320,845
Total recommended budget actions	2,192,042	523,742	2,715,784	2,246,846	523,742	2,770,588
Total recommended funding	19,276,105	9,328,340	28,604,445	19,330,909	9,328,340	28,659,249
Percentage change over fiscal year 2006	12.83%	5.95%	10.49%	13.15%	5.95%	10.70%
Position level:						
2006 legislative appropriation	210.50	65.50	276.00	210.50	65.50	276.00
Recommended budget actions	11.00	0.00	0.00	11.00	0.00	0.00
Total recommended positions	221.50	65.50	276.00	221.50	65.50	276.00

DIVISION OF DEBT COLLECTION

2006 legislative appropriation	0	1,526,605	1,526,605	0	1,526,605	1,526,605
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	86,009	86,009	0	86,009	86,009
▶ Improve processing debt collection receipts	0	52,490	52,490	0	51,358	51,358
Total recommended budget actions	0	138,499	138,499	0	137,367	137,367
Total recommended funding	0	1,665,104	1,665,104	0	1,663,972	1,663,972
Percentage change over fiscal year 2006	N/A	9.07%	9.07%	N/A	9.00%	9.00%
Position level:						
2006 legislative appropriation	0.00	23.00	23.00	0.00	23.00	23.00
Recommended budget actions	0.00	1.00	1.00	0.00	1.00	1.00
Total recommended positions	0.00	24.00	24.00	0.00	24.00	24.00

SECRETARY OF THE COMMONWEALTH

2006 legislative appropriation	1,674,566	0	1,674,566	1,674,566	0	1,674,566
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	82,880	0	82,880	82,880	0	82,880
▶ Adjust funding for agency expenditures related to cost of basic operations	37,755	0	37,755	37,951	0	37,951
Total recommended budget actions	120,635	0	120,635	120,831	0	120,831

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Total recommended funding	1,795,201	0	1,795,201	1,795,397	0	1,795,397
Percentage change over fiscal year 2006	7.20%	N/A	7.20%	7.22%	N/A	7.22%
Position level:						
2006 legislative appropriation	19.00	0.00	19.00	19.00	0.00	19.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	19.00	0.00	19.00	19.00	0.00	19.00

OFFICE FOR SUBSTANCE ABUSE PREVENTION

2006 legislative appropriation	0	600,000	600,000	0	600,000	600,000
Total recommended funding	0	600,000	600,000	0	600,000	600,000
Percentage change over fiscal year 2006	N/A	0.00%	0.00%	N/A	0.00%	0.00%
Position level:						
2006 legislative appropriation	0.00	3.00	3.00	0.00	3.00	3.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	3.00	3.00	0.00	3.00	3.00

INTERSTATE ORGANIZATION CONTRIBUTIONS

2006 legislative appropriation	232,066	0	232,066	232,066	0	232,066
Recommended budget actions:						
▶ Adjust the Federal Funds Information for States (FFIS) subscription rate	6,100	0	6,100	6,100	0	6,100
Total recommended budget actions	6,100	0	6,100	6,100	0	6,100
Total recommended funding	238,166	0	238,166	238,166	0	238,166
Percentage change over fiscal year 2006	2.63%	N/A	2.63%	2.63%	N/A	2.63%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

EXECUTIVE OFFICES TOTAL

Grand total recommended funds	26,385,817	11,722,105	38,107,922	26,433,372	11,720,973	38,154,345
Grand total recommended positions	287.17	93.83	364.33	287.17	93.83	364.33



Office of Administration

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF ADMINISTRATION						
2006 legislative appropriation	7,582,054	0	7,582,054	7,582,054	0	7,582,054
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	76,697	0	76,697	76,697	0	76,697
▶ Adjust funding for agency expenditures related to cost of basic operations	(7,475)	0	(7,475)	(7,275)	0	(7,275)
Total recommended budget actions	69,222	0	69,222	69,422	0	69,422
Total recommended funding	7,651,276	0	7,651,276	7,651,476	0	7,651,476
Percentage change over fiscal year 2006	0.91%	N/A	0.91%	0.92%	N/A	0.92%
Position level:						
2006 legislative appropriation	12.00	0.00	12.00	12.00	0.00	12.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	12.00	0.00	12.00	12.00	0.00	12.00
COMPENSATION BOARD						
2006 legislative appropriation	532,122,290	11,725,965	543,848,255	532,122,290	11,725,965	543,848,255
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	36,056,170	2,161	36,058,331	36,056,170	2,161	36,058,331
▶ Reduce equipment funding	(27,984)	0	(27,984)	(27,984)	0	(27,984)
▶ Provide the full cost of partially funded items	2,936,067	0	2,936,067	3,095,610	0	3,095,610
▶ Provide one law enforcement deputy per 1,500 in local population	850,583	0	850,583	929,698	0	929,698
▶ Provide funding to staff new jails and jail expansions	1,951,730	0	1,951,730	2,856,375	0	2,856,375
▶ Provide funding for per diem payments to local and regional jails	285,804	0	285,804	285,804	0	285,804
▶ Provide funding to fully annualize the December 2005 salary increase for constitutional officers	2,673,640	0	2,673,640	2,673,640	0	2,673,640
▶ Adjust funding for agency expenditures related to cost of basic operations	22,853	0	22,853	22,140	0	22,140
▶ Provide funding for public safety equipment	761,496	0	761,496	0	0	0

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Implement sheriffs' career development program	324,974	0	324,974	324,974	0	324,974
▶ Address staffing need in sheriffs' court services	673,281	0	673,281	1,058,013	0	1,058,013
▶ Address staffing need in Commonwealth's attorneys offices	1,384,407	0	1,384,407	2,243,768	0	2,243,768
▶ Address staffing need in circuit courts clerks offices	1,278,928	0	1,278,928	2,032,582	0	2,032,582
▶ Address staffing need in treasurers offices	579,181	0	579,181	924,225	0	924,225
▶ Address staffing need in commissioners of the revenue offices	492,920	0	492,920	788,672	0	788,672
▶ Address staffing need in directors of finance offices	271,106	0	271,106	418,982	0	418,982
Total recommended budget actions	50,515,156	2,161	50,517,317	53,682,669	2,161	53,684,830
Total recommended funding	582,637,446	11,728,126	594,365,572	585,804,959	11,728,126	597,533,085
Percentage change over fiscal year 2006	9.49%	0.02%	9.29%	10.09%	0.02%	9.87%
Position level:						
2006 legislative appropriation	24.00	1.00	25.00	24.00	1.00	25.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	24.00	1.00	25.00	24.00	1.00	25.00

DEPARTMENT OF CHARITABLE GAMING

2006 legislative appropriation	2,485,149	81,000	2,566,149	2,485,149	81,000	2,566,149
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	104,658	0	104,658	104,658	0	104,658
▶ Provide full funding for staff approved by the 2005 General Assembly	75,000	0	75,000	75,000	0	75,000
▶ Remove one time funding	0	(81,000)	(81,000)	0	(81,000)	(81,000)
▶ Adjust funding for agency expenditures related to cost of basic operations	6,020	0	6,020	5,380	0	5,380
Total recommended budget actions	185,678	(81,000)	104,678	185,038	(81,000)	104,038
Total recommended funding	2,670,827	0	2,670,827	2,670,187	0	2,670,187
Percentage change over fiscal year 2006	7.47%	(100.00%)	4.08%	7.45%	(100.00%)	4.05%
Position level:						
2006 legislative appropriation	31.00	0.00	31.00	31.00	0.00	31.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	31.00	0.00	31.00	31.00	0.00	31.00

DEPARTMENT OF EMPLOYMENT DISPUTE RESOLUTION

2006 legislative appropriation	943,020	251,765	1,194,785	943,020	251,765	1,194,785
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	56,969	21,587	78,556	56,969	21,587	78,556

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Adjust funding for agency expenditures related to cost of basic operations	24,729	0	24,729	24,887	0	24,887
▶ Replace aging computers	25,000	0	25,000	0	0	0
▶ Fund dispute resolution consultant	46,654	0	46,654	50,894	0	50,894
Total recommended budget actions	153,352	21,587	174,939	132,750	21,587	154,337
Total recommended funding	1,096,372	273,352	1,369,724	1,075,770	273,352	1,349,122
Percentage change over fiscal year 2006	16.26%	8.57%	14.64%	14.08%	8.57%	12.92%
Position level:						
2006 legislative appropriation	12.00	6.00	18.00	12.00	6.00	18.00
Recommended budget actions	0.50	(0.50)	(0.50)	0.50	(0.50)	(0.50)
Total recommended positions	12.50	5.50	17.50	12.50	5.50	17.50

DEPARTMENT OF GENERAL SERVICES

2006 legislative appropriation	18,805,467	19,657,533	38,463,000	18,805,467	19,657,533	38,463,000
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,375,641	1,662,715	3,038,356	1,375,641	1,662,715	3,038,356
▶ Fund increase cost for laboratory supplies and materials	180,000	0	180,000	180,000	0	180,000
▶ Adjust funding for agency expenditures related to cost of basic operations	549,214	0	549,214	692,546	0	692,546
▶ Provide training and technical support for procurement initiatives	191,840	0	191,840	205,124	22,792	227,916
▶ Provide transaction analysis support for real estate division	56,483	0	56,483	61,619	0	61,619
▶ Assume maintenance and oversight of the Facility Inventory Condition and Assessment (FICA) system	330,231	516,516	846,747	311,004	486,442	797,446
▶ Consolidate mail operations of small agencies	144,592	0	144,592	189,030	0	189,030
▶ Pay band adjustment for consolidated laboratory research technicians, specialists and Scientists	96,406	0	96,406	144,609	0	144,609
▶ Fund information technology requirements	1,081,447	0	1,081,447	557,110	368,707	925,817
▶ Provides operational support to the Virginia War Memorial	283,210	0	283,210	38,186	0	38,186
▶ Provide for use of E-85 fuel in the Commonwealth	450,000	0	450,000	0	0	0
Total recommended budget actions	4,739,064	2,179,231	6,918,295	3,754,869	2,540,656	6,295,525
Total recommended funding	23,544,531	21,836,764	45,381,295	22,560,336	22,198,189	44,758,525
Percentage change over fiscal year 2006	25.20%	11.09%	17.99%	19.97%	12.92%	16.37%
Position level:						
2006 legislative appropriation	240.50	401.50	642.00	240.50	401.50	642.00
Recommended budget actions	10.20	2.80	2.80	9.00	4.00	4.00
Total recommended positions	250.70	404.30	644.80	249.50	405.50	646.00

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
DEPARTMENT OF HUMAN RESOURCE MANAGEMENT						
2006 legislative appropriation	4,655,640	3,587,495	8,243,135	4,655,640	3,587,495	8,243,135
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	287,909	201,383	489,292	287,909	201,383	489,292
▶ Remove one-time costs associated with data warehouse effort	(180,405)	0	(180,405)	(180,405)	0	(180,405)
▶ Adjust funding for agency expenditures related to cost of basic operations	287,186	0	287,186	282,072	0	282,072
▶ Increase support for the Commonwealth's Equal Employment Opportunity Compliance Program	75,777	0	75,777	67,777	0	67,777
▶ Increase support for the state employee and the Local Choice health programs	0	78,744	78,744	0	73,780	73,780
▶ Establish workers compensation return-to-work unit	0	262,665	262,665	0	262,665	262,665
▶ Replace customer service tracking system	0	70,000	70,000	0	10,000	10,000
Total recommended budget actions	470,467	612,792	1,083,259	457,353	547,828	1,005,181
Total recommended funding	5,126,107	4,200,287	9,326,394	5,112,993	4,135,323	9,248,316
Percentage change over fiscal year 2006	10.11%	17.08%	13.14%	9.82%	15.27%	12.19%
Position level:						
2006 legislative appropriation	56.00	36.00	92.00	56.00	36.00	92.00
Recommended budget actions	1.00	4.00	4.00	1.00	4.00	4.00
Total recommended positions	57.00	40.00	96.00	57.00	40.00	96.00
ADMINISTRATION OF HEALTH INSURANCE						
2006 legislative appropriation	0	135,000,000	135,000,000	0	135,000,000	135,000,000
Recommended budget actions:						
▶ Reflect the increased cost of healthcare for the Local Choice program	0	30,000,000	30,000,000	0	30,000,000	30,000,000
Total recommended budget actions	0	30,000,000	30,000,000	0	30,000,000	30,000,000
Total recommended funding	0	165,000,000	165,000,000	0	165,000,000	165,000,000
Percentage change over fiscal year 2006	N/A	22.22%	22.22%	N/A	22.22%	22.22%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT OF VETERANS SERVICES						
2006 legislative appropriation	3,568,102	14,256,630	17,824,732	3,568,102	14,256,630	17,824,732
Recommended budget actions:						
▶ Transfer centrally funded amounts to	171,868	746,016	917,884	171,868	746,016	917,884

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
agency budgets						
▶ Remove one-time equipment funds from agency budget	(50,000)	0	(50,000)	(50,000)	0	(50,000)
▶ Adjust funding for agency expenditures related to cost of basic operations	22,413	0	22,413	35,031	0	35,031
▶ Increase staff support for Roanoke Veterans Care Center and implement a certified nursing program	0	1,223,898	1,223,898	0	1,354,237	1,354,237
▶ Increase staff to approve education courses and promote veterans' services marketing	0	139,744	139,744	0	134,744	134,744
▶ Increase staff and funding for equipment at Amelia and Suffolk cemeteries	133,643	82,884	216,527	169,072	82,884	251,956
▶ Provide funds for customer service and training staff for processing veterans' claims	345,515	0	345,515	476,128	0	476,128
Total recommended budget actions	623,439	2,192,542	2,815,981	802,099	2,317,881	3,119,980
Total recommended funding	4,191,541	16,449,172	20,640,713	4,370,201	16,574,511	20,944,712
Percentage change over fiscal year 2006	17.47%	15.38%	15.80%	22.48%	16.26%	17.50%
Position level:						
2006 legislative appropriation	69.00	239.00	308.00	69.00	239.00	308.00
Recommended budget actions	8.00	34.00	34.00	13.00	34.00	34.00
Total recommended positions	77.00	273.00	342.00	82.00	273.00	342.00
HUMAN RIGHTS COUNCIL						
2006 legislative appropriation	299,425	25,000	324,425	299,425	25,000	324,425
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	22,273	808	23,081	22,273	808	23,081
▶ Adjust funding for agency expenditures related to cost of basic operations	6,918	0	6,918	7,102	0	7,102
▶ Relocate the office space	22,500	0	22,500	20,000	0	20,000
▶ Add investigator positions to address increased workload	84,253	0	84,253	91,915	0	91,915
Total recommended budget actions	135,944	808	136,752	141,290	808	142,098
Total recommended funding	435,369	25,808	461,177	440,715	25,808	466,523
Percentage change over fiscal year 2006	45.40%	3.23%	42.15%	47.19%	3.23%	43.80%
Position level:						
2006 legislative appropriation	4.00	0.00	4.00	4.00	0.00	4.00
Recommended budget actions	2.00	0.00	0.00	2.00	0.00	0.00
Total recommended positions	6.00	0.00	4.00	6.00	0.00	4.00
STATE BOARD OF ELECTIONS						
2006 legislative appropriation	10,243,894	15,000,000	25,243,894	10,243,894	15,000,000	25,243,894

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	640,139	8,508	648,647	640,139	8,508	648,647
▶ Remove one-time federal Help America Vote Act funds	0	(15,000,000)	(15,000,000)	0	(15,000,000)	(15,000,000)
▶ Adjust funding for agency expenditures related to cost of basic operations	37,900	0	37,900	36,084	0	36,084
Total recommended budget actions	678,039	(14,991,492)	(14,313,453)	676,223	(14,991,492)	(14,315,269)
Total recommended funding	10,921,933	8,508	10,930,441	10,920,117	8,508	10,928,625
Percentage change over fiscal year 2006	6.62%	(99.94%)	(56.70%)	6.60%	(99.94%)	(56.71%)
Position level:						
2006 legislative appropriation	29.00	7.00	36.00	29.00	7.00	36.00
Recommended budget actions	2.00	0.00	0.00	2.00	0.00	0.00
Total recommended positions	31.00	7.00	36.00	31.00	7.00	36.00
OFFICE OF ADMINISTRATION TOTAL						
Grand total recommended funds	638,275,402	219,522,017	857,797,419	640,606,754	219,943,817	860,550,571
Grand total recommended positions	501.20	730.80	1,208.30	505.00	732.00	1,209.50



Office of Agriculture and Forestry

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF AGRICULTURE AND FORESTRY						
2006 legislative appropriation	540,000	0	540,000	540,000	0	540,000
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	2,971	0	2,971	2,971	0	2,971
▶ Remove one-time operations funding	(150,000)	0	(150,000)	(150,000)	0	(150,000)
▶ Adjust funding for agency expenditures related to cost of basic operations	11,526	0	11,526	11,725	0	11,725
Total recommended budget actions	(135,503)	0	(135,503)	(135,304)	0	(135,304)
Total recommended funding	404,497	0	404,497	404,696	0	404,696
Percentage change over fiscal year 2006	(25.09%)	N/A	(25.09%)	(25.06%)	N/A	(25.06%)
Position level:						
2006 legislative appropriation	3.00	0.00	3.00	3.00	0.00	3.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	3.00	0.00	3.00	3.00	0.00	3.00
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES						
2006 legislative appropriation	24,982,694	23,483,720	48,466,414	24,982,694	23,483,720	48,466,414
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,593,884	932,357	2,526,241	1,593,884	932,357	2,526,241
▶ Remove one-time spending amounts from agency budget	(359,350)	0	(359,350)	(359,350)	0	(359,350)
▶ Adjust appropriation for coyote damage control program	(35,000)	0	(35,000)	(35,000)	0	(35,000)
▶ Add appropriation for prepaid legal service plan regulation	0	451,050	451,050	0	451,050	451,050
▶ Adjust salary funding for veterinarian positions	103,118	30,004	133,122	103,118	30,004	133,122
▶ Adjust funding for agency expenditures related to cost of basic operations	208,129	0	208,129	196,451	0	196,451
▶ Add field positions to safeguard animal health	185,439	0	185,439	176,288	0	176,288
▶ Establish direct marketing services group and organic certification specialist	88,358	0	88,358	88,358	0	88,358

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Provide funding for weights and measures activities	98,238	0	98,238	101,896	0	101,896
▶ Re-engineer legacy applications to e-government applications	150,000	0	150,000	0	0	0
Total recommended budget actions	2,032,816	1,413,411	3,446,227	1,865,645	1,413,411	3,279,056
Total recommended funding	27,015,510	24,897,131	51,912,641	26,848,339	24,897,131	51,745,470
Percentage change over fiscal year 2006	8.14%	6.02%	7.11%	7.47%	6.02%	6.77%
Position level:						
2006 legislative appropriation	332.49	168.51	501.00	332.49	168.51	501.00
Recommended budget actions	5.00	0.00	0.00	5.00	0.00	0.00
Total recommended positions	337.49	168.51	501.00	337.49	168.51	501.00

DEPARTMENT OF FORESTRY

2006 legislative appropriation	15,828,704	9,814,092	25,642,796	15,828,704	9,814,092	25,642,796
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	960,538	420,728	1,381,266	960,538	420,728	1,381,266
▶ Remove one-time equipment funding	(548,525)	0	(548,525)	(548,525)	0	(548,525)
▶ Replace equipment for forest fire protection and emergency response	579,629	0	579,629	579,629	0	579,629
▶ Increase funding for staff development and training	199,225	0	199,225	144,775	0	144,775
▶ Adjust funding for agency expenditures related to cost of basic operations	64,106	0	64,106	76,364	0	76,364
▶ Establish water quality team	767,544	0	767,544	520,459	0	520,459
▶ Increase funding for Reforestation of Timberland Program	233,662	0	233,662	233,662	0	233,662
▶ Purchase software for personal data assistants for use with the agency's information management system	200,000	0	200,000	0	0	0
Total recommended budget actions	2,456,179	420,728	2,876,907	1,966,902	420,728	2,387,630
Total recommended funding	18,284,883	10,234,820	28,519,703	17,795,606	10,234,820	28,030,426
Percentage change over fiscal year 2006	15.52%	4.29%	11.22%	12.43%	4.29%	9.31%
Position level:						
2006 legislative appropriation	218.77	104.61	323.38	218.77	104.61	323.38
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	218.77	104.61	323.38	218.77	104.61	323.38

VIRGINIA AGRICULTURAL COUNCIL

2006 legislative appropriation	0	490,334	490,334	0	490,334	490,334
Total recommended funding	0	490,334	490,334	0	490,334	490,334
Percentage change over fiscal year 2006	N/A	0.00%	0.00%	N/A	0.00%	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
OFFICE OF AGRICULTURE AND FORESTRY TOTAL						
Grand total recommended funds	45,704,890	35,622,285	81,327,175	45,048,641	35,622,285	80,670,926
Grand total recommended positions	559.26	273.12	827.38	559.26	273.12	827.38



Office of Commerce and Trade

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF COMMERCE AND TRADE						
2006 legislative appropriation	797,149	0	797,149	797,149	0	797,149
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	43,158	0	43,158	43,158	0	43,158
▶ Adjust funding for agency expenditures related to cost of basic operations	(3,438)	0	(3,438)	(3,238)	0	(3,238)
Total recommended budget actions	39,720	0	39,720	39,920	0	39,920
Total recommended funding	836,869	0	836,869	837,069	0	837,069
Percentage change over fiscal year 2006	4.98%	N/A	4.98%	5.01%	N/A	5.01%
Position level:						
2006 legislative appropriation	8.00	0.00	8.00	8.00	0.00	8.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	8.00	0.00	8.00	8.00	0.00	8.00
BOARD OF ACCOUNTANCY						
2006 legislative appropriation	0	586,000	586,000	0	586,000	586,000
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	19,441	19,441	0	19,441	19,441
▶ Provide funding and positions for administration of Certified Public Accountant exam	0	185,000	185,000	0	165,000	165,000
Total recommended budget actions	0	204,441	204,441	0	184,441	184,441
Total recommended funding	0	790,441	790,441	0	770,441	770,441
Percentage change over fiscal year 2006	N/A	34.89%	34.89%	N/A	31.47%	31.47%
Position level:						
2006 legislative appropriation	0.00	4.00	4.00	0.00	4.00	4.00
Recommended budget actions	0.00	3.00	3.00	0.00	3.00	3.00
Total recommended positions	0.00	7.00	7.00	0.00	7.00	7.00
DEPARTMENT OF BUSINESS ASSISTANCE						
2006 legislative appropriation	11,066,542	2,331,045	13,397,587	11,066,542	2,331,045	13,397,587
Recommended budget actions:						
▶ Transfer centrally funded amounts to	226,898	41,329	268,227	226,898	41,329	268,227

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
agency budgets						
▶ Transfer funding to the Department of Minority Business Enterprise	(200,408)	(1,065,924)	(1,266,332)	(200,408)	(1,065,924)	(1,266,332)
▶ Eliminate federal trust fund appropriation	0	(115,088)	(115,088)	0	(115,088)	(115,088)
▶ Adjust funding for agency expenditures related to cost of basic operations	58,083	0	58,083	58,083	0	58,083
▶ Increase funding and positions for Workforce Services Program	250,000	0	250,000	250,000	0	250,000
▶ Provide funding for a program manager position for the "Selling to the State" initiative	97,251	0	97,251	102,683	0	102,683
▶ Provide one-time funding to update technology in the Virginia Business Information Center	75,000	0	75,000	0	0	0
Total recommended budget actions	506,824	(1,139,683)	(632,859)	437,256	(1,139,683)	(702,427)
Total recommended funding	11,573,366	1,191,362	12,764,728	11,503,798	1,191,362	12,695,160
Percentage change over fiscal year 2006	4.58%	(48.89%)	(4.72%)	3.95%	(48.89%)	(5.24%)
Position level:						
2006 legislative appropriation	42.00	20.50	62.50	42.00	20.50	62.50
Recommended budget actions	(2.00)	(13.50)	(13.50)	(2.00)	(13.50)	(13.50)
Total recommended positions	40.00	7.00	49.00	40.00	7.00	49.00

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

2006 legislative appropriation	42,539,134	71,318,291	113,857,425	42,539,134	71,318,291	113,857,425
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	453,792	224,246	678,038	453,792	224,246	678,038
▶ Remove one-time spending amounts from agency budget	(5,002,500)	0	(5,002,500)	(5,002,500)	0	(5,002,500)
▶ Transfer funding from Central Appropriations for Virginia Works	300,000	0	300,000	300,000	0	300,000
▶ Correct technical error in funding Planning District Commissions	17,964	0	17,964	17,964	0	17,964
▶ Reduce federal fund appropriations to reflect reduced federal revenues	0	(7,000,000)	(7,000,000)	0	(7,000,000)	(7,000,000)
▶ Adjust funding for agency expenditures related to cost of basic operations	35,661	0	35,661	35,897	0	35,897
▶ Provide additional funding for State Fire Marshal's Office program management system	145,000	30,000	175,000	0	0	0
▶ Provide additional funding for administration of housing and homeless assistance programs	199,585	0	199,585	199,585	0	199,585
▶ Provide funding to support The Crooked Road: Virginia's Heritage Music Trail	75,000	0	75,000	75,000	0	75,000

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Provide funding for Alleghany Highlands regional economic development effort	500,000	0	500,000	500,000	0	500,000
▶ Provide funding for regional research and development centers	660,000	0	660,000	1,820,000	0	1,820,000
▶ Provide funding to expand rural access to broadband technology	3,700,000	0	3,700,000	500,000	0	500,000
▶ Provide additional funding for the Appomattox River Dredging Project	200,000	0	200,000	0	0	0
Total recommended budget actions	1,284,502	(6,745,754)	(5,461,252)	(1,100,262)	(6,775,754)	(7,876,016)
Total recommended funding	43,823,636	64,572,537	108,396,173	41,438,872	64,542,537	105,981,409
Percentage change over fiscal year 2006	3.02%	(9.46%)	(4.80%)	(2.59%)	(9.50%)	(6.92%)
Position level:						
2006 legislative appropriation	113.50	22.50	136.00	113.50	22.50	136.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	113.50	22.50	136.00	113.50	22.50	136.00

DEPARTMENT OF LABOR AND INDUSTRY

2006 legislative appropriation	6,870,186	5,378,737	12,248,923	6,870,186	5,378,737	12,248,923
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	285,367	547,975	833,342	285,367	547,975	833,342
▶ Adjust funding for agency expenditures related to cost of basic operations	94,508	0	94,508	92,480	0	92,480
▶ Provide management staff for registered apprenticeship program	67,825	0	67,825	66,025	0	66,025
▶ Resolve employer and employee wage disputes	68,275	0	68,275	66,025	0	66,025
▶ Provide legal review for health and safety compliance program	36,450	36,450	72,900	35,550	35,550	71,100
Total recommended budget actions	552,425	584,425	1,136,850	545,447	583,525	1,128,972
Total recommended funding	7,422,611	5,963,162	13,385,773	7,415,633	5,962,262	13,377,895
Percentage change over fiscal year 2006	8.04%	10.87%	9.28%	7.94%	10.85%	9.22%
Position level:						
2006 legislative appropriation	113.23	66.77	180.00	113.23	66.77	180.00
Recommended budget actions	0.81	2.19	2.19	0.81	2.19	2.19
Total recommended positions	114.04	68.96	182.19	114.04	68.96	182.19

DEPARTMENT OF MINES, MINERALS AND ENERGY

2006 legislative appropriation	9,545,201	17,845,337	27,390,538	9,545,201	17,845,337	27,390,538
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	683,038	756,631	1,439,669	683,038	756,631	1,439,669
▶ Adjust funding for agency expenditures related to cost of basic operations	103,774	0	103,774	105,080	0	105,080

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Provide funding and positions for three minerals specialists (inspectors)	246,860	0	246,860	265,602	0	265,602
▶ Enhance assistance to agencies to execute additional energy savings contracts	116,400	0	116,400	116,400	0	116,400
▶ Provide additional funding to address an increased workload in energy and mineral extraction programs	991,776	0	991,776	991,776	0	991,776
Total recommended budget actions	2,141,848	756,631	2,898,479	2,161,896	756,631	2,918,527
Total recommended funding	11,687,049	18,601,968	30,289,017	11,707,097	18,601,968	30,309,065
Percentage change over fiscal year 2006	22.44%	4.24%	10.58%	22.65%	4.24%	10.66%
Position level:						
2006 legislative appropriation	163.62	71.38	235.00	163.62	71.38	235.00
Recommended budget actions	4.00	0.00	0.00	4.00	0.00	0.00
Total recommended positions	167.62	71.38	235.00	167.62	71.38	235.00

DEPARTMENT OF MINORITY BUSINESS ENTERPRISE

2006 legislative appropriation	463,163	0	463,163	463,163	0	463,163
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	12,972	42,111	55,083	12,972	42,111	55,083
▶ Reflect the transfer of amounts between agencies	200,408	1,338,243	1,538,651	200,408	1,338,243	1,538,651
▶ Adjust funding for agency expenditures related to cost of basic operations	18,152	0	18,152	17,943	0	17,943
Total recommended budget actions	231,532	1,380,354	1,611,886	231,323	1,380,354	1,611,677
Total recommended funding	694,695	1,380,354	2,075,049	694,486	1,380,354	2,074,840
Percentage change over fiscal year 2006	49.99%	N/A	348.02%	49.94%	N/A	347.97%
Position level:						
2006 legislative appropriation	7.50	0.00	7.50	7.50	0.00	7.50
Recommended budget actions	3.00	18.50	18.50	3.00	18.50	18.50
Total recommended positions	10.50	18.50	26.00	10.50	18.50	26.00

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION

2006 legislative appropriation	0	13,286,379	13,286,379	0	13,286,379	13,286,379
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	691,680	691,680	0	691,680	691,680
▶ Adjust appropriation for increased fee revenue	0	1,500,000	1,500,000	0	1,500,000	1,500,000
▶ Appropriate revenue from increases in applications and licenses	0	213,517	213,517	0	215,390	215,390
Total recommended budget actions	0	2,405,197	2,405,197	0	2,407,070	2,407,070
Total recommended funding	0	15,691,576	15,691,576	0	15,693,449	15,693,449
Percentage change over fiscal year 2006	N/A	18.10%	18.10%	N/A	18.12%	18.12%

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Position level:						
2006 legislative appropriation	0.00	144.00	144.00	0.00	144.00	144.00
Recommended budget actions	0.00	3.00	3.00	0.00	3.00	3.00
Total recommended positions	0.00	147.00	147.00	0.00	147.00	147.00

VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP

2006 legislative appropriation	15,616,939	0	15,616,939	15,616,939	0	15,616,939
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	681,888	0	681,888	681,888	0	681,888
▶ Eliminate funding for the Virginia Commission on Military Bases	(303,000)	0	(303,000)	(303,000)	0	(303,000)
▶ Reflect the transfer of amounts between agencies	475,000	0	475,000	475,000	0	475,000
▶ Adjust funding for agency expenditures related to cost of basic operations	6,874	0	6,874	6,874	0	6,874
▶ Provide additional funding for advertising	1,000,000	0	1,000,000	0	0	0
▶ Provide additional funding to develop business development international markets	200,000	0	200,000	0	0	0
▶ Provide additional funding to offset foreign currency losses	200,000	0	200,000	200,000	0	200,000
Total recommended budget actions	2,260,762	0	2,260,762	1,060,762	0	1,060,762
Total recommended funding	17,877,701	0	17,877,701	16,677,701	0	16,677,701
Percentage change over fiscal year 2006	14.48%	N/A	14.48%	6.79%	N/A	6.79%

Position level:

2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

VIRGINIA EMPLOYMENT COMMISSION

2006 legislative appropriation	80,637	571,774,099	571,854,736	80,637	571,774,099	571,854,736
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,530	4,946,327	4,947,857	1,530	4,946,327	4,947,857
▶ Decrease federal appropriation to reflect reductions in federal grant funding	0	(15,386,395)	(15,386,395)	0	(15,386,395)	(15,386,395)
▶ Increase nongeneral fund appropriation for unemployment insurance benefits	0	12,888,570	12,888,570	0	29,588,570	29,588,570
▶ Appropriate Special Reed Act funding to upgrade unemployment insurance systems	0	25,000,000	25,000,000	0	20,000,000	20,000,000
▶ Appropriate Special Reed Act funding for procurement of a web based financial/accounting system	0	2,500,000	2,500,000	0	500,000	500,000

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Appropriate Special Reed Act funding to replace the existing Virginia Workforce Network Information System	0	3,067,866	3,067,866	0	0	0
▶ Appropriate Special Unemployment Compensation Administrative funding and Special Reed Act funding for administration of the Unemployment Insurance Program	0	4,100,000	4,100,000	0	7,600,000	7,600,000
▶ Appropriate Special Reed Act funding for administration of the Job Services Program	0	3,700,000	3,700,000	0	5,700,000	5,700,000
Total recommended budget actions	1,530	40,816,368	40,817,898	1,530	52,948,502	52,950,032
Total recommended funding	82,167	612,590,467	612,672,634	82,167	624,722,601	624,804,768
Percentage change over fiscal year 2006	1.90%	7.14%	7.14%	1.90%	9.26%	9.26%
Position level:						
2006 legislative appropriation	0.00	1,042.50	1,042.50	0.00	1,042.50	1,042.50
Recommended budget actions	0.00	(5.00)	(5.00)	0.00	(5.00)	(5.00)
Total recommended positions	0.00	1,037.50	1,037.50	0.00	1,037.50	1,037.50

VIRGINIA RACING COMMISSION

2006 legislative appropriation	0	4,208,130	4,208,130	0	4,208,130	4,208,130
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	37,718	37,718	0	37,718	37,718
▶ Increase live race days	0	200,000	200,000	0	200,000	200,000
▶ Increase appropriation for the Breeder's Fund	0	180,000	180,000	0	180,000	180,000
▶ Replace the license application system	0	105,704	105,704	0	105,704	105,704
Total recommended budget actions	0	523,422	523,422	0	523,422	523,422
Total recommended funding	0	4,731,552	4,731,552	0	4,731,552	4,731,552
Percentage change over fiscal year 2006	N/A	12.44%	12.44%	N/A	12.44%	12.44%
Position level:						
2006 legislative appropriation	0.00	10.00	10.00	0.00	10.00	10.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	10.00	10.00	0.00	10.00	10.00

VIRGINIA TOURISM AUTHORITY

2006 legislative appropriation	14,130,098	0	14,130,098	14,130,098	0	14,130,098
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	313,674	0	313,674	313,674	0	313,674
▶ Remove one-time spending amounts from agency budget	(400,000)	0	(400,000)	(900,000)	0	(900,000)
▶ Reflect the transfer of amounts between agencies	450,000	0	450,000	450,000	0	450,000
▶ Adjust funding for agency expenditures related to cost of basic	6,277	0	6,277	6,170	0	6,170

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
operations						
▶ Provide additional marketing funds for Jamestown 2007 Commemoration	1,500,000	0	1,500,000	250,000	0	250,000
▶ Provide additional funding to leverage advertising and marketing funds	500,000	0	500,000	500,000	0	500,000
▶ Provide funding support for the Danville Welcome Center	100,000	0	100,000	0	0	0
Total recommended budget actions	2,469,951	0	2,469,951	619,844	0	619,844
Total recommended funding	16,600,049	0	16,600,049	14,749,942	0	14,749,942
Percentage change over fiscal year 2006	17.48%	N/A	17.48%	4.39%	N/A	4.39%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
OFFICE OF COMMERCE AND TRADE TOTAL						
Grand total recommended funds	110,598,143	725,513,419	836,111,562	105,106,765	737,596,526	842,703,291
Grand total recommended positions	453.66	1,389.84	1,837.69	453.66	1,389.84	1,837.69



Office of Education

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF EDUCATION						
2006 legislative appropriation	672,385	50,700	723,085	672,385	50,700	723,085
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	43,858	0	43,858	43,858	0	43,858
▶ Remove nongeneral fund appropriation to establish the Virginia Cancer Research Fund	0	(50,000)	(50,000)	0	(50,000)	(50,000)
▶ Remove nongeneral fund amounts from agency budget	0	(700)	(700)	0	(700)	(700)
▶ Adjust funding for agency expenditures related to cost of basic operations	(3,690)	0	(3,690)	(3,504)	0	(3,504)
Total recommended budget actions	40,168	(50,700)	(10,532)	40,354	(50,700)	(10,346)
Total recommended funding	712,553	0	712,553	712,739	0	712,739
Percentage change over fiscal year 2006	5.97%	(100.00%)	(1.46%)	6.00%	(100.00%)	(1.43%)
Position level:						
2006 legislative appropriation	6.00	0.00	6.00	6.00	0.00	6.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	6.00	0.00	6.00	6.00	0.00	6.00
DEPARTMENT OF EDUCATION, CENTRAL OFFICE OPERATIONS						
2006 legislative appropriation	61,264,986	50,768,498	112,033,484	61,264,986	50,768,498	112,033,484
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	952,796	810,627	1,763,423	952,796	810,627	1,763,423
▶ Remove one-time spending	(81,000)	0	(81,000)	(81,000)	0	(81,000)
▶ Remove one-time spending	(148,650)	0	(148,650)	(148,650)	0	(148,650)
▶ Increase nongeneral fund appropriation	0	10,160,000	10,160,000	0	10,160,000	10,160,000
▶ Adjust funding for agency expenditures related to cost of basic operations	171,150	0	171,150	165,896	0	165,896
▶ Increase funding for the National Board Certification program	245,875	0	245,875	245,875	0	245,875
▶ Increase funding for the No Child Left Behind and Education for a Lifetime programs	1,426,369	0	1,426,369	1,434,495	0	1,434,495

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
Total recommended budget actions	2,566,540	10,970,627	13,537,167	2,569,412	10,970,627	13,540,039
Total recommended funding	63,831,526	61,739,125	125,570,651	63,834,398	61,739,125	125,573,523
Percentage change over fiscal year 2006	4.19%	21.61%	12.08%	4.19%	21.61%	12.09%
Position level:						
2006 legislative appropriation	168.50	168.50	337.00	168.50	168.50	337.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	168.50	168.50	337.00	168.50	168.50	337.00

DIRECT AID TO PUBLIC EDUCATION

2006 legislative appropriation	4,993,736,525	787,123,625	5,780,860,150	4,993,736,525	787,123,625	5,780,860,150
Recommended budget actions:						
▶ Remove one-time spending	(650,000)	0	(650,000)	(650,000)	0	(650,000)
▶ Increase nongeneral fund appropriation	0	118,000,000	118,000,000	0	118,000,000	118,000,000
▶ Transfer funds for school breakfast reimbursement initiative	1,172,020	0	1,172,020	1,172,020	0	1,172,020
▶ Transfer centrally-funded amounts to agency budget	682,082	0	682,082	682,082	0	682,082
▶ Increase nongeneral fund appropriation for school nutrition programs	0	20,000,000	20,000,000	0	20,000,000	20,000,000
▶ Update costs of the Standards of Quality programs	451,234,951	0	451,234,951	490,700,988	0	490,700,988
▶ Update for 2005 Triennial School Census Count	3,905,668	0	3,905,668	3,901,394	0	3,901,394
▶ Update Lottery proceeds for public education	(6,079,040)	0	(6,079,040)	(6,079,040)	0	(6,079,040)
▶ Update benefit contribution rates for Standards of Quality related positions	82,532,966	0	82,532,966	83,404,696	0	83,404,696
▶ Adjust sales tax revenues for public education	77,118,633	0	77,118,633	107,909,139	0	107,909,139
▶ Update Direct Aid programs based on the recalculation of the composite index	20,002,608	0	20,002,608	21,341,507	0	21,341,507
▶ Update costs of incentive-based programs	(17,086,929)	0	(17,086,929)	(9,675,440)	0	(9,675,440)
▶ Update costs of categorical programs	5,229,334	683,629	5,912,963	8,254,880	1,979,192	10,234,072
▶ Increase funding for No Child Left Behind and Education for a Lifetime programs	5,877,798	0	5,877,798	5,316,316	0	5,316,316
▶ Increase salaries for public school employees	61,435,870	0	61,435,870	106,179,728	0	106,179,728
▶ Fund cost of competing adjustment	1,374,999	0	1,374,999	3,456,607	0	3,456,607
▶ Increase funding for supplemental education programs	600,000	0	600,000	100,000	0	100,000
Total recommended budget actions	687,350,960	138,683,629	826,034,589	816,014,877	139,979,192	955,994,069
Total recommended funding	5,681,087,485	925,807,254	6,606,894,739	5,809,751,402	927,102,817	6,736,854,219
Percentage change over fiscal year 2006	13.76%	17.62%	14.29%	16.34%	17.78%	16.54%

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

VIRGINIA SCHOOL FOR THE DEAF, BLIND AND MULTI-DISABLED AT HAMPTON

2006 legislative appropriation	6,138,320	462,625	6,600,945	6,138,320	462,625	6,600,945
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	377,559	34,816	412,375	377,559	34,816	412,375
▶ Adjust funding for agency expenditures related to cost of basic operations	48,253	0	48,253	62,563	0	62,563
▶ Provide pay parity increase for faculty	31,696	0	31,696	58,515	0	58,515
Total recommended budget actions	457,508	34,816	492,324	498,637	34,816	533,453
Total recommended funding	6,595,828	497,441	7,093,269	6,636,957	497,441	7,134,398
Percentage change over fiscal year 2006	7.45%	7.53%	7.46%	8.12%	7.53%	8.08%
Position level:						
2006 legislative appropriation	128.00	0.00	128.00	128.00	0.00	128.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	128.00	0.00	128.00	128.00	0.00	128.00

VIRGINIA SCHOOL FOR THE DEAF AND THE BLIND AT STAUNTON

2006 legislative appropriation	6,434,906	928,102	7,363,008	6,434,906	928,102	7,363,008
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	487,306	74,812	562,118	487,306	74,812	562,118
▶ Adjust funding for agency expenditures related to cost of basic operations	118,568	0	118,568	138,159	0	138,159
▶ Provide pay parity increase for faculty	38,132	0	38,132	70,398	0	70,398
Total recommended budget actions	644,006	74,812	718,818	695,863	74,812	770,675
Total recommended funding	7,078,912	1,002,914	8,081,826	7,130,769	1,002,914	8,133,683
Percentage change over fiscal year 2006	10.01%	8.06%	9.76%	10.81%	8.06%	10.47%
Position level:						
2006 legislative appropriation	143.00	0.00	143.00	143.00	0.00	143.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	143.00	0.00	143.00	143.00	0.00	143.00

STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA

2006 legislative appropriation	69,673,563	5,083,163	74,756,726	69,673,563	5,083,163	74,756,726
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	182,141	22,705	204,846	182,141	22,705	204,846
▶ Remove one-time funding	(2,100,000)	0	(2,100,000)	(2,100,000)	0	(2,100,000)
▶ Reflect administrative nongeneral	0	1,090,116	1,090,116	0	1,090,116	1,090,116

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
fund increases in agency budget						
▶ Adjust funding for agency expenditures related to cost of basic operations	26,894	0	26,894	23,879	0	23,879
▶ Provide increased appropriation and add one position for No Child Left Behind and the GEAR-UP programs	0	92,265	92,265	0	99,941	99,941
▶ Increase appropriation and positions for the management of private and out of state postsecondary education	0	90,000	90,000	0	102,000	102,000
▶ Provide increased funding for the Virtual Library of Virginia	766,283	0	766,283	766,283	0	766,283
▶ Provide funding and additional position for higher education transfer and articulation coordinator	85,033	0	85,033	91,493	0	91,493
▶ Provide increased funding for the Tuition Assistance Grant (TAG) program	4,430,450	0	4,430,450	8,860,500	0	8,860,500
▶ Increase funding to provide scholarships to minority doctoral candidates	10,000	0	10,000	30,000	0	30,000
▶ Increase funding for eminent scholars	438,891	0	438,891	877,782	0	877,782
▶ Provide funding to support military tuition waivers	2,500,000	0	2,500,000	2,500,000	0	2,500,000
Total recommended budget actions	6,339,692	1,295,086	7,634,778	11,232,078	1,314,762	12,546,840
Total recommended funding	76,013,255	6,378,249	82,391,504	80,905,641	6,397,925	87,303,566
Percentage change over fiscal year 2006	9.10%	25.48%	10.21%	16.12%	25.87%	16.78%
Position level:						
2006 legislative appropriation	36.00	8.00	44.00	36.00	8.00	44.00
Recommended budget actions	1.00	2.00	2.00	1.00	2.00	2.00
Total recommended positions	37.00	10.00	46.00	37.00	10.00	46.00

CHRISTOPHER NEWPORT UNIVERSITY

2006 legislative appropriation	27,195,986	54,977,801	82,173,787	27,195,986	54,977,801	82,173,787
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	672,262	541,473	1,213,735	672,262	541,473	1,213,735
▶ Annualize faculty salary costs	223,419	120,303	343,722	223,419	120,303	343,722
▶ Increase nongeneral fund appropriation for sponsored programs	0	3,480	3,480	0	3,480	3,480
▶ Increase nongeneral fund appropriation	0	215,294	215,294	0	215,294	215,294
▶ Increase nongeneral fund appropriation and positions for the Ferguson Center for the Arts	0	4,160,500	4,160,500	0	4,160,500	4,160,500
▶ Increase support for operation and maintenance of the University Bookstore	0	500,000	500,000	0	500,000	500,000
▶ Adjust nongeneral fund appropriation	0	1,114,000	1,114,000	0	1,114,000	1,114,000

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
for auxiliary enterprises						
▶ Adjust funding for agency expenditures related to cost of basic operations	87,026	0	87,026	111,178	0	111,178
▶ Provide funding for support services	143,846	76,102	219,948	143,846	76,102	219,948
▶ Adjust nongeneral fund appropriation for educational and general programs	0	0	0	0	1,567,911	1,567,911
▶ Fund growth in enrollment and degree completions	859,302	423,238	1,282,540	859,302	423,238	1,282,540
▶ Increase undergraduate student financial assistance	249,957	0	249,957	249,957	0	249,957
▶ Fund faculty salary increases	263,371	139,432	402,803	486,223	257,412	743,635
Total recommended budget actions	2,499,183	7,293,822	9,793,005	2,746,187	8,979,713	11,725,900
Total recommended funding	29,695,169	62,271,623	91,966,792	29,942,173	63,957,514	93,899,687
Percentage change over fiscal year 2006	9.19%	13.27%	11.92%	10.10%	16.33%	14.27%
Position level:						
2006 legislative appropriation	330.96	373.78	704.74	330.96	373.78	704.74
Recommended budget actions	0.00	13.00	13.00	0.00	13.00	13.00
Total recommended positions	330.96	386.78	717.74	330.96	386.78	717.74

THE COLLEGE OF WILLIAM AND MARY IN VIRGINIA

2006 legislative appropriation	44,178,079	144,604,216	188,782,295	44,178,079	144,604,216	188,782,295
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,467,500	2,092,207	3,559,707	1,467,500	2,092,207	3,559,707
▶ Remove one-time spending amounts from agency budget	(324,800)	0	(324,800)	(324,800)	0	(324,800)
▶ Annualize faculty salary increases	527,331	758,843	1,286,174	527,331	758,843	1,286,174
▶ Increase nongeneral fund appropriation to increase student financial assistance	0	1,294,500	1,294,500	0	1,294,500	1,294,500
▶ Adjust nongeneral fund appropriation to reflect additional auxiliary enterprise program revenue	0	5,424,000	5,424,000	0	5,424,000	5,424,000
▶ Adjust funding for agency expenditures related to cost of basic operations	195,016	0	195,016	307,933	0	307,933
▶ Adjust nongeneral fund appropriation for educational and general programs	0	0	0	0	1,973,828	1,973,828
▶ Fund growth in enrollment and degree completions	1,167,264	574,921	1,742,185	1,167,264	574,921	1,742,185
▶ Increase undergraduate student financial assistance	181,025	0	181,025	181,025	0	181,025
▶ Increase support for operation and maintenance of new facilities	323,700	504,233	827,933	431,600	672,310	1,103,910
▶ Fund faculty salary increases	569,579	814,401	1,383,980	1,051,530	1,503,510	2,555,040
Total recommended budget actions	4,106,615	11,463,105	15,569,720	4,809,383	14,294,119	19,103,502
Total recommended funding	48,284,694	156,067,321	204,352,015	48,987,462	158,898,335	207,885,797

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Percentage change over fiscal year 2006	9.30%	7.93%	8.25%	10.89%	9.88%	10.12%
Position level:						
2006 legislative appropriation	558.19	856.26	1,414.45	558.19	856.26	1,414.45
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	558.19	856.26	1,414.45	558.19	856.26	1,414.45

RICHARD BLAND COLLEGE

2006 legislative appropriation	4,881,116	3,529,136	8,410,252	4,881,116	3,529,136	8,410,252
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	157,887	71,438	229,325	157,887	71,438	229,325
▶ Annualize faculty salary increases	38,352	20,651	59,003	38,352	20,651	59,003
▶ Increase nongeneral fund appropriation	0	25,000	25,000	0	25,000	25,000
▶ Reduce nongeneral fund appropriation to more accurately reflect tuition collections	0	(246,225)	(246,225)	0	(146,225)	(146,225)
▶ Adjust funding for agency expenditures related to cost of basic operations	19,671	0	19,671	30,436	0	30,436
▶ Provide information technology support	109,256	54,056	163,312	109,256	54,056	163,312
▶ Fund growth in enrollment and degree completions	657,728	323,956	981,684	657,728	323,956	981,684
▶ Increase undergraduate student financial assistance	19,406	0	19,406	19,406	0	19,406
▶ Fund faculty salary increases	27,417	13,593	41,010	50,616	25,095	75,711
Total recommended budget actions	1,029,717	262,469	1,292,186	1,063,681	373,971	1,437,652
Total recommended funding	5,910,833	3,791,605	9,702,438	5,944,797	3,903,107	9,847,904
Percentage change over fiscal year 2006	21.10%	7.44%	15.36%	21.79%	10.60%	17.09%
Position level:						
2006 legislative appropriation	63.51	36.65	100.16	63.51	36.65	100.16
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	63.51	36.65	100.16	63.51	36.65	100.16

VIRGINIA INSTITUTE OF MARINE SCIENCE

2006 legislative appropriation	17,550,793	20,884,299	38,435,092	17,550,793	20,884,299	38,435,092
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	906,549	99,341	1,005,890	906,549	99,341	1,005,890
▶ Remove one-time spending amounts from agency budget	(355,250)	0	(355,250)	(355,250)	0	(355,250)
▶ Annualize faculty salary increases	287,348	15,124	302,472	287,348	15,124	302,472
▶ Increase nongeneral fund appropriation	0	588,038	588,038	0	588,038	588,038
▶ Adjust nongeneral fund appropriation to reflect increased federal grants	0	2,224,342	2,224,342	0	2,224,342	2,224,342

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Adjust nongeneral fund appropriation for 2004-2006 Central Account actions	0	435,189	435,189	0	435,189	435,189
▶ Adjust funding for agency expenditures related to cost of basic operations	1,311	0	1,311	20,268	0	20,268
▶ Assess and verify the cleanup of the Chesapeake Bay	1,098,814	0	1,098,814	1,819,307	0	1,819,307
▶ Increase support for operation and maintenance of new facilities	391,170	20,588	411,758	951,615	50,085	1,001,700
▶ Fund faculty salary increases	151,669	7,983	159,652	280,004	14,737	294,741
Total recommended budget actions	2,481,611	3,390,605	5,872,216	3,909,841	3,426,856	7,336,697
Total recommended funding	20,032,404	24,274,904	44,307,308	21,460,634	24,311,155	45,771,789
Percentage change over fiscal year 2006	14.14%	16.24%	15.28%	22.28%	16.41%	19.09%
Position level:						
2006 legislative appropriation	259.77	99.30	359.07	259.77	99.30	359.07
Recommended budget actions	3.00	0.00	0.00	5.00	0.00	0.00
Total recommended positions	262.77	99.30	359.07	264.77	99.30	359.07

GEORGE MASON UNIVERSITY

2006 legislative appropriation	117,789,698	363,595,629	481,385,327	117,789,698	363,595,629	481,385,327
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	2,890,162	3,174,437	6,064,599	2,890,162	3,174,437	6,064,599
▶ Remove one-time spending from agency budget	(885,875)	0	(885,875)	(885,875)	0	(885,875)
▶ Provide the full cost of partially funded items	1,260,951	982,125	2,243,076	1,260,951	982,125	2,243,076
▶ Increase nongeneral fund appropriation to reflect administrative increases in agency budget	0	3,520,000	3,520,000	0	3,520,000	3,520,000
▶ Increase nongeneral fund appropriation and position level for tuition and other fee-related revenues	0	0	0	0	5,257,155	5,257,155
▶ Increase nongeneral fund appropriation and position level for auxiliary enterprise program revenue	0	7,760,500	7,760,500	0	15,118,500	15,118,500
▶ Increase nongeneral fund appropriation and position level for sponsored program revenue	0	25,000,000	25,000,000	0	25,000,000	25,000,000
▶ Adjust funding for agency expenditures related to cost of basic operations	254,641	0	254,641	380,333	0	380,333
▶ Fund growth in enrollment and degree completions	17,077,891	8,411,499	25,489,390	17,077,891	8,411,499	25,489,390
▶ Increase undergraduate student financial assistance	1,213,318	0	1,213,318	1,213,318	0	1,213,318
▶ Increase support for operation and maintenance of new facilities	15,092	38,158	53,250	30,184	76,316	106,500

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Fund faculty salary increases	1,540,318	1,177,065	2,717,383	2,843,665	2,173,043	5,016,708
Total recommended budget actions	23,366,498	50,063,784	73,430,282	24,810,629	63,713,075	88,523,704
Total recommended funding	141,156,196	413,659,413	554,815,609	142,600,327	427,308,704	569,909,031
Percentage change over fiscal year 2006	19.84%	13.77%	15.25%	21.06%	17.52%	18.39%
Position level:						
2006 legislative appropriation	1,081.14	2,057.86	3,139.00	1,081.14	2,057.86	3,139.00
Recommended budget actions	0.00	302.71	302.71	0.00	322.71	322.71
Total recommended positions	1,081.14	2,360.57	3,441.71	1,081.14	2,380.57	3,461.71

JAMES MADISON UNIVERSITY

2006 legislative appropriation	69,118,510	227,283,033	296,401,543	69,118,510	227,283,033	296,401,543
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	2,059,636	2,999,965	5,059,601	2,059,636	2,999,965	5,059,601
▶ Annualize faculty salary costs	624,353	704,058	1,328,411	624,353	704,058	1,328,411
▶ Reflect administrative nongeneral fund increases in agency budget	0	7,586,419	7,586,419	0	7,586,419	7,586,419
▶ Increase nongeneral fund appropriation to reflect additional auxiliary enterprise revenue	0	7,250,660	7,250,660	0	7,250,660	7,250,660
▶ Adjust funding for agency expenditures related to cost of basic operations	213,333	0	213,333	331,002	0	331,002
▶ Adjust nongeneral fund appropriation for auxiliary enterprises	0	7,859,336	7,859,336	0	14,231,875	14,231,875
▶ Increase appropriation for sponsored program revenue growth	0	2,250,198	2,250,198	0	3,750,330	3,750,330
▶ Increase appropriation for nongeneral fund revenues	0	5,129,977	5,129,977	0	16,059,385	16,059,385
▶ Fund growth in enrollment and degree completions	3,423,885	1,686,391	5,110,276	3,423,885	1,686,391	5,110,276
▶ Increase undergraduate student financial assistance	414,961	0	414,961	414,961	0	414,961
▶ Fund faculty salary increases	765,377	849,860	1,615,237	1,413,004	1,568,972	2,981,976
Total recommended budget actions	7,501,545	36,316,864	43,818,409	8,266,841	55,838,055	64,104,896
Total recommended funding	76,620,055	263,599,897	340,219,952	77,385,351	283,121,088	360,506,439
Percentage change over fiscal year 2006	10.85%	15.98%	14.78%	11.96%	24.57%	21.63%
Position level:						
2006 legislative appropriation	819.58	1,679.56	2,499.14	819.58	1,679.56	2,499.14
Recommended budget actions	50.50	50.50	50.50	50.50	104.50	104.50
Total recommended positions	870.08	1,730.06	2,549.64	870.08	1,784.06	2,603.64

LONGWOOD UNIVERSITY

2006 legislative appropriation	24,535,335	45,528,124	70,063,459	24,535,335	45,528,124	70,063,459
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	667,639	619,510	1,287,149	667,639	619,510	1,287,149

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Annualize faculty salary increases	205,634	116,750	322,384	205,634	116,750	322,384
▶ Reflect administrative nongeneral fund increases in agency budget	0	3,503,265	3,503,265	0	3,503,265	3,503,265
▶ Transfer Commonwealth Graduate Engineering Program funding to Southern Virginia Higher Education Center	(29,050)	0	(29,050)	(29,050)	0	(29,050)
▶ Increase nongeneral fund appropriation for debt service to reflect additional auxiliary enterprise revenue	0	2,000,000	2,000,000	0	2,000,000	2,000,000
▶ Adjust funding for agency expenditures related to cost of basic operations	109,599	0	109,599	174,512	0	174,512
▶ Fund replacement of the university's financial reporting system	125,000	70,925	195,925	125,000	70,925	195,925
▶ Increasing funding for the Teaching through Technology program	91,867	52,093	143,960	100,000	36,200	136,200
▶ Adjust nongeneral fund appropriation for educational and general programs	0	0	0	0	1,246,623	1,246,623
▶ Fund growth in enrollment and degree completions	1,493,697	735,702	2,229,399	1,493,697	735,702	2,229,399
▶ Increase undergraduate student financial assistance	253,089	0	253,089	253,089	0	253,089
▶ Increase support for operation and maintenance of new facilities	81,411	46,167	127,578	443,868	251,711	695,579
▶ Fund faculty salary increases	236,382	134,049	370,431	436,397	247,475	683,872
Total recommended budget actions	3,235,268	7,278,461	10,513,729	3,870,786	8,828,161	12,698,947
Total recommended funding	27,770,603	52,806,585	80,577,188	28,406,121	54,356,285	82,762,406
Percentage change over fiscal year 2006	13.19%	15.99%	15.01%	15.78%	19.39%	18.12%
Position level:						
2006 legislative appropriation	257.89	333.67	591.56	257.89	333.67	591.56
Recommended budget actions	11.00	10.00	10.00	11.00	10.00	10.00
Total recommended positions	268.89	343.67	601.56	268.89	343.67	601.56

NORFOLK STATE UNIVERSITY

2006 legislative appropriation	46,606,771	84,952,783	131,559,554	46,606,771	84,952,783	131,559,554
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,135,475	1,023,189	2,158,664	1,135,475	1,023,189	2,158,664
▶ Provide the full cost of partially funded items	446,219	476,484	922,703	446,219	476,484	922,703
▶ Adjust nongeneral fund appropriation for auxiliary enterprises	0	2,320,700	2,320,700	0	2,320,700	2,320,700
▶ Adjust nongeneral fund appropriation for unfunded scholarships	0	1,500,000	1,500,000	0	1,500,000	1,500,000
▶ Support debt service costs of the new addition to the student center	0	2,158,682	2,158,682	0	2,158,682	2,158,682
▶ Adjust funding for agency	151,279	0	151,279	216,548	0	216,548

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
expenditures related to cost of basic operations						
▶ Upgrade academic computing and student technology	198,000	203,623	401,623	198,000	203,623	401,623
▶ Expand nursing program	243,252	250,160	493,412	381,274	392,101	773,375
▶ Provide additional academic and institutional support	979,666	560,599	1,540,265	986,357	567,562	1,553,919
▶ Increase funding for materials research	832,719	0	832,719	752,719	0	752,719
▶ Fund growth in enrollment and degree completions	284,545	140,149	424,694	284,545	140,149	424,694
▶ Increase undergraduate student financial assistance	439,235	0	439,235	439,235	0	439,235
▶ Increase support for operation and maintenance of new facilities	209,159	469,011	678,170	228,174	511,648	739,822
▶ Fund faculty salary increases	281,705	289,164	570,869	520,071	533,841	1,053,912
Total recommended budget actions	5,201,254	9,391,761	14,593,015	5,588,617	9,827,979	15,416,596
Total recommended funding	51,808,025	94,344,544	146,152,569	52,195,388	94,780,762	146,976,150
Percentage change over fiscal year 2006	11.16%	11.06%	11.09%	11.99%	11.57%	11.72%
Position level:						
2006 legislative appropriation	491.45	492.22	983.67	491.45	492.22	983.67
Recommended budget actions	9.77	4.93	4.93	11.25	6.45	6.45
Total recommended positions	501.22	497.15	988.60	502.70	498.67	990.12

OLD DOMINION UNIVERSITY

2006 legislative appropriation	95,832,281	125,093,860	220,926,141	95,832,281	125,093,860	220,926,141
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	2,476,136	2,099,177	4,575,313	2,476,136	2,099,177	4,575,313
▶ Remove one-time spending amounts from agency budget	(406,000)	0	(406,000)	(406,000)	0	(406,000)
▶ Provide the full cost of partially funded items	742,100	606,489	1,348,589	742,100	606,489	1,348,589
▶ Reflect administrative nongeneral fund increases in agency budget	0	4,800,000	4,800,000	0	4,800,000	4,800,000
▶ Provide faculty and courses associated with the Virginia Modeling, Analysis and Simulation Center	400,000	0	400,000	400,000	0	400,000
▶ Provide annual funding for the National Lambda Rail	375,000	0	375,000	375,000	0	375,000
▶ Adjust funding for agency expenditures related to cost of basic operations	234,086	0	234,086	366,309	0	366,309
▶ Enhance wind tunnel automotive test capability	1,000,000	0	1,000,000	0	0	0
▶ Adjust nongeneral fund appropriation for educational and general programs	0	703,519	703,519	0	9,384,510	9,384,510
▶ Fund growth in enrollment and	9,823,193	4,838,289	14,661,482	9,823,193	4,838,289	14,661,482

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
degree completions						
▶ Increase undergraduate student financial assistance	1,254,627	0	1,254,627	1,254,627	0	1,254,627
▶ Increase support for operation and maintenance of new facilities	96,212	89,104	185,316	164,935	152,749	317,684
▶ Fund faculty salary increases	852,115	625,029	1,477,144	1,573,135	1,153,901	2,727,036
Total recommended budget actions	16,847,469	13,761,607	30,609,076	16,769,435	23,035,115	39,804,550
Total recommended funding	112,679,750	138,855,467	251,535,217	112,601,716	148,128,975	260,730,691
Percentage change over fiscal year 2006	17.58%	11.00%	13.85%	17.50%	18.41%	18.02%
Position level:						
2006 legislative appropriation	966.71	1,295.03	2,261.74	966.71	1,295.03	2,261.74
Recommended budget actions	33.50	20.50	20.50	33.50	20.50	20.50
Total recommended positions	1,000.21	1,315.53	2,282.24	1,000.21	1,315.53	2,282.24

RADFORD UNIVERSITY

2006 legislative appropriation	44,447,679	83,649,331	128,097,010	44,447,679	83,649,331	128,097,010
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,303,906	1,209,424	2,513,330	1,303,906	1,209,424	2,513,330
▶ Annualize faculty salary costs	349,258	252,911	602,169	349,258	252,911	602,169
▶ Adjust funding for agency expenditures related to cost of basic operations	143,487	0	143,487	218,166	0	218,166
▶ Replace administrative computing systems	350,000	225,658	575,658	840,781	542,083	1,382,864
▶ Provide support for nursing education facilities	1,367,523	881,694	2,249,217	762,428	491,566	1,253,994
▶ Adjust nongeneral fund appropriation for educational and general programs	0	0	0	0	1,406,800	1,406,800
▶ Fund growth in enrollment and degree completions	1,649,265	812,325	2,461,590	1,649,265	812,325	2,461,590
▶ Increase undergraduate student financial assistance	570,635	0	570,635	570,635	0	570,635
▶ Fund faculty salary increases	282,669	182,613	465,282	521,851	337,131	858,982
Total recommended budget actions	6,016,743	3,564,625	9,581,368	6,216,290	5,052,240	11,268,530
Total recommended funding	50,464,422	87,213,956	137,678,378	50,663,969	88,701,571	139,365,540
Percentage change over fiscal year 2006	13.54%	4.26%	7.48%	13.99%	6.04%	8.80%
Position level:						
2006 legislative appropriation	616.04	746.00	1,362.04	616.04	746.00	1,362.04
Recommended budget actions	5.47	3.53	3.53	5.47	3.53	3.53
Total recommended positions	621.51	749.53	1,365.57	621.51	749.53	1,365.57

UNIVERSITY OF MARY WASHINGTON

2006 legislative appropriation	17,707,904	53,798,944	71,506,848	17,707,904	53,798,944	71,506,848
Recommended budget actions:						
▶ Transfer centrally funded amounts to	507,108	776,618	1,283,726	507,108	776,618	1,283,726

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
agency budgets						
▶ Annualize faculty salary costs	180,654	188,028	368,682	180,654	188,028	368,682
▶ Increase funding for auxiliary enterprise debt service	0	1,893,431	1,893,431	0	1,893,431	1,893,431
▶ Adjust funding for agency expenditures related to cost of basic operations	67,971	0	67,971	105,354	0	105,354
▶ Increase nongeneral fund appropriation for auxiliary enterprise programs	0	1,623,332	1,623,332	0	2,316,436	2,316,436
▶ Increase nongeneral fund appropriation for educational and general programs	0	0	0	0	1,246,623	1,246,623
▶ Fund growth in enrollment and degree completions	1,960,417	965,579	2,925,996	1,960,417	965,579	2,925,996
▶ Increase undergraduate student financial assistance	96,850	0	96,850	96,850	0	96,850
▶ Increase support for operation and maintenance of new facilities	69,317	70,683	140,000	103,975	106,025	210,000
▶ Fund faculty salary increases	211,772	215,946	427,718	390,964	398,670	789,634
Total recommended budget actions	3,094,089	5,733,617	8,827,706	3,345,322	7,891,410	11,236,732
Total recommended funding	20,801,993	59,532,561	80,334,554	21,053,226	61,690,354	82,743,580
Percentage change over fiscal year 2006	17.47%	10.66%	12.35%	18.89%	14.67%	15.71%
Position level:						
2006 legislative appropriation	197.66	449.00	646.66	197.66	449.00	646.66
Recommended budget actions	0.00	1.00	1.00	0.00	1.00	1.00
Total recommended positions	197.66	450.00	647.66	197.66	450.00	647.66

UNIVERSITY OF VIRGINIA

2006 legislative appropriation	137,195,132	774,629,241	911,824,373	137,195,132	774,629,241	911,824,373
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	3,407,480	4,103,501	7,510,981	3,407,480	4,103,501	7,510,981
▶ Remove one-time spending from agency budget	(2,004,625)	0	(2,004,625)	(2,004,625)	0	(2,004,625)
▶ Provide the full cost of partially funded items	1,952,793	3,192,806	5,145,599	1,952,793	3,192,806	5,145,599
▶ Increase nongeneral fund appropriation and position level for tuition and fee revenue	0	3,000,000	3,000,000	0	3,000,000	3,000,000
▶ Increase nongeneral fund appropriation to reflect student financial assistance revenue	0	3,000,000	3,000,000	0	3,000,000	3,000,000
▶ Increase nongeneral fund appropriation for federal work study and debt service payments	0	277,000	277,000	0	277,000	277,000
▶ Increase nongeneral fund appropriation and position level for auxiliary enterprise programs	0	8,849,000	8,849,000	0	15,121,000	15,121,000

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Fund state share of university health care plan	165,718	235,535	401,253	165,718	235,535	401,253
▶ Adjust funding for agency expenditures related to cost of basic operations	366,435	0	366,435	617,202	0	617,202
▶ Increase nongeneral fund appropriation to reflect tuition and fee revenue	0	810,733	810,733	0	14,624,972	14,624,972
▶ Increase nongeneral fund appropriation to reflect student aid revenue	0	1,200,000	1,200,000	0	4,100,000	4,100,000
▶ Increase support for the online Virginia Encyclopedia and Virginia Folklife program	250,000	0	250,000	250,000	0	250,000
▶ Provides funds to support the Center for Politics	187,000	0	187,000	187,000	0	187,000
▶ Fund growth in enrollment and degree completions	3,917,107	1,929,321	5,846,428	3,917,107	1,929,321	5,846,428
▶ Increase undergraduate student financial assistance	336,452	0	336,452	336,452	0	336,452
▶ Increase support for operation and maintenance of new facilities	101,282	209,385	310,667	151,923	314,077	466,000
▶ Fund faculty salary increases	1,663,914	2,389,719	4,053,633	3,071,841	4,411,788	7,483,629
Total recommended budget actions	10,343,556	29,197,000	39,540,556	12,052,891	54,310,000	66,362,891
Total recommended funding	147,538,688	803,826,241	951,364,929	149,248,023	828,939,241	978,187,264
Percentage change over fiscal year 2006	7.54%	3.77%	4.34%	8.79%	7.01%	7.28%
Position level:						
2006 legislative appropriation	1,403.31	5,905.48	7,308.79	1,403.31	5,905.48	7,308.79
Recommended budget actions	3.82	226.35	226.35	5.96	289.21	289.21
Total recommended positions	1,407.13	6,131.83	7,535.14	1,409.27	6,194.69	7,598.00
UNIVERSITY OF VIRGINIA MEDICAL CENTER						
2006 legislative appropriation	0	815,386,281	815,386,281	0	815,386,281	815,386,281
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	13,392,371	13,392,371	0	13,392,371	13,392,371
▶ Increase nongeneral fund appropriation and position level	0	40,000,000	40,000,000	0	40,000,000	40,000,000
▶ Increase nongeneral fund appropriation and position level for operations	0	52,256,273	52,256,273	0	123,918,412	123,918,412
Total recommended budget actions	0	105,648,644	105,648,644	0	177,310,783	177,310,783
Total recommended funding	0	921,034,925	921,034,925	0	992,697,064	992,697,064
Percentage change over fiscal year 2006	N/A	12.96%	12.96%	N/A	21.75%	21.75%
Position level:						
2006 legislative appropriation	0.00	4,489.57	4,489.57	0.00	4,489.57	4,489.57
Recommended budget actions	0.00	301.58	301.58	0.00	407.65	407.65
Total recommended positions	0.00	4,791.15	4,791.15	0.00	4,897.22	4,897.22

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE						
2006 legislative appropriation	12,163,604	12,565,613	24,729,217	12,163,604	12,565,613	24,729,217
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	402,947	219,238	622,185	402,947	219,238	622,185
▶ Provide the full cost of partially funded items	80,155	47,075	127,230	80,155	47,075	127,230
▶ Reflect administrative nongeneral fund increases in agency budget	0	1,731,600	1,731,600	0	1,731,600	1,731,600
▶ Increase nongeneral fund appropriation for debt service payments	0	600,000	600,000	0	600,000	600,000
▶ Increase nongeneral fund appropriation for tuition and fee revenue	0	0	0	0	220,000	220,000
▶ Provide funding to support community service and public broadcasting services	0	30,000	30,000	0	30,000	30,000
▶ Adjust funding for agency expenditures related to cost of basic operations	19,958	0	19,958	37,596	0	37,596
▶ Provide funding to support the computer science program	259,625	144,775	404,400	259,625	144,775	404,400
▶ Fund growth in enrollment and degree completions	1,833,528	903,081	2,736,609	1,833,528	903,081	2,736,609
▶ Increase undergraduate student financial assistance	147,420	0	147,420	147,420	0	147,420
▶ Fund faculty salary increases	106,707	59,477	166,184	196,997	109,804	306,801
Total recommended budget actions	2,850,340	3,735,246	6,585,586	2,958,268	4,005,573	6,963,841
Total recommended funding	15,013,944	16,300,859	31,314,803	15,121,872	16,571,186	31,693,058
Percentage change over fiscal year 2006	23.43%	29.73%	26.63%	24.32%	31.88%	28.16%
Position level:						
2006 legislative appropriation	132.26	119.28	251.54	132.26	119.28	251.54
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	132.26	119.28	251.54	132.26	119.28	251.54

VIRGINIA COMMONWEALTH UNIVERSITY

2006 legislative appropriation	174,924,047	514,349,906	689,273,953	174,924,047	514,349,906	689,273,953
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	4,883,005	5,817,661	10,700,666	4,883,005	5,817,661	10,700,666
▶ Remove one-time spending from agency budget	(1,979,250)	0	(1,979,250)	(1,979,250)	0	(1,979,250)
▶ Provide the full cost of partially funded items	1,974,881	1,438,461	3,413,342	1,974,881	1,438,461	3,413,342
▶ Increase nongeneral fund appropriation for debt service	0	5,600,000	5,600,000	0	5,600,000	5,600,000
▶ Increase nongeneral fund	0	0	0	0	10,210,136	10,210,136

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
appropriation for tuition and fee revenue						
▶ Increase nongeneral fund appropriation for Qatar campus revenues	0	3,000,000	3,000,000	0	7,000,000	7,000,000
▶ Increase nongeneral fund appropriation for university fee revenue	0	2,500,000	2,500,000	0	6,100,000	6,100,000
▶ Increase nongeneral fund appropriation and position level for auxiliary enterprise operations	0	6,800,000	6,800,000	0	14,300,000	14,300,000
▶ Increase nongeneral fund appropriation and position level for grant and contract activity	0	20,000,000	20,000,000	0	29,000,000	29,000,000
▶ Increase nongeneral fund appropriation and position level for the eminent scholars program	0	378,000	378,000	0	595,800	595,800
▶ Adjust funding for agency expenditures related to cost of basic operations	580,052	0	580,052	816,683	0	816,683
▶ Provide funding to support the Center on Aging	45,000	0	45,000	45,000	0	45,000
▶ Provide funding to support the Council on Economic Education	75,000	0	75,000	75,000	0	75,000
▶ Fund growth in enrollment and degree completions	16,456,482	8,105,431	24,561,913	16,456,482	8,105,431	24,561,913
▶ Increase undergraduate student financial assistance	1,375,893	0	1,375,893	1,375,893	0	1,375,893
▶ Increase support for operation and maintenance of new facilities	57,124	40,247	97,371	228,498	160,987	389,485
▶ Fund faculty salary increases	2,147,198	1,444,801	3,591,999	3,964,058	2,667,324	6,631,382
Total recommended budget actions	25,615,385	55,124,601	80,739,986	27,840,250	90,995,800	118,836,050
Total recommended funding	200,539,432	569,474,507	770,013,939	202,764,297	605,345,706	808,110,003
Percentage change over fiscal year 2006	14.64%	10.72%	11.71%	15.92%	17.69%	17.24%
Position level:						
2006 legislative appropriation	1,554.57	3,442.77	4,997.34	1,554.57	3,442.77	4,997.34
Recommended budget actions	0.00	82.00	82.00	0.88	147.62	147.62
Total recommended positions	1,554.57	3,524.77	5,079.34	1,555.45	3,590.39	5,144.96

VIRGINIA COMMUNITY COLLEGE SYSTEM

2006 legislative appropriation	344,062,000	417,258,560	761,320,560	344,062,000	417,258,560	761,320,560
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	9,006,710	4,715,948	13,722,658	9,006,710	4,715,948	13,722,658
▶ Remove one-time spending amounts from agency budget	(773,000)	0	(773,000)	(773,000)	0	(773,000)
▶ Provide the full cost of partially funded items	3,359,870	1,959,901	5,319,771	3,359,870	1,959,901	5,319,771
▶ Reflect administrative nongeneral	0	16,656,779	16,656,779	0	16,656,779	16,656,779

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
fund increases in agency budget						
▶ Reflect the transfer of amounts between agencies	971,206	0	971,206	971,206	0	971,206
▶ Adjust funding for agency expenditures related to cost of basic operations	668,289	0	668,289	960,467	0	960,467
▶ Expand Middle College and Career Coach programs	3,487,500	0	3,487,500	5,946,000	0	5,946,000
▶ Virginia Small Manufacturing Assistance Program	200,000	0	200,000	0	0	0
▶ Adjust nongeneral fund appropriation for educational and general programs	0	0	0	0	15,305,848	15,305,848
▶ Fund growth in enrollment and degree completions	36,195,779	15,512,477	51,708,256	36,195,779	15,512,477	51,708,256
▶ Increase undergraduate student financial assistance	3,048,654	0	3,048,654	3,048,654	0	3,048,654
▶ Increase support for operation and maintenance of new facilities	1,426,291	698,483	2,124,774	3,117,741	1,526,819	4,644,560
▶ Fund faculty salary increases	3,446,652	1,687,893	5,134,545	6,363,049	3,116,111	9,479,160
Total recommended budget actions	61,037,951	41,231,481	102,269,432	68,196,476	58,793,883	126,990,359
Total recommended funding	405,099,951	458,490,041	863,589,992	412,258,476	476,052,443	888,310,919
Percentage change over fiscal year 2006	17.74%	9.88%	13.43%	19.82%	14.09%	16.68%
Position level:						
2006 legislative appropriation	5,566.00	3,301.97	8,867.97	5,566.00	3,301.97	8,867.97
Recommended budget actions	50.87	28.30	28.30	50.87	28.30	28.30
Total recommended positions	5,616.87	3,330.27	8,896.27	5,616.87	3,330.27	8,896.27
VIRGINIA MILITARY INSTITUTE						
2006 legislative appropriation	13,715,396	34,069,999	47,785,395	13,715,396	34,069,999	47,785,395
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	417,256	712,903	1,130,159	417,256	712,903	1,130,159
▶ Provide the full cost of partially funded items	145,986	303,698	449,684	145,986	303,698	449,684
▶ Increase auxiliary enterprise fund	0	960,000	960,000	0	960,000	960,000
▶ Increase Unique Military Activities	0	450,000	450,000	0	450,000	450,000
▶ Adjust funding for agency expenditures related to cost of basic operations	55,946	0	55,946	90,836	0	90,836
▶ Increase funds for the Unique Military Activity Program	438,000	0	438,000	657,000	0	657,000
▶ Fund growth in enrollment and degree completions	297,706	146,631	444,337	297,706	146,631	444,337
▶ Increase undergraduate student financial assistance	51,231	0	51,231	51,231	0	51,231
▶ Increase support for operation and maintenance of new facilities	26,056	47,544	73,600	26,056	47,544	73,600
▶ Fund faculty salary increases	90,490	165,117	255,607	167,058	304,831	471,889

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Total recommended budget actions	1,522,671	2,785,893	4,308,564	1,853,129	2,925,607	4,778,736
Total recommended funding	15,238,067	36,855,892	52,093,959	15,568,525	36,995,606	52,564,131
Percentage change over fiscal year 2006	11.10%	8.18%	9.02%	13.51%	8.59%	10.00%
Position level:						
2006 legislative appropriation	184.74	268.28	453.02	184.74	268.28	453.02
Recommended budget actions	0.00	8.00	8.00	0.00	8.00	8.00
Total recommended positions	184.74	276.28	461.02	184.74	276.28	461.02

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

2006 legislative appropriation	168,730,141	640,555,681	809,285,822	168,730,141	640,555,681	809,285,822
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	5,319,375	7,781,016	13,100,391	5,319,375	7,781,016	13,100,391
▶ Remove one-time spending amounts from agency budget	(2,104,625)	0	(2,104,625)	(2,104,625)	0	(2,104,625)
▶ Provide the full cost of partially funded items	1,744,867	2,214,429	3,959,296	1,744,867	2,214,429	3,959,296
▶ Increase support for operation and maintenance of auxiliary enterprise facilities	0	1,635,732	1,635,732	0	1,850,351	1,850,351
▶ Increase nongeneral fund appropriation to reflect current levels of service for auxiliary enterprises	0	12,538,374	12,538,374	0	17,446,439	17,446,439
▶ Adjust funding for agency expenditures related to cost of basic operations	289,094	0	289,094	534,613	0	534,613
▶ Adjust nongeneral fund appropriation for educational and general programs	0	0	0	0	8,767,425	8,767,425
▶ Fund growth in enrollment and degree completions	1,765,930	869,786	2,635,716	1,765,930	869,786	2,635,716
▶ Increase undergraduate student financial assistance	840,375	0	840,375	840,375	0	840,375
▶ Increase support for operation and maintenance of new facilities	175,420	767,581	943,001	601,369	1,338,215	1,939,584
▶ Fund faculty salary increases	1,870,371	2,284,820	4,155,191	3,452,992	4,218,129	7,671,121
Total recommended budget actions	9,900,807	28,091,738	37,992,545	12,154,896	44,485,790	56,640,686
Total recommended funding	178,630,948	668,647,419	847,278,367	180,885,037	685,041,471	865,926,508
Percentage change over fiscal year 2006	5.87%	4.39%	4.69%	7.20%	6.94%	7.00%
Position level:						
2006 legislative appropriation	1,995.64	3,986.00	5,981.64	1,995.64	3,986.00	5,981.64
Recommended budget actions	4.70	262.44	262.44	4.70	282.39	282.39
Total recommended positions	2,000.34	4,248.44	6,244.08	2,000.34	4,268.39	6,264.03

VPI COOPERATIVE EXTENSION AND AGRICULTURAL EXPERIMENT STATION

2006 legislative appropriation	58,356,956	17,791,865	76,148,821	58,356,956	17,791,865	76,148,821
Recommended budget actions:						
▶ Transfer centrally funded amounts to	2,463,794	480,231	2,944,025	2,463,794	480,231	2,944,025

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
agency budgets						
▶ Annualize faculty salary costs	732,925	38,575	771,500	732,925	38,575	771,500
▶ Adjust funding for operation and maintenance of facilities	281,262	(281,262)	0	281,262	(281,262)	0
▶ Fund faculty salary increases	734,264	38,645	772,909	1,355,564	71,345	1,426,909
Total recommended budget actions	4,212,245	276,189	4,488,434	4,833,545	308,889	5,142,434
Total recommended funding	62,569,201	18,068,054	80,637,255	63,190,501	18,100,754	81,291,255
Percentage change over fiscal year 2006	7.22%	1.55%	5.89%	8.28%	1.74%	6.75%
Position level:						
2006 legislative appropriation	723.95	384.47	1,108.42	723.95	384.47	1,108.42
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	723.95	384.47	1,108.42	723.95	384.47	1,108.42

VIRGINIA STATE UNIVERSITY

2006 legislative appropriation	31,257,407	59,564,830	90,822,237	31,257,407	59,564,830	90,822,237
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	613,093	704,789	1,317,882	613,093	704,789	1,317,882
▶ Remove funding for the upgrade of the campus telecommunications network	(374,000)	0	(374,000)	(374,000)	0	(374,000)
▶ Annualize faculty salary costs	178,807	218,542	397,349	178,807	218,542	397,349
▶ Reflect administrative nongeneral fund increases in agency budget	0	3,077,448	3,077,448	0	3,077,448	3,077,448
▶ Adjust nongeneral fund appropriation for stadium and student housing debt service payments	0	324,697	324,697	0	324,697	324,697
▶ Adjust nongeneral fund appropriation to award additional scholarships to deserving students	0	190,000	190,000	0	190,000	190,000
▶ Adjust nongeneral fund appropriation to reflect additional sponsored program funding	0	2,000,000	2,000,000	0	2,000,000	2,000,000
▶ Restore funding for the upgrading of the campus telecommunications network	374,000	0	374,000	0	0	0
▶ Provide additional support for the implementation of the new campus administrative system	99,536	120,190	219,726	99,536	120,190	219,726
▶ Adjust funding for agency expenditures related to cost of basic operations	127,062	0	127,062	192,844	0	192,844
▶ Adjust nongeneral fund appropriation for educational and general programs	0	0	0	0	699,612	699,612
▶ Fund growth in enrollment and degree completions	2,496,268	1,229,505	3,725,773	2,496,268	1,229,505	3,725,773
▶ Increase undergraduate student financial assistance	373,817	0	373,817	373,817	0	373,817
▶ Increase support for operation and	95,606	115,423	211,029	104,298	125,916	230,214

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
maintenance of new facilities						
► Fund faculty salary increases	190,268	229,707	419,975	351,264	424,074	775,338
Total recommended budget actions	4,174,457	8,210,301	12,384,758	4,035,927	9,114,773	13,150,700
Total recommended funding	35,431,864	67,775,131	103,206,995	35,293,334	68,679,603	103,972,937
Percentage change over fiscal year 2006	13.36%	13.78%	13.64%	12.91%	15.30%	14.48%
Position level:						
2006 legislative appropriation	300.55	451.51	752.06	300.55	451.51	752.06
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	300.55	451.51	752.06	300.55	451.51	752.06

VSU COOPERATIVE EXTENSION AND AGRICULTURAL RESEARCH SERVICES

2006 legislative appropriation	4,143,322	4,020,832	8,164,154	4,143,322	4,020,832	8,164,154
Recommended budget actions:						
► Transfer centrally funded amounts to agency budgets	176,361	21,539	197,900	176,361	21,539	197,900
► Annualize faculty salary costs	36,930	1,944	38,874	36,930	1,944	38,874
► Provide funds to address increased operating costs	63,000	3,316	66,316	63,000	3,316	66,316
► Fund faculty salary increases	36,382	1,915	38,297	67,167	3,535	70,702
Total recommended budget actions	312,673	28,714	341,387	343,458	30,334	373,792
Total recommended funding	4,455,995	4,049,546	8,505,541	4,486,780	4,051,166	8,537,946
Percentage change over fiscal year 2006	7.55%	0.71%	4.18%	8.29%	0.75%	4.58%
Position level:						
2006 legislative appropriation	31.75	52.00	83.75	31.75	52.00	83.75
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	31.75	52.00	83.75	31.75	52.00	83.75

FRONTIER CULTURE MUSEUM OF VIRGINIA

2006 legislative appropriation	1,342,800	668,918	2,011,718	1,342,800	668,918	2,011,718
Recommended budget actions:						
► Transfer centrally funded amounts to agency budgets	97,058	26,410	123,468	97,058	26,410	123,468
► Reduce nongeneral fund appropriation to reflect revenue estimate	0	(276,748)	(276,748)	0	(276,748)	(276,748)
► Adjust funding for agency expenditures related to cost of basic operations	20,635	0	20,635	22,389	0	22,389
► Provide one-time funding to purchase equipment	70,000	0	70,000	0	0	0
► Increase support for operational and support services	165,703	0	165,703	152,139	0	152,139
Total recommended budget actions	353,396	(250,338)	103,058	271,586	(250,338)	21,248
Total recommended funding	1,696,196	418,580	2,114,776	1,614,386	418,580	2,032,966
Percentage change over fiscal year 2006	26.32%	(37.42%)	5.12%	20.23%	(37.42%)	1.06%

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Position level:						
2006 legislative appropriation	25.50	15.00	40.50	25.50	15.00	40.50
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	25.50	15.00	40.50	25.50	15.00	40.50

GUNSTON HALL

2006 legislative appropriation	525,941	337,638	863,579	525,941	337,638	863,579
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	17,868	11,951	29,819	17,868	11,951	29,819
▶ Adjust funding for agency expenditures related to cost of basic operations	13,641	0	13,641	17,788	0	17,788
▶ Strengthen collections management and curatorial services	49,780	0	49,780	49,780	0	49,780
▶ Increase support for operation and maintenance of new facilities	29,208	0	29,208	29,208	0	29,208
Total recommended budget actions	110,497	11,951	122,448	114,644	11,951	126,595
Total recommended funding	636,438	349,589	986,027	640,585	349,589	990,174
Percentage change over fiscal year 2006	21.01%	3.54%	14.18%	21.80%	3.54%	14.66%

Position level:

2006 legislative appropriation	10.00	1.00	11.00	10.00	1.00	11.00
Recommended budget actions	(2.00)	2.00	2.00	(2.00)	2.00	2.00
Total recommended positions	8.00	3.00	13.00	8.00	3.00	13.00

JAMESTOWN-YORKTOWN FOUNDATION

2006 legislative appropriation	8,876,696	6,305,526	15,182,222	8,876,696	6,305,526	15,182,222
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	357,004	240,561	597,565	357,004	240,561	597,565
▶ Adjust funding for agency expenditures related to cost of basic operations	118,039	0	118,039	125,105	0	125,105
▶ Ensure product readiness	650,556	576,621	1,227,177	244,099	936,788	1,180,887
▶ Increase management readiness	0	226,230	226,230	0	368,519	368,519
Total recommended budget actions	1,125,599	1,043,412	2,169,011	726,208	1,545,868	2,272,076
Total recommended funding	10,002,295	7,348,938	17,351,233	9,602,904	7,851,394	17,454,298
Percentage change over fiscal year 2006	12.68%	16.55%	14.29%	8.18%	24.52%	14.97%

Position level:

2006 legislative appropriation	130.00	81.00	211.00	130.00	81.00	211.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	130.00	81.00	211.00	130.00	81.00	211.00

JAMESTOWN 2007

2006 legislative appropriation	241,460	6,280,565	6,522,025	241,460	6,280,565	6,522,025
Recommended budget actions:						

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Transfer centrally funded amounts to agency budgets	15,336	46,676	62,012	15,336	46,676	62,012
▶ Provide funds for public safety	450,482	0	450,482	0	0	0
Total recommended budget actions	465,818	46,676	512,494	15,336	46,676	62,012
Total recommended funding	707,278	6,327,241	7,034,519	256,796	6,327,241	6,584,037
Percentage change over fiscal year 2006	192.92%	0.74%	7.86%	6.35%	0.74%	0.95%
Position level:						
2006 legislative appropriation	3.00	24.00	27.00	3.00	24.00	27.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	3.00	24.00	27.00	3.00	24.00	27.00

THE LIBRARY OF VIRGINIA

2006 legislative appropriation	28,350,424	7,649,216	35,999,640	28,350,424	7,649,216	35,999,640
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	615,802	201,778	817,580	615,802	201,778	817,580
▶ Increase federal fund appropriation	0	905,495	905,495	0	905,495	905,495
▶ Increase nongeneral fund appropriation and positions	0	1,150,000	1,150,000	0	1,200,000	1,200,000
▶ Adjust funding for agency expenditures related to cost of basic operations	364,047	0	364,047	339,198	0	339,198
▶ Expand collection, conservation and preservation of rare collections	215,955	0	215,955	215,955	0	215,955
▶ Improve electronic and digital record management	434,425	0	434,425	221,100	0	221,100
▶ Increase state aid to public libraries	385,038	0	385,038	385,038	0	385,038
Total recommended budget actions	2,015,267	2,257,273	4,272,540	1,777,093	2,307,273	4,084,366
Total recommended funding	30,365,691	9,906,489	40,272,180	30,127,517	9,956,489	40,084,006
Percentage change over fiscal year 2006	7.11%	29.51%	11.87%	6.27%	30.16%	11.35%
Position level:						
2006 legislative appropriation	144.00	50.00	194.00	144.00	50.00	194.00
Recommended budget actions	1.00	9.00	9.00	1.00	9.00	9.00
Total recommended positions	145.00	59.00	203.00	145.00	59.00	203.00

THE SCIENCE MUSEUM OF VIRGINIA

2006 legislative appropriation	4,604,444	4,766,885	9,371,329	4,604,444	4,766,885	9,371,329
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	189,835	241,472	431,307	189,835	241,472	431,307
▶ Adjust funding for agency expenditures related to cost of basic operations	52,818	0	52,818	71,751	0	71,751
▶ Increase funding for critical exhibit maintenance needs	150,000	0	150,000	150,000	0	150,000
▶ Fund pay equity for outreach educators	13,812	0	13,812	25,500	0	25,500

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Fund facility upkeep costs	347,053	0	347,053	347,053	0	347,053
Total recommended budget actions	753,518	241,472	994,990	784,139	241,472	1,025,611
Total recommended funding	5,357,962	5,008,357	10,366,319	5,388,583	5,008,357	10,396,940
Percentage change over fiscal year 2006	16.37%	5.07%	10.62%	17.03%	5.07%	10.94%
Position level:						
2006 legislative appropriation	44.50	52.50	97.00	44.50	52.50	97.00
Recommended budget actions	3.00	0.00	0.00	3.00	0.00	0.00
Total recommended positions	47.50	52.50	97.00	47.50	52.50	97.00

VIRGINIA COMMISSION FOR THE ARTS

2006 legislative appropriation	3,543,395	591,800	4,135,195	3,543,395	591,800	4,135,195
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	24,295	0	24,295	24,295	0	24,295
▶ Adjust federal fund appropriation for grants to arts organizations	0	(29,100)	(29,100)	0	(29,100)	(29,100)
▶ Adjust nongeneral fund appropriation to reflect additional federal funding	0	15,000	15,000	0	15,000	15,000
▶ Adjust funding for agency expenditures related to cost of basic operations	14,853	0	14,853	14,540	0	14,540
▶ Increase financial assistance for arts organizations	1,290,885	0	1,290,885	2,791,740	0	2,791,740
Total recommended budget actions	1,330,033	(14,100)	1,315,933	2,830,575	(14,100)	2,816,475
Total recommended funding	4,873,428	577,700	5,451,128	6,373,970	577,700	6,951,670
Percentage change over fiscal year 2006	37.54%	(2.38%)	31.82%	79.88%	(2.38%)	68.11%
Position level:						
2006 legislative appropriation	5.00	0.00	5.00	5.00	0.00	5.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	5.00	0.00	5.00	5.00	0.00	5.00

VIRGINIA MUSEUM OF FINE ARTS

2006 legislative appropriation	7,150,419	7,957,334	15,107,753	7,150,419	7,957,334	15,107,753
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	437,762	250,375	688,137	437,762	250,375	688,137
▶ Remove one-time costs for the traveling exhibitions	0	0	0	(450,000)	(100,000)	(550,000)
▶ Adjust funding for agency expenditures related to cost of basic operations	148,831	0	148,831	221,188	0	221,188
▶ Provide support for architecture and design department	93,465	0	93,465	94,349	0	94,349
▶ Provide funding to support adequate building support staff and utilities	0	0	0	187,249	0	187,249
▶ Provide funding and positions to support the mailroom and	55,673	0	55,673	55,673	0	55,673

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
procurement activities						
► Provide funding to support adequate security and contract management services	344,000	0	344,000	604,925	0	604,925
► Provide funding to support additional museum staff	0	0	0	512,477	0	512,477
Total recommended budget actions	1,079,731	250,375	1,330,106	1,663,623	150,375	1,813,998
Total recommended funding	8,230,150	8,207,709	16,437,859	8,814,042	8,107,709	16,921,751
Percentage change over fiscal year 2006	15.10%	3.15%	8.80%	23.27%	1.89%	12.01%
Position level:						
2006 legislative appropriation	106.50	53.00	159.50	106.50	53.00	159.50
Recommended budget actions	0.00	0.00	0.00	6.00	0.00	0.00
Total recommended positions	106.50	53.00	159.50	112.50	53.00	159.50

EASTERN VIRGINIA MEDICAL SCHOOL

2006 legislative appropriation	12,459,899	0	12,459,899	12,459,899	0	12,459,899
Recommended budget actions:						
► Strengthen academic programs	4,229,454	0	4,229,454	4,229,454	0	4,229,454
Total recommended budget actions	4,229,454	0	4,229,454	4,229,454	0	4,229,454
Total recommended funding	16,689,353	0	16,689,353	16,689,353	0	16,689,353
Percentage change over fiscal year 2006	33.94%	N/A	33.94%	33.94%	N/A	33.94%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

INSTITUTE FOR ADVANCED LEARNING AND RESEARCH

2006 legislative appropriation	3,871,681	0	3,871,681	3,871,681	0	3,871,681
Total recommended funding	3,871,681	0	3,871,681	3,871,681	0	3,871,681
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

NEW COLLEGE INSTITUTE

2006 legislative appropriation	0	0	0	0	0	0
Recommended budget actions:						
► Fund New College Institute	2,100,000	0	2,100,000	2,400,000	0	2,400,000
Total recommended budget actions	2,100,000	0	2,100,000	2,400,000	0	2,400,000
Total recommended funding	2,100,000	0	2,100,000	2,400,000	0	2,400,000
Percentage change over fiscal year 2006	N/A	N/A	N/A	N/A	N/A	N/A
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

ROANOKE HIGHER EDUCATION AUTHORITY

2006 legislative appropriation	718,075	0	718,075	718,075	0	718,075
Recommended budget actions:						
▶ Increase general fund support for Roanoke Higher Education Center	193,925	0	193,925	193,925	0	193,925
Total recommended budget actions	193,925	0	193,925	193,925	0	193,925
Total recommended funding	912,000	0	912,000	912,000	0	912,000
Percentage change over fiscal year 2006	27.01%	N/A	27.01%	27.01%	N/A	27.01%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

SOUTHERN VIRGINIA HIGHER EDUCATION CENTER

2006 legislative appropriation	1,243,855	400,000	1,643,855	1,243,855	400,000	1,643,855
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	35,227	0	35,227	35,227	0	35,227
▶ Annualize faculty salary increases	1,921	0	1,921	1,921	0	1,921
▶ Transfer Commonwealth Graduate Engineering Program funding from Longwood University	29,050	0	29,050	29,050	0	29,050
▶ Increase support for center operations	61,712	0	61,712	123,423	0	123,423
Total recommended budget actions	127,910	0	127,910	189,621	0	189,621
Total recommended funding	1,371,765	400,000	1,771,765	1,433,476	400,000	1,833,476
Percentage change over fiscal year 2006	10.28%	0.00%	7.78%	15.24%	0.00%	11.54%
Position level:						
2006 legislative appropriation	13.00	4.00	17.00	13.00	4.00	17.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	13.00	4.00	17.00	13.00	4.00	17.00

SOUTHWEST VIRGINIA HIGHER EDUCATION CENTER

2006 legislative appropriation	1,511,994	4,238,759	5,750,753	1,511,994	4,238,759	5,750,753
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	35,672	5,181	40,853	35,672	5,181	40,853
▶ Adjust funding for agency expenditures related to cost of basic operations	774	0	774	1,545	0	1,545
▶ Provide additional operating support	316,627	25,000	341,627	316,627	35,000	351,627
Total recommended budget actions	353,073	30,181	383,254	353,844	40,181	394,025
Total recommended funding	1,865,067	4,268,940	6,134,007	1,865,838	4,278,940	6,144,778
Percentage change over fiscal year 2006	23.35%	0.71%	6.66%	23.40%	0.95%	6.85%

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Position level:						
2006 legislative appropriation	13.00	4.00	17.00	13.00	4.00	17.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	13.00	4.00	17.00	13.00	4.00	17.00
SOUTHEASTERN UNIVERSITIES RESEARCH ASSOCIATION						
2006 legislative appropriation	1,082,238	0	1,082,238	1,082,238	0	1,082,238
Total recommended funding	1,082,238	0	1,082,238	1,082,238	0	1,082,238
Percentage change over fiscal year 2006	0.00%	N/A	0.00%	0.00%	N/A	0.00%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
HIGHER EDUCATION RESEARCH INITIATIVE						
2006 legislative appropriation	0	0	0	0	0	0
Recommended budget actions:						
▶ Invest in leading research programs	87,088,365	58,710,536	145,798,901	15,277,401	57,740,612	73,018,013
Total recommended budget actions	87,088,365	58,710,536	145,798,901	15,277,401	57,740,612	73,018,013
Total recommended funding	87,088,365	58,710,536	145,798,901	15,277,401	57,740,612	73,018,013
Percentage change over fiscal year 2006	N/A	N/A	N/A	N/A	N/A	N/A
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	100.00	100.00	100.00	100.00	100.00	100.00
Total recommended positions	100.00	100.00	100.00	100.00	100.00	100.00
OFFICE OF EDUCATION TOTAL						
Grand total recommended funds	7,661,911,700	6,017,889,553	13,679,801,253	7,745,380,685	6,239,388,923	13,984,769,608
Grand total recommended positions	18,787.30	32,709.50	51,221.17	18,799.80	33,039.52	51,551.19



Office of Finance

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF FINANCE						
2006 legislative appropriation	580,969	0	580,969	580,969	0	580,969
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	41,303	0	41,303	41,303	0	41,303
▶ Adjust funding for agency expenditures related to cost of basic operations	4,120	0	4,120	4,320	0	4,320
Total recommended budget actions	45,423	0	45,423	45,623	0	45,623
Total recommended funding	626,392	0	626,392	626,592	0	626,592
Percentage change over fiscal year 2006	7.82%	N/A	7.82%	7.85%	N/A	7.85%
Position level:						
2006 legislative appropriation	5.00	0.00	5.00	5.00	0.00	5.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	5.00	0.00	5.00	5.00	0.00	5.00
DEPARTMENT OF ACCOUNTS						
2006 legislative appropriation	8,546,452	42,000	8,588,452	8,546,452	42,000	8,588,452
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	535,882	16,665	552,547	535,882	16,665	552,547
▶ Adjust funding for agency expenditures related to cost of basic operations	38,330	0	38,330	32,546	0	32,546
▶ Provide one position for the Line of Duty Program	74,295	0	74,295	69,295	0	69,295
▶ Strengthen Enterprise Risk Management in the Commonwealth	138,742	0	138,742	138,742	0	138,742
▶ Establish the Commonwealth Charge Card Rebate Fund	0	275,000	275,000	0	275,000	275,000
Total recommended budget actions	787,249	291,665	1,078,914	776,465	291,665	1,068,130
Total recommended funding	9,333,701	333,665	9,667,366	9,322,917	333,665	9,656,582
Percentage change over fiscal year 2006	9.21%	694.44%	12.56%	9.09%	694.44%	12.44%
Position level:						
2006 legislative appropriation	97.00	0.00	97.00	97.00	0.00	97.00
Recommended budget actions	5.00	1.00	1.00	5.00	1.00	1.00
Total recommended positions	102.00	1.00	98.00	102.00	1.00	98.00
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	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
DEPARTMENT OF ACCOUNTS TRANSFER PAYMENTS						
2006 legislative appropriation	240,546,113	2,044,778	242,590,891	240,546,113	2,044,778	242,590,891
Recommended budget actions:						
▶ Eliminate funding for Revenue Stabilization Fund deposit	(181,936,113)	0	(181,936,113)	(181,936,113)	0	(181,936,113)
▶ Reduce nongeneral fund appropriations for the Edvantage Reserve Fund	0	(1,000,000)	(1,000,000)	0	(1,000,000)	(1,000,000)
▶ Provide additional funding for line of duty program	3,492,064	0	3,492,064	6,163,276	0	6,163,276
Total recommended budget actions	(178,444,049)	(1,000,000)	(179,444,049)	(175,772,837)	(1,000,000)	(176,772,837)
Total recommended funding	62,102,064	1,044,778	63,146,842	64,773,276	1,044,778	65,818,054
Percentage change over fiscal year 2006	(74.18%)	(48.91%)	(73.97%)	(73.07%)	(48.91%)	(72.87%)
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00

DEPARTMENT OF PLANNING AND BUDGET

2006 legislative appropriation	7,002,532	250,000	7,252,532	7,002,532	250,000	7,252,532
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	418,082	0	418,082	418,082	0	418,082
▶ Transfer funding for the Council on Virginia's Future from Central Appropriations	500,000	0	500,000	500,000	0	500,000
▶ Adjust funding for agency expenditures related to cost of basic operations	21,659	0	21,659	20,704	0	20,704
▶ Add funding and two positions due to workload changes	257,784	0	257,784	257,784	0	257,784
Total recommended budget actions	1,197,525	0	1,197,525	1,196,570	0	1,196,570
Total recommended funding	8,200,057	250,000	8,450,057	8,199,102	250,000	8,449,102
Percentage change over fiscal year 2006	17.10%	0.00%	16.51%	17.09%	0.00%	16.50%
Position level:						
2006 legislative appropriation	66.00	2.00	68.00	66.00	2.00	68.00
Recommended budget actions	2.00	0.00	0.00	2.00	0.00	0.00
Total recommended positions	68.00	2.00	68.00	68.00	2.00	68.00

DEPARTMENT OF TAXATION

2006 legislative appropriation	81,425,023	21,476,094	102,901,117	81,425,023	21,476,094	102,901,117
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	4,019,880	349,762	4,369,642	4,019,880	349,762	4,369,642
▶ Fund costs related to reporting on retail sales and use tax exemptions	137,400	0	137,400	135,530	0	135,530

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Administer the Land Preservation Tax Credit	327,573	0	327,573	338,334	0	338,334
▶ Increase funding for the State Land Evaluation Advisory Commission	130,400	0	130,400	45,700	0	45,700
▶ Adjust funding for agency expenditures related to cost of basic operations	(359,625)	0	(359,625)	(346,961)	0	(346,961)
▶ Transfer non-participating tobacco manufacturers to the Office of the Attorney General	(320,845)	0	(320,845)	(320,845)	0	(320,845)
▶ Initiate new and enhanced compliance initiatives	710,345	0	710,345	695,010	0	695,010
▶ Align nongeneral fund appropriation with expenditures	0	(10,283,359)	(10,283,359)	0	(12,783,359)	(12,783,359)
Total recommended budget actions	4,645,128	(9,933,597)	(5,288,469)	4,566,648	(12,433,597)	(7,866,949)
Total recommended funding	86,070,151	11,542,497	97,612,648	85,991,671	9,042,497	95,034,168
Percentage change over fiscal year 2006	5.70%	(46.25%)	(5.14%)	5.61%	(57.90%)	(7.65%)
Position level:						
2006 legislative appropriation	877.50	31.00	908.50	877.50	31.00	908.50
Recommended budget actions	14.00	0.00	0.00	14.00	0.00	0.00
Total recommended positions	891.50	31.00	908.50	891.50	31.00	908.50

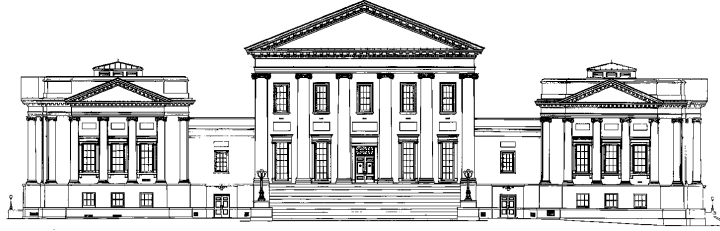
DEPARTMENT OF THE TREASURY

2006 legislative appropriation	8,513,986	7,885,709	16,399,695	8,513,986	7,885,709	16,399,695
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	231,487	322,206	553,693	231,487	322,206	553,693
▶ Adjust funding for agency expenditures related to cost of basic operations	69,983	0	69,983	67,701	0	67,701
▶ Fund trust accounting senior analyst position	36,264	36,266	72,530	38,090	38,090	76,180
▶ Fund an administrative support position to support the Local Government Investment Pool and the Tobacco Endowment Fund	0	39,666	39,666	0	43,767	43,767
Total recommended budget actions	337,734	398,138	735,872	337,278	404,063	741,341
Total recommended funding	8,851,720	8,283,847	17,135,567	8,851,264	8,289,772	17,141,036
Percentage change over fiscal year 2006	3.97%	5.05%	4.49%	3.96%	5.12%	4.52%
Position level:						
2006 legislative appropriation	45.50	76.50	122.00	45.50	76.50	122.00
Recommended budget actions	1.00	0.00	0.00	1.00	0.00	0.00
Total recommended positions	46.50	76.50	122.00	46.50	76.50	122.00

TREASURY BOARD

2006 legislative appropriation	328,968,004	9,415,155	338,383,159	328,968,004	9,415,155	338,383,159
Recommended budget actions:						
▶ Adjust funding for debt service	28,666,471	(145,277)	28,521,194	77,713,544	(146,791)	77,566,753

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
payments						
▶ Provide debt service for new projects	878,000	0	878,000	6,231,000	0	6,231,000
▶ Provide debt service funding for higher education equipment	0	0	0	293,123	0	293,123
Total recommended budget actions	29,544,471	(145,277)	29,399,194	84,237,667	(146,791)	84,090,876
Total recommended funding	358,512,475	9,269,878	367,782,353	413,205,671	9,268,364	422,474,035
Percentage change over fiscal year 2006	8.98%	(1.54%)	8.69%	25.61%	(1.56%)	24.85%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
OFFICE OF FINANCE TOTAL						
Grand total recommended funds	533,696,560	30,724,665	564,421,225	590,970,493	28,229,076	619,199,569
Grand total recommended positions	1,113.00	110.50	1,201.50	1,113.00	110.50	1,201.50



Office of Health and Human Resources

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF HEALTH AND HUMAN RESOURCES						
2006 legislative appropriation	1,689,724	4,790	1,694,514	1,689,724	4,790	1,694,514
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	42,420	0	42,420	42,420	0	42,420
▶ Remove excess nongeneral fund appropriation	0	(4,790)	(4,790)	0	(4,790)	(4,790)
Total recommended budget actions	42,420	(4,790)	37,630	42,420	(4,790)	37,630
Total recommended funding	1,732,144	0	1,732,144	1,732,144	0	1,732,144
Percentage change over fiscal year 2006	2.51%	(100.00%)	2.22%	2.51%	(100.00%)	2.22%
Position level:						
2006 legislative appropriation	6.00	0.00	6.00	6.00	0.00	6.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	6.00	0.00	6.00	6.00	0.00	6.00
COMPREHENSIVE SERVICES FOR AT-RISK YOUTH AND FAMILIES						
2006 legislative appropriation	194,639,663	61,411,678	256,051,341	194,639,663	61,411,678	256,051,341
Recommended budget actions:						
▶ Adjust funding for agency expenditures related to cost of basic operations	3,923	0	3,923	3,923	0	3,923
▶ Provide funding for pool fund service expenditures	15,797,554	(6,991,680)	8,805,874	32,556,320	(2,991,680)	29,564,640
Total recommended budget actions	15,801,477	(6,991,680)	8,809,797	32,560,243	(2,991,680)	29,568,563
Total recommended funding	210,441,140	54,419,998	264,861,138	227,199,906	58,419,998	285,619,904
Percentage change over fiscal year 2006	8.12%	(11.38%)	3.44%	16.73%	(4.87%)	11.55%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT FOR THE AGING						
2006 legislative appropriation	15,432,765	29,859,086	45,291,851	15,432,765	29,859,086	45,291,851
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	41,514	96,509	138,023	41,514	96,509	138,023

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Provide additional federal appropriation	0	1,734,103	1,734,103	0	1,734,103	1,734,103
▶ Expand Public Guardianship and Conservator program	150,000	0	150,000	150,000	0	150,000
▶ Adjust funding for agency expenditures related to cost of basic operations	1,294	0	1,294	1,371	0	1,371
▶ Maintain services at Area Agencies on Aging impacted due to census changes	1,268,734	0	1,268,734	1,268,734	0	1,268,734
▶ Maintain funding for Senior Navigator web portal	150,000	0	150,000	150,000	0	150,000
Total recommended budget actions	1,611,542	1,830,612	3,442,154	1,611,619	1,830,612	3,442,231
Total recommended funding	17,044,307	31,689,698	48,734,005	17,044,384	31,689,698	48,734,082
Percentage change over fiscal year 2006	10.44%	6.13%	7.60%	10.44%	6.13%	7.60%
Position level:						
2006 legislative appropriation	10.00	17.00	27.00	10.00	17.00	27.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	10.00	17.00	27.00	10.00	17.00	27.00

DEPARTMENT FOR THE DEAF AND HARD-OF-HEARING

2006 legislative appropriation	1,328,631	177,942	1,506,573	1,328,631	177,942	1,506,573
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	49,212	4,391	53,603	49,212	4,391	53,603
▶ Adjust funding for agency expenditures related to cost of basic operations	497	0	497	706	0	706
Total recommended budget actions	49,709	4,391	54,100	49,918	4,391	54,309
Total recommended funding	1,378,340	182,333	1,560,673	1,378,549	182,333	1,560,882
Percentage change over fiscal year 2006	3.74%	2.47%	3.59%	3.76%	2.47%	3.60%
Position level:						
2006 legislative appropriation	12.00	2.00	14.00	12.00	2.00	14.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	12.00	2.00	14.00	12.00	2.00	14.00

DEPARTMENT OF HEALTH

2006 legislative appropriation	142,773,275	345,158,590	487,931,865	142,773,275	345,158,590	487,931,865
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	7,639,318	10,647,117	18,286,435	7,639,318	10,647,117	18,286,435
▶ Remove one-time spending amounts from agency budget	(445,000)	0	(445,000)	(445,000)	0	(445,000)
▶ Reflect administrative nongeneral fund increases in agency budget	0	600,000	600,000	0	600,000	600,000
▶ Increase special fund appropriation for Vital Records	0	867,603	867,603	0	867,603	867,603

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Increase nongeneral fund appropriation for local health departments	0	2,000,000	2,000,000	0	2,000,000	2,000,000
▶ Recognize Richmond city health department as a state operated health district	0	3,877,258	3,877,258	0	3,877,258	3,877,258
▶ Expand Resource Mothers program	590,000	0	590,000	590,000	0	590,000
▶ Address critical local health department facility needs	170,031	111,085	281,116	170,031	111,085	281,116
▶ Fund St. Mary's Health Wagon	100,000	0	100,000	100,000	0	100,000
▶ Increase Comprehensive Health Investment Program (CHIP) of Virginia funding	396,000	0	396,000	396,000	0	396,000
▶ Ensure food safety by addressing growing gap in demand for Environmental Health Services	326,000	130,400	456,400	326,000	130,400	456,400
▶ Fund drinking water construction projects	5,000,000	0	5,000,000	5,000,000	0	5,000,000
▶ Recruit and retain local medical examiners	615,520	0	615,520	648,740	0	648,740
▶ Maintain support for Physician Financial Incentive programs	280,284	(280,284)	0	560,568	(560,568)	0
▶ Provide culturally and linguistically appropriate health care services	125,000	0	125,000	125,000	0	125,000
▶ Adjust funding for agency expenditures related to cost of basic operations	498,176	0	498,176	525,093	0	525,093
▶ Expand breast and cervical cancer screening services to low-income women	405,176	0	405,176	405,176	0	405,176
▶ Encourage the adoption of Electronic Health Records (EHR) in the Commonwealth	3,776,620	0	3,776,620	3,276,620	0	3,276,620
▶ Increase funding for the Virginia Health Care Foundation	250,000	0	250,000	250,000	0	250,000
Total recommended budget actions	19,727,125	17,953,179	37,680,304	19,567,546	17,672,895	37,240,441
Total recommended funding	162,500,400	363,111,769	525,612,169	162,340,821	362,831,485	525,172,306
Percentage change over fiscal year 2006	13.82%	5.20%	7.72%	13.71%	5.12%	7.63%
Position level:						
2006 legislative appropriation	1,554.00	2,044.00	3,598.00	1,554.00	2,044.00	3,598.00
Recommended budget actions	104.00	63.00	63.00	104.00	63.00	63.00
Total recommended positions	1,658.00	2,107.00	3,661.00	1,658.00	2,107.00	3,661.00

DEPARTMENT OF HEALTH PROFESSIONS

2006 legislative appropriation	0	19,881,977	19,881,977	0	19,881,977	19,881,977
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	846,049	846,049	0	846,049	846,049
▶ Investigate and adjudicate allegations	0	1,610,796	1,610,796	0	1,469,447	1,469,447

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
of misconduct by health care practitioners						
▶ Ensure efficient licensing of health care practitioners	0	340,292	340,292	0	361,676	361,676
▶ Staff the Board of Long-Term Care Administrators	0	201,823	201,823	0	191,823	191,823
▶ Regulate medication aides	0	0	0	0	115,946	115,946
Total recommended budget actions	0	2,998,960	2,998,960	0	2,984,941	2,984,941
Total recommended funding	0	22,880,937	22,880,937	0	22,866,918	22,866,918
Percentage change over fiscal year 2006	N/A	15.08%	15.08%	N/A	15.01%	15.01%
Position level:						
2006 legislative appropriation	0.00	173.00	173.00	0.00	173.00	173.00
Recommended budget actions	0.00	26.00	26.00	0.00	27.00	27.00
Total recommended positions	0.00	199.00	199.00	0.00	200.00	200.00

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

2006 legislative appropriation	2,152,985,491	2,853,046,659	5,006,032,150	2,152,985,491	2,853,046,659	5,006,032,150
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	797,307	871,007	1,668,314	797,307	871,007	1,668,314
▶ Remove one-time spending amounts from agency budget	(3,572,287)	0	(3,572,287)	(3,572,287)	0	(3,572,287)
▶ Adjust federal appropriation to reflect federal match rate	0	(6,636,955)	(6,636,955)	0	(6,636,955)	(6,636,955)
▶ Fund the impact of the new Medicare prescription drug program	37,872,953	(177,625,778)	(139,752,825)	42,279,180	(183,690,220)	(141,411,040)
▶ Adjust funding for agency expenditures related to cost of basic operations	30,127	0	30,127	31,741	0	31,741
▶ Fund Medicaid utilization and inflation	164,578,144	212,612,880	377,191,024	318,956,774	389,135,569	708,092,343
▶ Fund Family Access to Medical Insurance Security plan utilization and inflation	246,869	360,280	607,149	3,338,357	6,101,615	9,439,972
▶ Fund medical assistance services for low-income children utilization and inflation	2,832,567	3,773,151	6,605,718	5,269,942	8,299,705	13,569,647
▶ Outsource compliance audits for various services	(350,000)	(350,000)	(700,000)	(728,000)	(728,000)	(1,456,000)
▶ Fund the development of a specialty drug program	(593,040)	(593,040)	(1,186,080)	(770,111)	(770,111)	(1,540,222)
▶ Fund the administrative costs for the National Provider Identifier Initiative	497,293	3,630,920	4,128,213	207,368	1,010,658	1,218,026
▶ Outsource payroll processing for Consumer Directed Personal Attendant Services	1,834,400	1,834,400	3,668,800	2,024,900	2,024,900	4,049,800
▶ Fund rate increase for physician services	0	0	0	6,903,586	7,344,560	14,248,146
▶ Eliminate the urgent care waiting list	2,468,749	2,468,749	4,937,498	2,877,814	2,877,814	5,755,628

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
for the Mental Retardation waiver for children under age six						
▶ Increase the personal maintenance allowance for all waiver services	1,042,923	1,042,923	2,085,846	1,095,067	1,095,067	2,190,134
▶ Implement an obesity pilot project for children	202,100	179,900	382,000	202,100	179,900	382,000
▶ Provide funding to increase reimbursement rates for adult day care services	48,476	48,476	96,952	91,197	91,197	182,394
▶ Increase adjustment factor for hospital inpatient reimbursement	7,539,508	7,539,508	15,079,016	8,386,126	8,386,126	16,772,252
▶ Increase payments to nursing facilities	3,904,150	3,904,150	7,808,300	4,036,891	4,036,891	8,073,782
▶ Fund the associated Medicaid costs of expanded breast and cervical cancer screening	695,417	1,986,906	2,682,323	695,417	1,986,906	2,682,323
▶ Adjust Medicaid reimbursement to mental retardation training centers	(2,785,331)	(2,785,331)	(5,570,662)	(6,427,206)	(6,427,206)	(12,854,412)
Total recommended budget actions	217,290,325	52,262,146	269,552,471	385,696,163	235,189,423	620,885,586
Total recommended funding	2,370,275,816	2,905,308,805	5,275,584,621	2,538,681,654	3,088,236,082	5,626,917,736
Percentage change over fiscal year 2006	10.09%	1.83%	5.38%	17.91%	8.24%	12.40%
Position level:						
2006 legislative appropriation	151.27	179.73	331.00	151.27	179.73	331.00
Recommended budget actions	5.25	5.75	5.75	5.25	5.75	5.75
Total recommended positions	156.52	185.48	336.75	156.52	185.48	336.75

DEPARTMENT OF MENTAL HEALTH, MENTAL RETARDATION AND SUBSTANCE ABUSE SERVICES

2006 legislative appropriation	439,250,639	336,394,278	775,644,917	439,250,639	336,394,278	775,644,917
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	38,893,050	11,064,064	49,957,114	38,893,050	11,064,064	49,957,114
▶ Remove one-time funding for Inspector General	(130,624)	0	(130,624)	(130,624)	0	(130,624)
▶ Remove one-time funding	(75,000)	0	(75,000)	(75,000)	0	(75,000)
▶ Shift from general fund to nongeneral funds in mental retardation training centers to reflect actual collections	(3,400,000)	3,400,000	0	(3,400,000)	3,400,000	0
▶ Shift from nongeneral funds to general fund in mental health facilities to reflect actual collections	3,400,000	(3,400,000)	0	3,400,000	(3,400,000)	0
▶ Adjust nongeneral fund appropriation to reflect federal grant awards	0	(12,500,000)	(12,500,000)	0	(12,500,000)	(12,500,000)
▶ Address increasing costs in Aftercare Pharmacy	2,031,325	0	2,031,325	3,782,139	0	3,782,139
▶ Address increasing inpatient pharmacy costs	4,240,088	0	4,240,088	4,950,771	0	4,950,771
▶ Adjust funding for agency expenditures related to cost of basic operations	868,742	0	868,742	1,330,085	0	1,330,085
▶ Add licensing staff	213,904	34,224	248,128	213,904	34,224	248,128

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Increase positions in architectural and engineering services	285,541	0	285,541	285,541	0	285,541
▶ Increase funds for Early Intervention services for infants and toddlers	4,078,366	0	4,078,366	4,078,366	0	4,078,366
▶ Provide funding for the Community Integration Oversight Advisory Committee	233,398	0	233,398	233,398	0	233,398
▶ Implement a developmental career path for Direct Service Associates	148,658	0	148,658	811,861	0	811,861
▶ Reduce funds for operating costs at Eastern State and Western State Hospitals	(1,552,034)	0	(1,552,034)	(3,993,549)	0	(3,993,549)
▶ Adjust nongeneral fund appropriation and positions at Southeastern and Central Virginia Training Centers	0	(5,570,661)	(5,570,661)	0	(12,854,411)	(12,854,411)
▶ Provide increased funding to ensure proper billing for prescriptions purchased through Medicare Part D	759,000	0	759,000	759,000	0	759,000
▶ Establish mental health community transformation initiative	18,401,640	0	18,401,640	20,533,480	0	20,533,480
▶ Establish mental retardation community transformation initiative	24,868,172	23,508,172	48,376,344	30,708,277	28,815,277	59,523,554
▶ Establish substance abuse services community transformation initiative	6,278,568	0	6,278,568	6,278,568	0	6,278,568
▶ Add funding for Celebrating Special Children	100,000	0	100,000	0	0	0
▶ Add funding for Greater Richmond Association for Retarded Citizens (ARC)	750,000	0	750,000	0	0	0
▶ Capital Outlay Lease for food service units at mental health and mental retardation facilities	859,698	0	859,698	1,719,395	0	1,719,395
Total recommended budget actions	101,252,492	16,535,799	117,788,291	110,378,662	14,559,154	124,937,816
Total recommended funding	540,503,131	352,930,077	893,433,208	549,629,301	350,953,432	900,582,733
Percentage change over fiscal year 2006	23.05%	4.92%	15.19%	25.13%	4.33%	16.11%
Position level:						
2006 legislative appropriation	7,133.27	2,750.73	9,884.00	7,133.27	2,750.73	9,884.00
Recommended budget actions	4.58	0.42	0.42	(50.42)	(133.58)	(133.58)
Total recommended positions	7,137.85	2,751.15	9,884.42	7,082.85	2,617.15	9,750.42

DEPARTMENT OF REHABILITATIVE SERVICES

2006 legislative appropriation	27,162,016	102,354,072	129,516,088	27,162,016	102,354,072	129,516,088
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	778,617	3,288,203	4,066,820	778,617	3,288,203	4,066,820
▶ Transfer general fund dollars for the Postsecondary Education Rehabilitation Transition (PERT) program between agencies	(864,911)	0	(864,911)	(864,911)	0	(864,911)
▶ Adjust funding for agency	37,081	0	37,081	38,411	0	38,411

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
expenditures related to cost of basic operations						
▶ Increase the number of individuals with significant disabilities receiving long term support for maintaining employment	763,550	0	763,550	763,550	0	763,550
▶ Expand Brain Injury services in Southwest Virginia	285,000	0	285,000	285,000	0	285,000
Total recommended budget actions	999,337	3,288,203	4,287,540	1,000,667	3,288,203	4,288,870
Total recommended funding	28,161,353	105,642,275	133,803,628	28,162,683	105,642,275	133,804,958
Percentage change over fiscal year 2006	3.68%	3.21%	3.31%	3.68%	3.21%	3.31%
Position level:						
2006 legislative appropriation	114.25	579.75	694.00	114.25	579.75	694.00
Recommended budget actions	0.00	5.00	5.00	0.00	5.00	5.00
Total recommended positions	114.25	584.75	699.00	114.25	584.75	699.00

WOODROW WILSON REHABILITATION CENTER

2006 legislative appropriation	5,279,056	19,865,787	25,144,843	5,279,056	19,865,787	25,144,843
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	516,323	951,314	1,467,637	516,323	951,314	1,467,637
▶ Transfer general fund dollars for the Postsecondary Education Rehabilitation Transition (PERT) program between agencies	864,911	0	864,911	864,911	0	864,911
▶ Adjust funding for agency expenditures related to cost of basic operations	29,289	0	29,289	39,276	0	39,276
Total recommended budget actions	1,410,523	951,314	2,361,837	1,420,510	951,314	2,371,824
Total recommended funding	6,689,579	20,817,101	27,506,680	6,699,566	20,817,101	27,516,667
Percentage change over fiscal year 2006	26.72%	4.79%	9.39%	26.91%	4.79%	9.43%
Position level:						
2006 legislative appropriation	118.67	244.33	363.00	118.67	244.33	363.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	118.67	244.33	363.00	118.67	244.33	363.00

DEPARTMENT OF SOCIAL SERVICES

2006 legislative appropriation	326,625,242	1,359,607,888	1,686,233,130	326,625,242	1,359,607,888	1,686,233,130
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	8,405,078	6,166,156	14,571,234	8,405,078	6,166,156	14,571,234
▶ Remove one-time funding	(250,000)	0	(250,000)	(250,000)	0	(250,000)
▶ Reflect increased child support enforcement revenue and the federal share of local salaries	0	17,904,165	17,904,165	0	47,704,165	47,704,165
▶ Fund increasing caseload and expenditures in the adoption subsidy program	12,504,685	(1,809,954)	10,694,731	16,388,902	(1,454,479)	14,934,423

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Address shortfalls in Temporary Assistance for Needy Families and mandated child care	6,760,746	3,039,792	9,800,538	7,992,283	4,521,329	12,513,612
▶ Fund increased cost of eligibility determination	2,638,262	2,158,578	4,796,840	4,306,474	3,523,479	7,829,953
▶ Adjust funding for agency expenditures related to cost of basic operations	1,706,916	0	1,706,916	1,708,816	0	1,708,816
▶ Convert contractors to classified positions	(102,884)	(175,934)	(278,818)	(233,826)	(429,850)	(663,676)
▶ Increase funding for Healthy Families of Virginia	507,959	0	507,959	507,959	0	507,959
▶ Provide administrative funding for the Comprehensive Services Act	120,525	0	120,525	120,525	0	120,525
▶ Provide funding for community action agencies	514,786	0	514,786	514,786	0	514,786
▶ Establish Early Childhood Foundation	4,800,000	0	4,800,000	3,800,000	0	3,800,000
Total recommended budget actions	37,606,073	27,282,803	64,888,876	43,260,997	60,030,800	103,291,797
Total recommended funding	364,231,315	1,386,890,691	1,751,122,006	369,886,239	1,419,638,688	1,789,524,927
Percentage change over fiscal year 2006	11.51%	2.01%	3.85%	13.24%	4.42%	6.13%
Position level:						
2006 legislative appropriation	247.61	1,369.89	1,617.50	247.61	1,369.89	1,617.50
Recommended budget actions	23.00	34.00	34.00	23.00	34.00	34.00
Total recommended positions	270.61	1,403.89	1,651.50	270.61	1,403.89	1,651.50

VIRGINIA BOARD FOR PEOPLE WITH DISABILITIES

2006 legislative appropriation	127,952	1,644,735	1,772,687	127,952	1,644,735	1,772,687
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	5,465	41,553	47,018	5,465	41,553	47,018
▶ Adjust funding for agency expenditures related to cost of basic operations	3,971	0	3,971	3,564	0	3,564
Total recommended budget actions	9,436	41,553	50,989	9,029	41,553	50,582
Total recommended funding	137,388	1,686,288	1,823,676	136,981	1,686,288	1,823,269
Percentage change over fiscal year 2006	7.37%	2.53%	2.88%	7.06%	2.53%	2.85%
Position level:						
2006 legislative appropriation	0.75	9.25	10.00	0.75	9.25	10.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.75	9.25	10.00	0.75	9.25	10.00

DEPARTMENT FOR THE BLIND AND VISION IMPAIRED

2006 legislative appropriation	6,025,484	29,957,127	35,982,611	6,025,484	29,957,127	35,982,611
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	308,199	693,101	1,001,300	308,199	693,101	1,001,300

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Adjust funding for agency expenditures related to cost of basic operations	9,628	0	9,628	12,457	0	12,457
Total recommended budget actions	317,827	693,101	1,010,928	320,656	693,101	1,013,757
Total recommended funding	6,343,311	30,650,228	36,993,539	6,346,140	30,650,228	36,996,368
Percentage change over fiscal year 2006	5.27%	2.31%	2.81%	5.32%	2.31%	2.82%
Position level:						
2006 legislative appropriation	100.40	62.60	163.00	100.40	62.60	163.00
Recommended budget actions	(1.00)	1.00	1.00	(1.00)	1.00	1.00
Total recommended positions	99.40	63.60	164.00	99.40	63.60	164.00

VIRGINIA REHABILITATION CENTER FOR THE BLIND AND VISION IMPAIRED

2006 legislative appropriation	191,641	1,793,703	1,985,344	191,641	1,793,703	1,985,344
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	115,076	115,076	0	115,076	115,076
Total recommended budget actions	0	115,076	115,076	0	115,076	115,076
Total recommended funding	191,641	1,908,779	2,100,420	191,641	1,908,779	2,100,420
Percentage change over fiscal year 2006	0.00%	6.42%	5.80%	0.00%	6.42%	5.80%
Position level:						
2006 legislative appropriation	0.00	26.00	26.00	0.00	26.00	26.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	26.00	26.00	0.00	26.00	26.00

OFFICE OF HEALTH AND HUMAN RESOURCES TOTAL

Grand total recommended funds	3,709,629,865	5,278,118,979	8,987,748,844	3,909,430,009	5,495,523,305	9,404,953,314
Grand total recommended positions	9,584.05	7,593.45	17,041.67	9,529.05	7,460.45	16,908.67



Office of Natural Resources

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF NATURAL RESOURCES						
2006 legislative appropriation	604,795	0	604,795	604,795	0	604,795
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	40,587	0	40,587	40,587	0	40,587
▶ Adjust funding for agency expenditures related to cost of basic operations	4,120	0	4,120	4,320	0	4,320
▶ Fund the Virginia Indian Heritage Program	300,000	0	300,000	200,000	0	200,000
▶ Increase funding for the Council on Indians	25,000	0	25,000	0	0	0
Total recommended budget actions	369,707	0	369,707	244,907	0	244,907
Total recommended funding	974,502	0	974,502	849,702	0	849,702
Percentage change over fiscal year 2006	61.13%	N/A	61.13%	40.49%	N/A	40.49%
Position level:						
2006 legislative appropriation	6.00	0.00	6.00	6.00	0.00	6.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	6.00	0.00	6.00	6.00	0.00	6.00
CHIPPOKES PLANTATION FARM FOUNDATION						
2006 legislative appropriation	154,455	67,103	221,558	154,455	67,103	221,558
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	6,050	0	6,050	6,050	0	6,050
▶ Adjust funding for agency expenditures related to cost of basic operations	1,662	0	1,662	1,662	0	1,662
Total recommended budget actions	7,712	0	7,712	7,712	0	7,712
Total recommended funding	162,167	67,103	229,270	162,167	67,103	229,270
Percentage change over fiscal year 2006	4.99%	0.00%	3.48%	4.99%	0.00%	3.48%
Position level:						
2006 legislative appropriation	2.00	0.00	2.00	2.00	0.00	2.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	2.00	0.00	2.00	2.00	0.00	2.00

DEPARTMENT OF CONSERVATION AND RECREATION

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
2006 legislative appropriation	69,903,907	22,798,998	92,702,905	69,903,907	22,798,998	92,702,905
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,642,344	250,981	1,893,325	1,642,344	250,981	1,893,325
▶ Eliminate one-time spending amounts from the agency budget	(80,000)	0	(80,000)	(80,000)	0	(80,000)
▶ Eliminate Water Quality Improvement Fund deposit	(30,164,600)	0	(30,164,600)	(30,164,600)	0	(30,164,600)
▶ Transfer stormwater management program	0	1,500,000	1,500,000	0	1,500,000	1,500,000
▶ Appropriate revenue from new parks facilities	0	500,000	500,000	0	500,000	500,000
▶ Provide one-time support for stormwater management program	300,000	0	300,000	0	0	0
▶ Adjust funding for agency expenditures related to cost of basic operations	237,865	0	237,865	257,528	0	257,528
▶ Provide service delivery for nonpoint source programs	500,000	0	500,000	500,000	0	500,000
▶ Address state park operations and staffing needs	1,600,000	250,000	1,850,000	1,600,000	250,000	1,850,000
▶ Provide for extension of Southside Rails to Trails project	950,000	0	950,000	0	0	0
▶ Provide funding for development of the Captain John Smith Water Trail	140,000	0	140,000	0	0	0
Total recommended budget actions	(24,874,391)	2,500,981	(22,373,410)	(26,244,728)	2,500,981	(23,743,747)
Total recommended funding	45,029,516	25,299,979	70,329,495	43,659,179	25,299,979	68,959,158
Percentage change over fiscal year 2006	(35.58%)	10.97%	(24.13%)	(37.54%)	10.97%	(25.61%)
Position level:						
2006 legislative appropriation	423.00	60.00	483.00	423.00	60.00	483.00
Recommended budget actions	22.00	14.00	14.00	22.00	14.00	14.00
Total recommended positions	445.00	74.00	497.00	445.00	74.00	497.00

DEPARTMENT OF ENVIRONMENTAL QUALITY

2006 legislative appropriation	108,199,408	117,987,792	226,187,200	108,199,408	117,987,792	226,187,200
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	2,067,635	2,385,713	4,453,348	2,067,635	2,385,713	4,453,348
▶ Remove one-time spending amounts from agency budget	(71,295,000)	0	(71,295,000)	(71,295,000)	0	(71,295,000)
▶ Annualize personnel costs associated with additional water supply planning positions	14,616	0	14,616	14,616	0	14,616
▶ Transfer appropriations and positions to the Department of Conservation and Recreation for the stormwater management program	0	(1,500,000)	(1,500,000)	0	(1,500,000)	(1,500,000)
▶ Provide additional support for interstate compact commissions	61,132	0	61,132	68,892	0	68,892

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Adjust funding for agency expenditures related to cost of basic operations	84,963	0	84,963	90,786	0	90,786
▶ Provide additional nongeneral fund appropriation to implement an Enterprise Content Management System	0	1,238,000	1,238,000	0	0	0
▶ Provide additional nongeneral fund appropriations to implement enterprise-wide eGovernment services	0	600,000	600,000	0	600,000	600,000
▶ Provide additional nongeneral fund appropriations to enhance water quality monitoring investigations for targeted Virginia waters	0	321,121	321,121	0	189,614	189,614
▶ Provide additional funding to enhance water quality efforts	697,110	0	697,110	660,141	0	660,141
▶ Provide additional funding to ensure a sustainable groundwater supply in critical management areas	442,422	0	442,422	415,746	0	415,746
▶ Provide additional funding to increase oversight of landfills and enhance solid waste management compliance	549,852	0	549,852	511,218	0	511,218
▶ Provide additional funding to enhance Virginia Water Protection inspection and compliance program	39,385	118,157	157,542	55,515	166,544	222,059
▶ Provide additional support for the Chesapeake Bay Foundation	50,000	0	50,000	50,000	0	50,000
▶ Provide additional nongeneral fund appropriations to implement underground storage tank requirements mandated by federal energy legislation	0	833,472	833,472	0	1,209,888	1,209,888
▶ Capture state overmatch related to reduced federal grants	(3,900,000)	0	(3,900,000)	(720,000)	0	(720,000)
▶ Provide additional funding for water quality improvement	232,500,000	0	232,500,000	0	0	0
▶ Provide additional funding to investigate the potential factors resulting in fish lesions and mortality in the Shenandoah River	200,000	0	200,000	0	0	0
Total recommended budget actions	161,512,115	3,996,463	165,508,578	(68,080,451)	3,051,759	(65,028,692)
Total recommended funding	269,711,523	121,984,255	391,695,778	40,118,957	121,039,551	161,158,508
Percentage change over fiscal year 2006	149.27%	3.39%	73.17%	(62.92%)	2.59%	(28.75%)
Position level:						
2006 legislative appropriation	438.73	459.27	898.00	438.73	459.27	898.00
Recommended budget actions	25.75	6.25	6.25	25.75	6.25	6.25
Total recommended positions	464.48	465.52	904.25	464.48	465.52	904.25

DEPARTMENT OF GAME AND INLAND FISHERIES

2006 legislative appropriation	0	45,426,517	45,426,517	0	45,426,517	45,426,517
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	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	2,529,263	2,529,263	0	2,529,263	2,529,263
▶ Fund unfunded game warden positions	0	1,980,000	1,980,000	0	1,040,000	1,040,000
▶ Remove funding for point of sale system	0	(984,800)	(984,800)	0	(984,800)	(984,800)
▶ Create appropriation for Virginia Migratory Waterfowl Conservation Stamp	0	200,000	200,000	0	200,000	200,000
▶ Establish additional wildlife diversity program positions	0	393,327	393,327	0	363,327	363,327
Total recommended budget actions	0	4,117,790	4,117,790	0	3,147,790	3,147,790
Total recommended funding	0	49,544,307	49,544,307	0	48,574,307	48,574,307
Percentage change over fiscal year 2006	N/A	9.06%	9.06%	N/A	6.93%	6.93%
Position level:						
2006 legislative appropriation	0.00	487.00	487.00	0.00	487.00	487.00
Recommended budget actions	0.00	6.00	6.00	0.00	6.00	6.00
Total recommended positions	0.00	493.00	493.00	0.00	493.00	493.00

DEPARTMENT OF HISTORIC RESOURCES

2006 legislative appropriation	2,961,623	1,332,206	4,293,829	2,961,623	1,332,206	4,293,829
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	91,711	102,792	194,503	91,711	102,792	194,503
▶ Appropriate indirect cost recovery monies	0	32,000	32,000	0	32,000	32,000
▶ Provide matching grant funding for Montpelier	172,271	0	172,271	172,271	0	172,271
▶ Provide funding and one position for the Survey and Planning Cost Share Program	157,523	120,000	277,523	158,839	120,000	278,839
▶ Adjust funding for agency expenditures related to cost of basic operations	37,875	0	37,875	38,117	0	38,117
▶ Provide historic grant to Weston Manor	150,000	0	150,000	0	0	0
Total recommended budget actions	609,380	254,792	864,172	460,938	254,792	715,730
Total recommended funding	3,571,003	1,586,998	5,158,001	3,422,561	1,586,998	5,009,559
Percentage change over fiscal year 2006	20.58%	19.13%	20.13%	15.56%	19.13%	16.67%
Position level:						
2006 legislative appropriation	30.50	18.50	49.00	30.50	18.50	49.00
Recommended budget actions	1.00	0.00	0.00	1.00	0.00	0.00
Total recommended positions	31.50	18.50	49.00	31.50	18.50	49.00

MARINE RESOURCES COMMISSION

2006 legislative appropriation	10,021,264	6,438,796	16,460,060	10,021,264	6,438,796	16,460,060
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	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	610,709	105,103	715,812	610,709	105,103	715,812
▶ Eliminate unnecessary nongeneral fund appropriation	0	(600,000)	(600,000)	0	(600,000)	(600,000)
▶ Provide funding for increased personal service costs for positions funded with transportation funds	0	5,975	5,975	0	5,975	5,975
▶ Provide funding for increased personal service costs for positions funded with transportation funds	0	4,605	4,605	0	4,605	4,605
▶ Increase appropriation for support costs	0	100,000	100,000	0	100,000	100,000
▶ Increase appropriation for expected increase in fishing license revenue	0	1,025,000	1,025,000	0	1,025,000	1,025,000
▶ Provide funding for main office rent increase	26,500	0	26,500	26,500	0	26,500
▶ Adjust funding for agency expenditures related to cost of basic operations	51,442	0	51,442	55,963	0	55,963
Total recommended budget actions	688,651	640,683	1,329,334	693,172	640,683	1,333,855
Total recommended funding	10,709,915	7,079,479	17,789,394	10,714,436	7,079,479	17,793,915
Percentage change over fiscal year 2006	6.87%	9.95%	8.08%	6.92%	9.95%	8.10%
Position level:						
2006 legislative appropriation	136.50	30.00	166.50	136.50	30.00	166.50
Recommended budget actions	0.00	(8.00)	(8.00)	0.00	(8.00)	(8.00)
Total recommended positions	136.50	22.00	158.50	136.50	22.00	158.50

VIRGINIA MUSEUM OF NATURAL HISTORY

2006 legislative appropriation	2,104,386	449,874	2,554,260	2,104,386	449,874	2,554,260
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	119,413	11,180	130,593	119,413	11,180	130,593
▶ Annualize personnel costs associated with additional positions for the new museum facility	104,327	0	104,327	104,327	0	104,327
▶ Adjust funding for agency expenditures related to cost of basic operations	45,543	0	45,543	47,823	0	47,823
▶ Provide additional funding for operations of the new museum facility	286,540	0	286,540	286,540	0	286,540
▶ Provide funding for additional positions for the new museum facility	137,209	0	137,209	179,061	0	179,061
Total recommended budget actions	693,032	11,180	704,212	737,164	11,180	748,344
Total recommended funding	2,797,418	461,054	3,258,472	2,841,550	461,054	3,302,604
Percentage change over fiscal year 2006	32.93%	2.49%	27.57%	35.03%	2.49%	29.30%
Position level:						
2006 legislative appropriation	37.50	3.00	40.50	37.50	3.00	40.50

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions	3.00	0.00	0.00	3.00	0.00	0.00
Total recommended positions	40.50	3.00	40.50	40.50	3.00	40.50
OFFICE OF NATURAL RESOURCES TOTAL						
Grand total recommended funds	332,956,044	206,023,175	538,979,219	101,768,552	204,108,471	305,877,023
Grand total recommended positions	1,125.98	1,076.02	2,150.25	1,125.98	1,076.02	2,150.25



Office of Public Safety

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF PUBLIC SAFETY						
2006 legislative appropriation	684,495	0	684,495	684,495	0	684,495
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	50,889	0	50,889	50,889	0	50,889
▶ Adjust funding for agency expenditures related to cost of basic operations	1,261	0	1,261	1,461	0	1,461
Total recommended budget actions	52,150	0	52,150	52,350	0	52,350
Total recommended funding	736,645	0	736,645	736,845	0	736,845
Percentage change over fiscal year 2006	7.62%	N/A	7.62%	7.65%	N/A	7.65%
Position level:						
2006 legislative appropriation	7.00	0.00	7.00	7.00	0.00	7.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	7.00	0.00	7.00	7.00	0.00	7.00
COMMONWEALTH'S ATTORNEYS' SERVICES COUNCIL						
2006 legislative appropriation	707,539	38,450	745,989	707,539	38,450	745,989
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	25,920	0	25,920	25,920	0	25,920
▶ Adjust funding for agency expenditures related to cost of basic operations	24,716	0	24,716	24,905	0	24,905
Total recommended budget actions	50,636	0	50,636	50,825	0	50,825
Total recommended funding	758,175	38,450	796,625	758,364	38,450	796,814
Percentage change over fiscal year 2006	7.16%	0.00%	6.79%	7.18%	0.00%	6.81%
Position level:						
2006 legislative appropriation	6.00	0.00	6.00	6.00	0.00	6.00
Recommended budget actions	1.00	0.00	0.00	1.00	0.00	0.00
Total recommended positions	7.00	0.00	6.00	7.00	0.00	6.00
DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL						
2006 legislative appropriation	0	440,406,412	440,406,412	0	440,406,412	440,406,412
Recommended budget actions:						
▶ Transfer centrally funded amounts to	0	4,362,519	4,362,519	0	4,362,519	4,362,519

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
agency budgets						
▶ Reduce lottery ticket purchase	0	(2,509,283)	(2,509,283)	0	(2,509,283)	(2,509,283)
▶ Fund unbudgeted cost increases	0	2,677,144	2,677,144	0	2,968,932	2,968,932
▶ Fund store modernization	0	285,000	285,000	0	0	0
▶ Fund store expansion	0	2,677,144	2,677,144	0	2,037,144	2,037,144
▶ Fund principal and interest payments for new warehouse racking system	0	440,741	440,741	0	440,741	440,741
Total recommended budget actions	0	7,933,265	7,933,265	0	7,300,053	7,300,053
Total recommended funding	0	448,339,677	448,339,677	0	447,706,465	447,706,465
Percentage change over fiscal year 2006	N/A	1.80%	1.80%	N/A	1.66%	1.66%
Position level:						
2006 legislative appropriation	0.00	992.00	992.00	0.00	992.00	992.00
Recommended budget actions	0.00	20.00	20.00	0.00	20.00	20.00
Total recommended positions	0.00	1,012.00	1,012.00	0.00	1,012.00	1,012.00

DEPARTMENT OF CORRECTIONAL EDUCATION

2006 legislative appropriation	46,874,320	1,836,565	48,710,885	46,874,320	1,836,565	48,710,885
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	3,359,282	72,629	3,431,911	3,359,282	72,629	3,431,911
▶ Increase funds for teaching materials, supplies, and equipment	600,000	0	600,000	600,000	0	600,000
▶ Replace funds from expiring federal Department of Labor grants	361,856	0	361,856	419,012	0	419,012
▶ Fund the teacher parity program	317,166	0	317,166	585,534	0	585,534
▶ Adjust funding for agency expenditures related to cost of basic operations	582,997	0	582,997	564,186	0	564,186
▶ Increase career and technical education (vocational) programs at Culpeper Juvenile Correctional Center and Bon Air Juvenile Correctional Center	382,847	0	382,847	209,813	0	209,813
▶ Fund educational programs at Pittsylvania State Prison at Chatham	99,795	0	99,795	2,097,457	0	2,097,457
▶ Fund additional educational programs at Deerfield Correctional Center	221,940	0	221,940	143,092	0	143,092
▶ Fund educational programs at Tazewell State Prison at Pocahontas	99,795	0	99,795	2,119,234	0	2,119,234
▶ Initiate evening career and technical education programs at various adult Correctional Centers	400,000	0	400,000	400,000	0	400,000
Total recommended budget actions	6,425,678	72,629	6,498,307	10,497,610	72,629	10,570,239
Total recommended funding	53,299,998	1,909,194	55,209,192	57,371,930	1,909,194	59,281,124
Percentage change over fiscal year 2006	13.71%	3.95%	13.34%	22.40%	3.95%	21.70%

Position level:

2006 legislative appropriation	749.05	15.50	764.55	749.05	15.50	764.55
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	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Recommended budget actions	17.00	0.00	0.00	41.00	0.00	0.00
Total recommended positions	766.05	15.50	764.55	790.05	15.50	764.55

DEPARTMENT OF CORRECTIONS

2006 legislative appropriation	796,580,152	52,899,847	849,479,999	796,580,152	52,899,847	849,479,999
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	52,551,930	2,416,343	54,968,273	52,551,930	2,416,343	54,968,273
▶ Adjust funding for day reporting centers	(130,032)	0	(130,032)	(130,032)	0	(130,032)
▶ Delete one-time funding for Woodrum bills	(395,052)	0	(395,052)	(395,052)	0	(395,052)
▶ Annualize funding for day reporting centers	289,227	0	289,227	289,227	0	289,227
▶ Increase appropriation for enterprise activities	0	11,000,000	11,000,000	0	13,000,000	13,000,000
▶ Increase insurance recovery appropriation	0	100,000	100,000	0	100,000	100,000
▶ Eliminate funding for commissary automation position	0	(55,000)	(55,000)	0	(55,000)	(55,000)
▶ Increase funding for private prison contract	1,620,409	0	1,620,409	2,219,473	0	2,219,473
▶ Adjust funding for agency expenditures related to cost of basic operations	3,133,706	0	3,133,706	3,605,424	0	3,605,424
▶ Add probation and parole officer positions	2,548,588	0	2,548,588	3,004,263	0	3,004,263
▶ Develop and implement offender management system	2,802,359	500,000	3,302,359	857,277	500,000	1,357,277
▶ Expand nursing coverage at larger field unit	343,070	0	343,070	343,070	0	343,070
▶ Provide funding for increased medical costs	7,900,000	0	7,900,000	7,900,000	0	7,900,000
▶ Expand sex offender containment program	875,077	0	875,077	1,368,052	0	1,368,052
▶ Strengthen sex offender treatment services at Brunswick Correctional Center	218,347	0	218,347	183,649	0	183,649
▶ Assume grant funding	1,374,969	0	1,374,969	1,374,969	0	1,374,969
▶ Provide operational funding for Deerfield expansion	9,013,512	0	9,013,512	11,722,117	0	11,722,117
▶ Provide operational funds for Phase II of the St. Brides replacement	3,161,075	0	3,161,075	12,715,592	0	12,715,592
▶ Provide operational funding for new Tazewell County prison	6,422,925	0	6,422,925	22,488,108	0	22,488,108
▶ Provide operational funding for new Pittsylvania prison	4,643,652	0	4,643,652	23,052,451	0	23,052,451
▶ Provide funding for transitional specialists	122,034	0	122,034	154,155	0	154,155

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Expand vocational training	226,416	0	226,416	247,008	0	247,008
▶ Provide pro-rata share of cost of Craigsville wastewater treatment plant	1,319,000	0	1,319,000	0	0	0
Total recommended budget actions	98,041,212	13,961,343	112,002,555	143,551,681	15,961,343	159,513,024
Total recommended funding	894,621,364	66,861,190	961,482,554	940,131,833	68,861,190	1,008,993,023
Percentage change over fiscal year 2006	12.31%	26.39%	13.18%	18.02%	30.17%	18.78%
Position level:						
2006 legislative appropriation	12,323.00	253.50	12,576.50	12,323.00	253.50	12,576.50
Recommended budget actions	1,137.00	(1.00)	(1.00)	1,137.00	(1.00)	(1.00)
Total recommended positions	13,460.00	252.50	12,575.50	13,460.00	252.50	12,575.50

DEPARTMENT OF CRIMINAL JUSTICE SERVICES

2006 legislative appropriation	221,295,852	50,912,693	272,208,545	221,295,852	50,912,693	272,208,545
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	564,935	325,013	889,948	564,935	325,013	889,948
▶ Increase nongeneral fund appropriation level for Asset Forfeiture Program	0	3,000,000	3,000,000	0	3,000,000	3,000,000
▶ Remove appropriation for the Intensified Drug Enforcement Fund	(712,629)	(4,002,232)	(4,714,861)	(712,629)	(4,002,232)	(4,714,861)
▶ Increase funding for aid to local law enforcement	11,555,924	0	11,555,924	22,227,367	0	22,227,367
▶ Adjust funding for agency expenditures related to cost of basic operations	121,654	0	121,654	124,384	0	124,384
▶ Provide additional staff and appropriation for the regulation of the Bail Enforcement Agent Program	0	128,266	128,266	0	114,710	114,710
▶ Maintain the Integrated Justice program	0	82,609	82,609	0	80,609	80,609
▶ Increase general fund support of pre- and post-incarceration professional services	1,200,000	0	1,200,000	1,200,000	0	1,200,000
▶ Support local law enforcement efforts to combat gang activity	1,611,106	0	1,611,106	0	0	0
▶ Fund youth court pilot project	0	100,000	100,000	0	0	0
▶ Increase local probation / local pretrial services capacity	1,150,000	0	1,150,000	1,150,000	0	1,150,000
▶ Provide funding for the Virginia Domestic Violence Victim Fund grant program	0	3,000,000	3,000,000	0	3,000,000	3,000,000
▶ Fund local gang prevention and intervention programs	1,000,000	0	1,000,000	1,000,000	0	1,000,000
Total recommended budget actions	16,490,990	2,633,656	19,124,646	25,554,057	2,518,100	28,072,157
Total recommended funding	237,786,842	53,546,349	291,333,191	246,849,909	53,430,793	300,280,702
Percentage change over fiscal year 2006	7.45%	5.17%	7.03%	11.55%	4.95%	10.31%

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
Position level:						
2006 legislative appropriation	63.50	68.50	132.00	63.50	68.50	132.00
Recommended budget actions	0.00	3.00	3.00	0.00	3.00	3.00
Total recommended positions	63.50	71.50	135.00	63.50	71.50	135.00

DEPARTMENT OF EMERGENCY MANAGEMENT

2006 legislative appropriation	3,620,998	7,716,479	11,337,477	3,620,998	7,716,479	11,337,477
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	27,023	421,721	448,744	27,023	421,721	448,744
▶ Eliminate funding for the Boy Scouts of America National Jamboree	(40,000)	0	(40,000)	(40,000)	0	(40,000)
▶ Annualize funding for Fusion Center and Emergency Operations Center	483,598	0	483,598	483,598	0	483,598
▶ Increase appropriation level for Homeland Security grants	0	30,000,000	30,000,000	0	30,000,000	30,000,000
▶ Establish a radiological emergency preparedness program position	0	50,000	50,000	0	50,000	50,000
▶ Adjust funding for agency expenditures related to cost of basic operations	31,668	0	31,668	33,829	0	33,829
▶ Increase operating funding of the new Emergency Operation Center	348,000	0	348,000	348,000	0	348,000
▶ Provide funding for required rent increases	99,020	0	99,020	101,000	0	101,000
▶ Convert two wage positions to classified and establish one homeland security grant administrator position	18,299	29,748	48,047	19,963	32,452	52,415
Total recommended budget actions	967,608	30,501,469	31,469,077	973,413	30,504,173	31,477,586
Total recommended funding	4,588,606	38,217,948	42,806,554	4,594,411	38,220,652	42,815,063
Percentage change over fiscal year 2006	26.72%	395.28%	277.57%	26.88%	395.31%	277.64%

Position level:

2006 legislative appropriation	35.75	72.25	108.00	35.75	72.25	108.00
Recommended budget actions	2.00	3.00	3.00	2.00	3.00	3.00
Total recommended positions	37.75	75.25	111.00	37.75	75.25	111.00

DEPARTMENT OF FIRE PROGRAMS

2006 legislative appropriation	0	23,802,645	23,802,645	0	23,802,645	23,802,645
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	136,534	136,534	0	136,534	136,534
▶ Increase nongeneral fund appropriation to reflect increases in revenues received in the Fire Programs Fund	0	634,706	634,706	0	634,706	634,706
▶ Add two administrative and office specialists	0	82,628	82,628	0	72,628	72,628
▶ Provide general fund support for fire	12,000,000	0	12,000,000	0	0	0

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
programs						
Total recommended budget actions	12,000,000	853,868	12,853,868	0	843,868	843,868
Total recommended funding	12,000,000	24,656,513	36,656,513	0	24,646,513	24,646,513
Percentage change over fiscal year 2006	N/A	3.59%	54.00%	N/A	3.55%	3.55%
Position level:						
2006 legislative appropriation	0.00	34.00	34.00	0.00	34.00	34.00
Recommended budget actions	0.00	3.00	3.00	0.00	3.00	3.00
Total recommended positions	0.00	37.00	37.00	0.00	37.00	37.00

DEPARTMENT OF FORENSIC SCIENCE

2006 legislative appropriation	27,975,857	0	27,975,857	27,975,857	0	27,975,857
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	1,088,042	0	1,088,042	1,088,042	0	1,088,042
▶ Remove one-time spending for equipment	(99,000)	0	(99,000)	(99,000)	0	(99,000)
▶ Fund Department of Forensic Science positions	235,626	0	235,626	235,626	0	235,626
▶ Increase funding for laboratory maintenance and operating services	200,000	0	200,000	200,000	0	200,000
▶ Adjust funding for agency expenditures related to cost of basic operations	41,673	0	41,673	43,289	0	43,289
▶ Increase scientific and support staffing	645,612	0	645,612	1,550,400	0	1,550,400
▶ Reduce the drug case examination backlog	1,427,000	0	1,427,000	0	0	0
▶ Replace scientific instruments	225,000	0	225,000	225,000	0	225,000
▶ Replace breath alcohol instruments	196,870	0	196,870	196,870	0	196,870
▶ Increase training offered by the Virginia Forensic Science Academy	66,553	0	66,553	66,553	0	66,553
▶ Increase laboratory space in the Central Laboratory	178,500	0	178,500	357,000	0	357,000
▶ Add staffing for the Division of Administration and Finance	297,117	0	297,117	297,117	0	297,117
Total recommended budget actions	4,502,993	0	4,502,993	4,160,897	0	4,160,897
Total recommended funding	32,478,850	0	32,478,850	32,136,754	0	32,136,754
Percentage change over fiscal year 2006	16.10%	N/A	16.10%	14.87%	N/A	14.87%
Position level:						
2006 legislative appropriation	281.00	0.00	281.00	281.00	0.00	281.00
Recommended budget actions	24.00	0.00	0.00	30.00	0.00	0.00
Total recommended positions	305.00	0.00	281.00	311.00	0.00	281.00

DEPARTMENT OF JUVENILE JUSTICE

2006 legislative appropriation	189,766,802	9,374,784	199,141,586	189,766,802	9,374,784	199,141,586
Recommended budget actions:						
▶ Transfer centrally funded amounts to	11,831,074	140,453	11,971,527	11,831,074	140,453	11,971,527

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
agency budgets						
▶ Reduce funding for equipment and furnishings at the Culpeper Juvenile Correctional Center	0	(1,000,000)	(1,000,000)	0	(1,000,000)	(1,000,000)
▶ Adjust federal appropriation	0	(3,347,360)	(3,347,360)	0	(3,347,360)	(3,347,360)
▶ Fund safety management initiative	80,608	0	80,608	73,608	0	73,608
▶ Fund security enhancement projects at three local secure detention facilities	890,899	0	890,899	0	0	0
▶ Adjust funding for agency expenditures related to cost of basic operations	279,028	0	279,028	175,640	0	175,640
▶ Staff and operate additional housing units at Culpeper and Hanover Juvenile Correctional Centers	2,878,008	0	2,878,008	3,564,300	0	3,564,300
▶ Fund the workforce development program at four juvenile correctional centers	770,866	0	770,866	609,623	0	609,623
▶ Replace expiring independent living grant with general fund support	112,500	0	112,500	250,000	0	250,000
▶ Continue the Residential Substance Abuse Treatment Program	135,000	0	135,000	135,000	0	135,000
▶ Increase community substance abuse treatment for juvenile probationers	200,000	0	200,000	200,000	0	200,000
▶ Initiate a pilot reintegration program for juveniles leaving juvenile correctional centers	250,000	0	250,000	250,000	0	250,000
▶ Provide transitional beds for female juvenile offenders	250,000	0	250,000	250,000	0	250,000
▶ Increase community mental health treatment for juveniles	200,000	0	200,000	200,000	0	200,000
Total recommended budget actions	17,877,983	(4,206,907)	13,671,076	17,539,245	(4,206,907)	13,332,338
Total recommended funding	207,644,785	5,167,877	212,812,662	207,306,047	5,167,877	212,473,924
Percentage change over fiscal year 2006	9.42%	(44.87%)	6.87%	9.24%	(44.87%)	6.69%
Position level:						
2006 legislative appropriation	2,397.00	16.00	2,413.00	2,397.00	16.00	2,413.00
Recommended budget actions	89.00	0.00	0.00	89.00	0.00	0.00
Total recommended positions	2,486.00	16.00	2,413.00	2,486.00	16.00	2,413.00

DEPARTMENT OF MILITARY AFFAIRS

2006 legislative appropriation	8,513,205	27,170,407	35,683,612	8,513,205	27,170,407	35,683,612
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	142,366	845,114	987,480	142,366	845,114	987,480
▶ Fund recurring National Guard life insurance payments	350,220	0	350,220	350,220	0	350,220
▶ Adjust funding for agency expenditures related to cost of basic operations	16,387	0	16,387	24,243	0	24,243

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Provide funds to the Virginia National Guard Foundation	500,000	0	500,000	0	0	0
▶ Increase Fort Pickett police force	190,000	0	190,000	155,000	0	155,000
▶ Increase support to Maneuver Training Center billeting operation	0	105,200	105,200	0	105,200	105,200
▶ Increase facility maintenance personnel	0	108,000	108,000	0	108,000	108,000
▶ Fund equipment and training for the Virginia Defense Force	25,000	0	25,000	25,000	0	25,000
▶ Establish Military Family Fund	500,000	0	500,000	0	0	0
Total recommended budget actions	1,723,973	1,058,314	2,782,287	696,829	1,058,314	1,755,143
Total recommended funding	10,237,178	28,228,721	38,465,899	9,210,034	28,228,721	37,438,755
Percentage change over fiscal year 2006	20.25%	3.90%	7.80%	8.19%	3.90%	4.92%
Position level:						
2006 legislative appropriation	43.47	309.03	352.50	43.47	309.03	352.50
Recommended budget actions	3.00	6.00	6.00	3.00	6.00	6.00
Total recommended positions	46.47	315.03	358.50	46.47	315.03	358.50

DEPARTMENT OF STATE POLICE

2006 legislative appropriation	175,924,225	52,262,575	228,186,800	175,924,225	52,262,575	228,186,800
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	11,933,955	1,751,755	13,685,710	11,933,955	1,751,755	13,685,710
▶ Eliminate one-time funding provided for the anti-gang initiative	(360,000)	0	(360,000)	(360,000)	0	(360,000)
▶ Provide the full cost of partially funded items	952,732	0	952,732	952,732	0	952,732
▶ Reflect administrative nongeneral fund increases	0	5,731,301	5,731,301	0	5,731,301	5,731,301
▶ Increase appropriations for Insurance Fraud fund and Help Eliminate Auto Theft fund	0	1,570,700	1,570,700	0	1,570,700	1,570,700
▶ Maximize trooper patrol strength	4,906,440	0	4,906,440	4,906,440	0	4,906,440
▶ Adjust funding for agency expenditures related to cost of basic operations	48,751	0	48,751	134,840	0	134,840
▶ Replace law enforcement automated systems	2,258,852	0	2,258,852	3,548,275	0	3,548,275
▶ Enhance sex offender registry	914,594	0	914,594	0	0	0
Total recommended budget actions	20,655,324	9,053,756	29,709,080	21,116,242	9,053,756	30,169,998
Total recommended funding	196,579,549	61,316,331	257,895,880	197,040,467	61,316,331	258,356,798
Percentage change over fiscal year 2006	11.74%	17.32%	13.02%	12.00%	17.32%	13.22%
Position level:						
2006 legislative appropriation	2,368.00	352.00	2,720.00	2,368.00	352.00	2,720.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	2,368.00	352.00	2,720.00	2,368.00	352.00	2,720.00

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
VIRGINIA PAROLE BOARD						
2006 legislative appropriation	648,359	0	648,359	648,359	0	648,359
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	44,004	0	44,004	44,004	0	44,004
Total recommended budget actions	44,004	0	44,004	44,004	0	44,004
Total recommended funding	692,363	0	692,363	692,363	0	692,363
Percentage change over fiscal year 2006	6.79%	N/A	6.79%	6.79%	N/A	6.79%
Position level:						
2006 legislative appropriation	6.00	0.00	6.00	6.00	0.00	6.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	6.00	0.00	6.00	6.00	0.00	6.00
OFFICE OF PUBLIC SAFETY TOTAL						
Grand total recommended funds	1,651,424,355	728,282,250	2,379,706,605	1,696,828,957	729,526,186	2,426,355,143
Grand total recommended positions	19,552.77	2,146.78	20,426.55	19,582.77	2,146.78	20,426.55



Office of Technology

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF TECHNOLOGY						
2006 legislative appropriation	505,882	48,782	554,664	505,882	48,782	554,664
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	34,252	5,195	39,447	34,252	5,195	39,447
▶ Adjust funding for agency expenditures related to cost of basic operations	2,368	0	2,368	2,782	0	2,782
Total recommended budget actions	36,620	5,195	41,815	37,034	5,195	42,229
Total recommended funding	542,502	53,977	596,479	542,916	53,977	596,893
Percentage change over fiscal year 2006	7.24%	10.65%	7.54%	7.32%	10.65%	7.61%
Position level:						
2006 legislative appropriation	5.00	0.00	5.00	5.00	0.00	5.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	5.00	0.00	5.00	5.00	0.00	5.00
INNOVATIVE TECHNOLOGY AUTHORITY						
2006 legislative appropriation	6,087,085	0	6,087,085	6,087,085	0	6,087,085
Recommended budget actions:						
▶ Adjust funding for agency expenditures related to cost of basic operations	35,904	0	35,904	72,252	0	72,252
▶ Establish a consulting service line to match large-scale consumers with advanced technology companies	1,000,000	0	1,000,000	0	0	0
Total recommended budget actions	1,035,904	0	1,035,904	72,252	0	72,252
Total recommended funding	7,122,989	0	7,122,989	6,159,337	0	6,159,337
Percentage change over fiscal year 2006	17.02%	N/A	17.02%	1.19%	N/A	1.19%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
VIRGINIA INFORMATION TECHNOLOGIES AGENCY						
2006 legislative appropriation	1,241,187	34,360,027	35,601,214	1,241,187	34,360,027	35,601,214
Recommended budget actions:						

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Transfer centrally funded amounts to agency budgets	158,416	13,384	171,800	158,416	13,384	171,800
▶ Remove one-time funding	(504,715)	(200,000)	(704,715)	(504,715)	(200,000)	(704,715)
▶ Adjust nongeneral fund appropriation based on recent experience	0	12,276,000	12,276,000	0	12,276,000	12,276,000
▶ Adjust funding for agency expenditures related to cost of basic operations	1,209	0	1,209	2,407	0	2,407
▶ Maintain the Virginia Base Mapping Program and Emergency-911 Address File	0	300,000	300,000	0	300,000	300,000
▶ Capture technology operating efficiencies	(1,644,000)	0	(1,644,000)	0	0	0
▶ Increase Emergency-911 funds	0	7,495,000	7,495,000	0	8,495,000	8,495,000
▶ Provide appropriation for the Acquisition Services Special Fund	0	2,940,000	2,940,000	0	3,087,000	3,087,000
Total recommended budget actions	(1,989,090)	22,824,384	20,835,294	(343,892)	23,971,384	23,627,492
Total recommended funding	(747,903)	57,184,411	56,436,508	897,295	58,331,411	59,228,706
Percentage change over fiscal year 2006	(160.26%)	66.43%	58.52%	(27.71%)	69.77%	66.37%
Position level:						
2006 legislative appropriation	25.00	1,051.00	1,076.00	25.00	1,051.00	1,076.00
Recommended budget actions	0.00	2.00	2.00	0.00	2.00	2.00
Total recommended positions	25.00	1,053.00	1,078.00	25.00	1,053.00	1,078.00
OFFICE OF TECHNOLOGY TOTAL						
Grand total recommended funds	6,917,588	57,238,388	64,155,976	7,599,548	58,385,388	65,984,936
Grand total recommended positions	30.00	1,053.00	1,083.00	30.00	1,053.00	1,083.00



Office of Transportation

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
SECRETARY OF TRANSPORTATION						
2006 legislative appropriation	0	637,877	637,877	0	637,877	637,877
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	47,623	47,623	0	47,623	47,623
Total recommended budget actions	0	47,623	47,623	0	47,623	47,623
Total recommended funding	0	685,500	685,500	0	685,500	685,500
Percentage change over fiscal year 2006	N/A	7.47%	7.47%	N/A	7.47%	7.47%
Position level:						
2006 legislative appropriation	0.00	6.00	6.00	0.00	6.00	6.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	6.00	6.00	0.00	6.00	6.00
DEPARTMENT OF AVIATION						
2006 legislative appropriation	44,067	26,515,495	26,559,562	44,067	26,515,495	26,559,562
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	174,626	174,626	0	174,626	174,626
▶ Reflect administrative nongeneral fund increases in agency budget	0	630,000	630,000	0	630,000	630,000
▶ Implement aircraft replacement program	0	4,500,000	4,500,000	0	500,000	500,000
Total recommended budget actions	0	5,304,626	5,304,626	0	1,304,626	1,304,626
Total recommended funding	44,067	31,820,121	31,864,188	44,067	27,820,121	27,864,188
Percentage change over fiscal year 2006	0.00%	20.01%	19.97%	0.00%	4.92%	4.91%
Position level:						
2006 legislative appropriation	0.00	32.00	32.00	0.00	32.00	32.00
Recommended budget actions	0.00	1.00	1.00	0.00	1.00	1.00
Total recommended positions	0.00	33.00	33.00	0.00	33.00	33.00
DEPARTMENT OF MOTOR VEHICLES						
2006 legislative appropriation	0	246,041,818	246,041,818	0	246,041,818	246,041,818
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	9,194,863	9,194,863	0	9,194,863	9,194,863
▶ Implement Real ID Act	0	1,491,132	1,491,132	0	254,190	254,190
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	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Redesign and integrate the Citizens Services System	0	1,698,798	1,698,798	0	7,361,399	7,361,399
▶ Implement Traffic Records Electronic Data System	0	1,460,300	1,460,300	0	1,237,000	1,237,000
▶ Implement phases II and III of document imaging	0	566,867	566,867	0	736,901	736,901
▶ Increase appropriation to acquire hauling permit software	0	293,317	293,317	0	291,020	291,020
▶ Implement central issue of drivers licenses	0	540,433	540,433	0	556,646	556,646
Total recommended budget actions	0	15,245,710	15,245,710	0	19,632,019	19,632,019
Total recommended funding	0	261,287,528	261,287,528	0	265,673,837	265,673,837
Percentage change over fiscal year 2006	N/A	6.20%	6.20%	N/A	7.98%	7.98%

Position level:

2006 legislative appropriation	0.00	1,943.00	1,943.00	0.00	1,943.00	1,943.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	1,943.00	1,943.00	0.00	1,943.00	1,943.00

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

2006 legislative appropriation	0	260,898,306	260,898,306	0	260,898,306	260,898,306
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	234,933	234,933	0	234,933	234,933
▶ Appropriate motor vehicle rental taxes for the Rail Enhancement Fund	0	23,700,000	23,700,000	0	24,200,000	24,200,000
▶ Provide additional funding for commuter assistance	0	1,000,000	1,000,000	0	1,000,000	1,000,000
▶ Increase appropriation to reflect local revenues	0	65,250,000	65,250,000	0	158,600,000	158,600,000
▶ Add field auditor position	0	63,375	63,375	0	84,500	84,500
▶ Provide revenue from one-third of insurance premiums	27,500,000	0	27,500,000	29,100,000	0	29,100,000
▶ Fund 2006 transportation initiatives	55,000,000	0	55,000,000	0	0	0
Total recommended budget actions	82,500,000	90,248,308	172,748,308	29,100,000	184,119,433	213,219,433
Total recommended funding	82,500,000	351,146,614	433,646,614	29,100,000	445,017,739	474,117,739
Percentage change over fiscal year 2006	N/A	34.59%	66.21%	N/A	70.57%	81.73%

Position level:

2006 legislative appropriation	0.00	43.00	43.00	0.00	43.00	43.00
Recommended budget actions	0.00	12.00	12.00	0.00	12.00	12.00
Total recommended positions	0.00	55.00	55.00	0.00	55.00	55.00

DEPARTMENT OF TRANSPORTATION

2006 legislative appropriation	185,002,289	3,621,701,256	3,806,703,545	185,002,289	3,621,701,256	3,806,703,545
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	49,995,395	49,995,395	0	49,995,395	49,995,395

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Remove insurance premium revenue	(107,562,000)	0	(107,562,000)	(107,562,000)	0	(107,562,000)
▶ Remove general fund support for FRAN debt service	(37,440,289)	0	(37,440,289)	(37,440,289)	0	(37,440,289)
▶ Transfer funding to the Department of Minority Business Enterprise	0	(272,319)	(272,319)	0	(272,319)	(272,319)
▶ Remove non-VDOT 2005 transportation initiative funding from base budget	0	(92,428,733)	(92,428,733)	0	(92,428,733)	(92,428,733)
▶ Provide revenue from one-third of insurance premiums	111,300,000	0	111,300,000	117,600,000	0	117,600,000
▶ Fund 2006 transportation initiatives	284,000,000	0	284,000,000	0	0	0
Total recommended budget actions	250,297,711	(42,705,657)	207,592,054	(27,402,289)	(42,705,657)	(70,107,946)
Total recommended funding	435,300,000	3,578,995,599	4,014,295,599	157,600,000	3,578,995,599	3,736,595,599
Percentage change over fiscal year 2006	135.29%	(1.18%)	5.45%	(14.81%)	(1.18%)	(1.84%)
Position level:						
2006 legislative appropriation	0.00	10,322.00	10,322.00	0.00	10,322.00	10,322.00
Recommended budget actions	0.00	(377.00)	(377.00)	0.00	(377.00)	(377.00)
Total recommended positions	0.00	9,945.00	9,945.00	0.00	9,945.00	9,945.00

MOTOR VEHICLE DEALER BOARD

2006 legislative appropriation	0	1,826,200	1,826,200	0	1,826,200	1,826,200
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	111,389	111,389	0	111,389	111,389
Total recommended budget actions	0	111,389	111,389	0	111,389	111,389
Total recommended funding	0	1,937,589	1,937,589	0	1,937,589	1,937,589
Percentage change over fiscal year 2006	N/A	6.10%	6.10%	N/A	6.10%	6.10%
Position level:						
2006 legislative appropriation	0.00	22.00	22.00	0.00	22.00	22.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	22.00	22.00	0.00	22.00	22.00

VIRGINIA PORT AUTHORITY

2006 legislative appropriation	0	65,291,206	65,291,206	0	65,291,206	65,291,206
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	619,993	619,993	0	619,993	619,993
▶ Increase Commonwealth Port Fund debt service	0	939,942	939,942	0	625,008	625,008
▶ Increase funding for port security	0	684,303	684,303	0	800,000	800,000
▶ Increase pension contribution for Virginia Port Authority defined benefit plan	0	300,000	300,000	0	400,000	400,000
▶ Increase contractual services, supplies, and continuous services	0	136,956	136,956	0	147,354	147,354
▶ Provide additional payment-in-lieu-of-tax fee appropriation	0	50,000	50,000	0	100,000	100,000

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Increase employee benefit appropriation	0	0	0	0	182,918	182,918
▶ Add six new security positions	0	300,000	300,000	0	350,000	350,000
▶ Increase appropriation for operational maintenance	0	1,359,657	1,359,657	0	1,359,657	1,359,657
▶ Establish presence in India	0	50,000	50,000	0	50,000	50,000
▶ Add one new administrative staff position	0	50,000	50,000	0	52,500	52,500
▶ Increase aid to local ports	0	220,000	220,000	0	220,000	220,000
▶ Host the 2007 American Association of Port Authorities Convention	0	700,000	700,000	0	800,000	800,000
▶ Increase special fund debt service for Terminal Revenue Bond	0	6,536,044	6,536,044	0	6,532,095	6,532,095
▶ Increase special fund debt service for master equipment leases	0	559,215	559,215	0	1,399,215	1,399,215
▶ Provide security at APM Terminal in Portsmouth	0	150,000	150,000	0	845,000	845,000
Total recommended budget actions	0	12,656,110	12,656,110	0	14,483,740	14,483,740
Total recommended funding	0	77,947,316	77,947,316	0	79,774,946	79,774,946
Percentage change over fiscal year 2006	N/A	19.38%	19.38%	N/A	22.18%	22.18%
Position level:						
2006 legislative appropriation	0.00	145.00	145.00	0.00	145.00	145.00
Recommended budget actions	0.00	22.00	22.00	0.00	22.00	22.00
Total recommended positions	0.00	167.00	167.00	0.00	167.00	167.00
OFFICE OF TRANSPORTATION TOTAL						
Grand total recommended funds	517,844,067	4,303,820,267	4,821,664,334	186,744,067	4,399,905,331	4,586,649,398
Grand total recommended positions	0.00	12,171.00	12,171.00	0.00	12,171.00	12,171.00



Central Appropriations

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
CENTRAL APPROPRIATIONS						
2006 legislative appropriation	965,446,324	76,662,113	1,042,108,437	965,446,324	76,662,113	1,042,108,437
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	(202,831,603)	0	(202,831,603)	(202,831,603)	0	(202,831,603)
▶ Remove one-time spending amounts from agency budget	(17,910,130)	0	(17,910,130)	(17,910,130)	0	(17,910,130)
▶ Bring car tax funding up to the \$950 million cap	207,610,768	0	207,610,768	207,610,768	0	207,610,768
▶ Continue funding for the Governor's Development Opportunity Fund	12,000,000	0	12,000,000	(9,000,000)	0	(9,000,000)
▶ Transfer funding to agency budgets	(5,275,528)	0	(5,275,528)	(5,275,528)	0	(5,275,528)
▶ Remove one-time savings amounts from agency budget	15,710,169	0	15,710,169	15,710,169	0	15,710,169
▶ Transfer funding for the Council on Virginia's Future to the Department of Planning and Budget	(500,000)	0	(500,000)	(500,000)	0	(500,000)
▶ Adjust financial assistance from Tobacco Settlement for revised estimates	0	(29,690,139)	(29,690,139)	0	(26,749,677)	(26,749,677)
▶ Provide a salary increase for state employees	34,043,316	0	34,043,316	62,849,209	0	62,849,209
▶ Provide pay practice funding for state agencies	5,673,883	0	5,673,883	10,474,848	0	10,474,848
▶ Provide a salary increase for state supported local employees	14,834,323	0	14,834,323	25,430,272	0	25,430,272
▶ Provide for the increased cost of state employee health insurance	34,808,234	0	34,808,234	36,321,635	0	36,321,635
▶ Provide for the increased cost of state employee retirement contributions	21,142,477	0	21,142,477	22,061,706	0	22,061,706
▶ Provide for the increased cost of state employee group life contributions	8,361,100	0	8,361,100	8,724,620	0	8,724,620
▶ Provide for the increased cost of state employee retiree health credit contributions	3,384,251	0	3,384,251	3,531,403	0	3,531,403
▶ Provide for increased disability contribution rates	2,587,942	0	2,587,942	2,700,495	0	2,700,495
▶ Provide for additional legal defense contingency funding	50,000	0	50,000	50,000	0	50,000

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
▶ Provide funding for semiconductor manufacturing performance grants	14,220,000	0	14,220,000	22,970,000	0	22,970,000
▶ Provide funding for Virginia Investment Partnership grants	425,000	0	425,000	1,145,000	0	1,145,000
▶ Provide funding for semiconductor manufacturing education grants	3,000,000	0	3,000,000	2,000,000	0	2,000,000
▶ Provide funding for the public-private venture to improve government processes	18,086,472	0	18,086,472	9,048,621	0	9,048,621
▶ Continue government re-engineering efforts	3,500,000	0	3,500,000	0	0	0
▶ Provide funding in response to federal base closing recommendations	15,000,000	0	15,000,000	15,000,000	0	15,000,000
▶ Provide funding for the Governor's Motion Picture Opportunity Fund	600,000	0	600,000	0	0	0
▶ Provide funding for the Minority Political Leadership Institute	100,000	0	100,000	100,000	0	100,000
▶ Update Virginia's aerial photography and maintain the Emergency-911 address file	1,975,000	0	1,975,000	485,000	0	485,000
Total recommended budget actions	190,595,674	(29,690,139)	160,905,535	210,696,485	(26,749,677)	183,946,808
Total recommended funding	1,156,041,998	46,971,974	1,203,013,972	1,176,142,809	49,912,436	1,226,055,245
Percentage change over fiscal year 2006	19.74%	(38.73%)	15.44%	21.82%	(34.89%)	17.65%
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
CENTRAL APPROPRIATIONS TOTAL						
Grand total recommended funds	1,156,041,998	46,971,974	1,203,013,972	1,176,142,809	49,912,436	1,226,055,245
Grand total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00



Independent Agencies

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
STATE CORPORATION COMMISSION						
2006 legislative appropriation	0	92,671,801	92,671,801	0	92,671,801	92,671,801
Recommended budget actions:						
▶ Remove one-time funding	0	(4,597,449)	(4,597,449)	0	(4,597,449)	(4,597,449)
▶ Assume administrative responsibilities for CapTel service costs	0	1,499,789	1,499,789	0	2,193,799	2,193,799
Total recommended budget actions	0	(3,097,660)	(3,097,660)	0	(2,403,650)	(2,403,650)
Total recommended funding	0	89,574,141	89,574,141	0	90,268,151	90,268,151
Percentage change over fiscal year 2006	N/A	(3.34%)	(3.34%)	N/A	(2.59%)	(2.59%)
Position level:						
2006 legislative appropriation	0.00	653.00	653.00	0.00	653.00	653.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	653.00	653.00	0.00	653.00	653.00
STATE LOTTERY DEPARTMENT						
2006 legislative appropriation	0	76,337,975	76,337,975	0	76,337,975	76,337,975
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	1,609,634	1,609,634	0	1,609,634	1,609,634
Total recommended budget actions	0	1,609,634	1,609,634	0	1,609,634	1,609,634
Total recommended funding	0	77,947,609	77,947,609	0	77,947,609	77,947,609
Percentage change over fiscal year 2006	N/A	2.11%	2.11%	N/A	2.11%	2.11%
Position level:						
2006 legislative appropriation	0.00	309.00	309.00	0.00	309.00	309.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	309.00	309.00	0.00	309.00	309.00
VIRGINIA COLLEGE SAVINGS PLAN						
2006 legislative appropriation	0	3,899,222	3,899,222	0	3,899,222	3,899,222
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	210,370	210,370	0	210,370	210,370
▶ Provide appropriation for sum sufficient estimates in base budget	0	55,293,945	55,293,945	0	55,293,945	55,293,945
▶ Adjust sum sufficient appropriation	0	30,000,000	30,000,000	0	45,000,000	45,000,000

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
for increased payment of higher education expenses						
▶ Adjust sum sufficient appropriation for increased growth of Virginia Prepaid Education Program expenses	0	218,835	218,835	0	307,335	307,335
▶ Adjust sum sufficient appropriation for increased growth of Virginia Education Savings Trust	0	254,562	254,562	0	664,990	664,990
▶ Adjust sum sufficient appropriation for increased cost of the systems development services	0	101,653	101,653	0	101,653	101,653
Total recommended budget actions	0	86,079,365	86,079,365	0	101,578,293	101,578,293
Total recommended funding	0	89,978,587	89,978,587	0	105,477,515	105,477,515
Percentage change over fiscal year 2006	N/A	2,207.60%	2,207.60%	N/A	2,605.09%	2,605.09%
Position level:						
2006 legislative appropriation	0.00	50.00	50.00	0.00	50.00	50.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	50.00	50.00	0.00	50.00	50.00

VIRGINIA RETIREMENT SYSTEM

2006 legislative appropriation	78,000	33,304,775	33,382,775	78,000	33,304,775	33,382,775
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	1,308,184	1,308,184	0	1,308,184	1,308,184
▶ Provide funding for the investment professional's incentive pay plan	0	1,088,823	1,088,823	0	1,088,823	1,088,823
▶ Provide for workload increases in the administration of benefits and retirement programs	0	1,604,154	1,604,154	0	1,591,489	1,591,489
▶ Provide for workload increases in the investment of Retirement System funds	0	1,137,900	1,137,900	0	1,077,900	1,077,900
▶ Provide for the data needs of the Investment Department	0	492,640	492,640	0	488,640	488,640
Total recommended budget actions	0	5,631,701	5,631,701	0	5,555,036	5,555,036
Total recommended funding	78,000	38,936,476	39,014,476	78,000	38,859,811	38,937,811
Percentage change over fiscal year 2006	0.00%	16.91%	16.87%	0.00%	16.68%	16.64%
Position level:						
2006 legislative appropriation	0.00	261.00	261.00	0.00	261.00	261.00
Recommended budget actions	0.00	20.00	20.00	0.00	20.00	20.00
Total recommended positions	0.00	281.00	281.00	0.00	281.00	281.00

VIRGINIA WORKERS' COMPENSATION COMMISSION

2006 legislative appropriation	0	20,324,760	20,324,760	0	20,324,760	20,324,760
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	0	959,114	959,114	0	959,114	959,114
▶ Increase nongeneral fund	0	2,734,000	2,734,000	0	2,734,000	2,734,000

	Fiscal Year 2007			Fiscal Year 2008		
	GF	NGF	All Funds	GF	NGF	All Funds
appropriation						
▶ Provide additional attorney services	0	767,818	767,818	0	767,818	767,818
Total recommended budget actions	0	4,460,932	4,460,932	0	4,460,932	4,460,932
Total recommended funding	0	24,785,692	24,785,692	0	24,785,692	24,785,692
Percentage change over fiscal year 2006	N/A	21.95%	21.95%	N/A	21.95%	21.95%
Position level:						
2006 legislative appropriation	0.00	189.00	189.00	0.00	189.00	189.00
Recommended budget actions	0.00	17.00	17.00	0.00	17.00	17.00
Total recommended positions	0.00	206.00	206.00	0.00	206.00	206.00
VIRGINIA OFFICE FOR PROTECTION AND ADVOCACY						
2006 legislative appropriation	216,247	2,527,407	2,743,654	216,247	2,527,407	2,743,654
Recommended budget actions:						
▶ Transfer centrally funded amounts to agency budgets	12,538	127,711	140,249	12,538	127,711	140,249
Total recommended budget actions	12,538	127,711	140,249	12,538	127,711	140,249
Total recommended funding	228,785	2,655,118	2,883,903	228,785	2,655,118	2,883,903
Percentage change over fiscal year 2006	5.80%	5.05%	5.11%	5.80%	5.05%	5.11%
Position level:						
2006 legislative appropriation	1.88	33.12	35.00	1.88	33.12	35.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	1.88	33.12	35.00	1.88	33.12	35.00
INDEPENDENT AGENCIES TOTAL						
Grand total recommended funds	306,785	323,877,623	324,184,408	306,785	339,993,896	340,300,681
Grand total recommended positions	1.88	1,532.12	1,534.00	1.88	1,532.12	1,534.00



Nonstate Entities

	<i>Fiscal Year 2007</i>			<i>Fiscal Year 2008</i>		
	GF	NGF	All Funds	GF	NGF	All Funds
STATE GRANTS TO NONSTATE ENTITIES-NONSTATE AGENCIES						
2006 legislative appropriation	34,119,749	0	34,119,749	34,119,749	0	34,119,749
Recommended budget actions:						
▶ Eliminate one-time funding for nonstate agencies and historical entities	(34,119,749)	0	(34,119,749)	(34,119,749)	0	(34,119,749)
▶ Fund nonstate and historical entities	19,210,000	0	19,210,000	600,000	0	600,000
Total recommended budget actions	(14,909,749)	0	(14,909,749)	(33,519,749)	0	(33,519,749)
Total recommended funding	19,210,000	0	19,210,000	600,000	0	600,000
Percentage change over fiscal year 2006	(43.70%)	N/A	(43.70%)	(98.24%)	N/A	(98.24%)
Position level:						
2006 legislative appropriation	0.00	0.00	0.00	0.00	0.00	0.00
Recommended budget actions	0.00	0.00	0.00	0.00	0.00	0.00
Total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00
NONSTATE ENTITIES TOTAL						
Grand total recommended funds	19,210,000	0	19,210,000	600,000	0	600,000
Grand total recommended positions	0.00	0.00	0.00	0.00	0.00	0.00



Capital Projects

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
OFFICE OF ADMINISTRATION					
Department of General Services					
Construct education wing of Virginia War Memorial	500,000	2,000,000	0		2,500,000
Provide furnishings for Washington Building	4,817,000	0	0		4,817,000
Replace plaza deck at James Monroe Building	4,875,000	0	0		4,875,000
Renovate Morson Row	2,178,000	0	0		2,178,000
Energy efficiency projects for Capitol complex	1,690,000	0	0		1,690,000
Restore the Bell Tower	394,000	0	0		394,000
Purchase leasehold interest in Old City Hall Building	5,640,000	0	0		5,640,000
Agency Total	20,094,000	2,000,000	0		22,094,000
Department of Veterans Services					
Provide funds for planning of Southwest Virginia veterans' cemetery	25,000	0	0		25,000
Provide funding for Sitter-Barfoot Veterans Care Center cost overruns	3,220,000	0	0		3,220,000
Agency Total	3,245,000	0	0		3,245,000
Office of Administration Total	23,339,000	2,000,000	0		25,339,000
OFFICE OF AGRICULTURE AND FORESTRY					
Department of Agriculture and Consumer Services					
Construct Eastern Shore marketing and inspection office	868,000	0	0		868,000
Construct Harrisonburg laboratory and office	758,000	0	0		758,000
Construct Eastern Shore seafood processing facility	5,585,000	0	0		5,585,000
Agency Total	7,211,000	0	0		7,211,000
Department of Forestry					
Acquire Bromley Mountain tract	2,400,000	1,200,000	0		3,600,000
Acquire "Big Woods" tract	7,358,000	0	0		7,358,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Address unanticipated cost increases in construction of Abingdon Mechanic Shop and Cold Storage facility	176,000	0	0		176,000
Address unanticipated cost increases in construction of the area office for Grayson and Carroll counties	200,000	0	0		200,000
Acquire forest land	0	230,000	0		230,000
Agency Total	10,134,000	1,430,000	0		11,564,000
Office of Agriculture and Forestry Total	17,345,000	1,430,000	0		18,775,000
OFFICE OF EDUCATION					
Christopher Newport University					
Construct New Academic Building	15,389,000	0	0		15,389,000
Expand Athletic Facilities II	0	0	8,300,000	9d	8,300,000
Expand Freeman Center Gymnasium	0	0	7,500,000	9d	7,500,000
Renovate and construct addition to Gosnold Hall	2,315,000	0	0		2,315,000
Construct Residence Hall V	0	0	25,000,000	9c	25,000,000
Agency Total	17,704,000	0	40,800,000		58,504,000
The College Of William And Mary In Virginia					
Renovate dormitories	0	0	5,000,000	9c	5,000,000
Renovate and expand student health center to include the counseling center	0	900,000	0		900,000
Construct ensemble rehearsal facility	0	11,380,000	0		11,380,000
Construct Integrated Science Center	0	0	3,000,000	9d	3,000,000
Construct School of Business building	0	5,000,000	10,000,000	9d	15,000,000
Renovate power plant and make utility improvements	8,272,000	0	5,364,000	9d	13,636,000
Expand Small Hall	6,979,000	0	0		6,979,000
Acquire property	0	1,000,000	0		1,000,000
Acquire Williamsburg Community Hospital	6,000,000	2,500,000	0		8,500,000
Renovate Office of Undergraduate Admissions	0	400,000	0		400,000
Construct new dormitory	0	0	2,000,000	9d	2,000,000
Agency Total	21,251,000	21,180,000	25,364,000		67,795,000
Richard Bland College					
Renovate and expand art building and library	700,000	0	0		700,000
Construct elevated water tank for fire suppression	1,500,000	0	0		1,500,000
Renovate and expand Pecan Grove Hall	300,000	0	0		300,000
Agency Total	2,500,000	0	0		2,500,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Virginia Institute of Marine Science					
Acquire additional property for the Chesapeake Bay National Estuarine Research Reserve Program	0	250,000	0		250,000
Construct marine research building complex	6,000,000	0	0		6,000,000
Replace the Eastern Shore Seawater Laboratory	3,433,000	0	0		3,433,000
Agency Total	9,433,000	250,000	0		9,683,000
George Mason University					
Construct housing VII and entrance road realignment	0	0	56,005,000	Combination	56,005,000
Construct physical education addition, phase II	0	0	8,206,000	9d	8,206,000
Construct Patriot Center addition, phase II	0	0	5,151,000	9d	5,151,000
Renovate student union building II	0	0	4,009,000	9d	4,009,000
Construct academic VI and research II facility	25,045,000	10,000,000	15,318,000	9d	50,363,000
Construct fieldhouse addition	0	0	5,415,000	9d	5,415,000
Construct Addition to Krasnow Institute	0	0	500,000	9d	500,000
Construct Academic V facility	3,630,000	0	0		3,630,000
Renovate Thompson, West, and Pohick	4,253,000	0	0		4,253,000
Construct biocontainment laboratory	2,500,000	25,000,000	15,000,000	9d	42,500,000
Construct and improve softball field complex	0	2,022,000	0		2,022,000
Agency Total	35,428,000	37,022,000	109,604,000		182,054,000
James Madison University					
Renovate Bluestone Hall, phase IV	0	0	23,909,000	9c	23,909,000
Construct new residence hall	0	0	34,284,000	9c	34,284,000
Renovate Miller Hall	2,341,000	0	0		2,341,000
Provide appropriation for nongeneral fund maintenance reserve projects	0	2,904,000	0		2,904,000
Acquire Rockingham Memorial Hospital, phase II	24,000,000	0	0		24,000,000
Renovate and expand Bridgeforth Stadium	0	0	10,000,000	9d	10,000,000
Agency Total	26,341,000	2,904,000	68,193,000		97,438,000
Longwood University					
Renovate Jarman Hall	1,535,000	0	0		1,535,000
Renovate Bedford Hall	7,962,000	0	0		7,962,000
Modernize heating plant, phase II	1,222,000	0	815,000	9d	2,037,000
Construct Bedford Wygal Connector	3,664,000	0	0		3,664,000
Renovate student housing	0	0	2,625,000	9c	2,625,000
Renovate lacrosse and soccer complex	0	0	1,265,000	9d	1,265,000
Upgrade heating plant, phase III	6,235,000	0	5,102,000	9d	11,337,000
Construct addition to Willett Hall	140,000	0	0		140,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Renovation of athletic offices and support facilities	0	0	11,961,000	9d	11,961,000
Renovate baseball and softball fields	0	0	2,558,000	9d	2,558,000
Construct fitness center/field house	0	0	3,981,000	9d	3,981,000
Improve storm water retention structure	188,000	0	0		188,000
Renovate Stubbs Hall	0	0	13,878,000	9c	13,878,000
Construct addition and renovation to Lankford Hall	0	0	11,475,000	9d	11,475,000
Construct recreation facilities	0	0	1,829,000	9d	1,829,000
Renovate Cox Hall	0	0	12,893,000	9c	12,893,000
Renovate Blackwell Hall and Bookstore	0	0	963,000	9d	963,000
Renovate Lancer Gymnasium and Willet Hall	0	0	413,000	9d	413,000
Agency Total	20,946,000	0	69,758,000		90,704,000
Norfolk State University					
Provide funding for maintenance reserve	8,646,000	0	0		8,646,000
Renovate Norfolk Community Hospital	1,500,000	0	0		1,500,000
Renovate Robinson Technology Building	1,800,000	0	0		1,800,000
Construct a multi-story parking structure	0	14,462,000	0		14,462,000
Renovate Lyman Beecher Brooks Library	15,787,000	0	0		15,787,000
Renovate Police and Public Safety Building	1,000,000	0	0		1,000,000
Construct RISE Center	3,000,000	0	0		3,000,000
Agency Total	31,733,000	14,462,000	0		46,195,000
Old Dominion University					
Construct residence hall, phase II	0	0	28,931,000	9c	28,931,000
Improve campus infrastructure	1,590,000	0	0		1,590,000
Construct addition to the child study center	0	3,984,000	0		3,984,000
Construct Tri-Cities Higher Education Center	1,411,000	0	0		1,411,000
Demolish buildings on 48th and 49th Streets	574,000	0	0		574,000
Construct performing arts and fine arts building, phase II	20,211,000	7,000,000	0		27,211,000
Improve storm water management	1,500,000	0	0		1,500,000
Relocate and expand athletic facilities	0	0	741,000	9d	741,000
Renovate and construct an addition to the Health and Physical Education Building	0	0	6,230,000	9d	6,230,000
Construct a quad parking structure	0	0	8,816,000	9d	8,816,000
Construct indoor tennis center	0	0	3,772,000	9d	3,772,000
Renovate Batten Arts and Letters	1,775,000	0	0		1,775,000
Construct physical science building, phase II	774,000	0	0		774,000
Renovate student housing, phase I	0	0	2,000,000	9c	2,000,000
Acquire additional property	0	1,970,000	0		1,970,000
Construct parking facility on 49th Street	0	0	14,609,000	9d	14,609,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Agency Total	27,835,000	12,954,000	65,099,000		105,888,000
Radford University					
Acquire 921 Fairfax Street property	0	1,300,000	0		1,300,000
Renovate Heth Hall	0	5,000,000	0		5,000,000
Construct Fine Arts Center	650,000	0	0		650,000
Renovate Powell Hall	5,948,000	0	0		5,948,000
Renovate Whitt Hall	4,545,000	0	0		4,545,000
Renovate Young Hall	1,000,000	0	0		1,000,000
Renovate Residence Halls	0	600,000	0		600,000
Agency Total	12,143,000	6,900,000	0		19,043,000
University of Mary Washington					
Provide supplement for renovation of Monroe Hall	8,506,000	0	0		8,506,000
Renovate Melchers Museum	640,000	0	0		640,000
Renovate James Monroe Museum	1,867,000	0	0		1,867,000
Provide supplement for construction of the second building on the Stafford Campus	2,500,000	0	0		2,500,000
Provide funds for mold remediation in George Washington Hall	1,500,000	0	0		1,500,000
Agency Total	15,013,000	0	0		15,013,000
University Of Virginia					
Upgrade main heating plant for environmental compliance	19,736,000	0	5,164,000	9d	24,900,000
Restore Birdwood Estate	0	9,600,000	0		9,600,000
Construct medical education building	0	9,300,000	0		9,300,000
Renovate and improve auxiliary facilities	0	3,000,000	0		3,000,000
Renovate and improve academic and research facilities	0	14,000,000	0		14,000,000
Renovate McCue Center	0	1,600,000	0		1,600,000
Renovate Jordan Hall laboratories	0	8,662,000	0		8,662,000
Renovate Jordan Hall heating, ventilation, and air conditioning system	0	19,600,000	0		19,600,000
Upgrade Cavalier Substation	900,000	0	0		900,000
Renovate School of Medicine research laboratories	0	8,000,000	0		8,000,000
Agency Total	20,636,000	73,762,000	5,164,000		99,562,000
University Of Virginia Medical Center					
Construct medical office building	0	0	20,000,000	9d	20,000,000
Expand hospital beds	0	18,000,000	60,000,000	9d	78,000,000
Renovate medical center facilities	0	20,000,000	0		20,000,000
Construct clinical cancer center	25,000,000	0	0		25,000,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Construct children's medical center	0	0	4,000,000	9d	4,000,000
Construct musculoskeletal outpatient addition	0	3,000,000	0		3,000,000
Consolidate psychiatric beds and relocate General Clinical Research Center	0	25,730,000	0		25,730,000
Agency Total	25,000,000	66,730,000	84,000,000		175,730,000
University of Virginia's College at Wise					
Renovate and construct addition to drama building	0	4,000,000	0		4,000,000
Renovate Smiddy Hall and relocate Information Technology Building	9,117,000	0	0		9,117,000
Construct new dining facility	0	0	7,000,000	9d	7,000,000
Construct student residence hall, phase III	0	0	8,000,000	9d	8,000,000
Agency Total	9,117,000	4,000,000	15,000,000		28,117,000
Virginia Commonwealth University					
Renovate Sanger Hall, 7th floor	0	2,700,000	0		2,700,000
Renovate music center	750,000	0	0		750,000
Renovate Franklin Terrace	136,000	0	0		136,000
Renovate Theatre Row	5,400,000	0	0		5,400,000
Construct School of Engineering, Phase II	3,032,000	0	0		3,032,000
Renovate Hibbs Building	139,000	0	0		139,000
Construct Medical Sciences Building, Phase II	12,377,000	0	5,359,000	9d	17,736,000
Renovate old business building	18,997,000	0	0		18,997,000
Construct Rice Center development, Phases II and III	0	4,500,000	0		4,500,000
Construct Monroe Park campus parking and housing facility	0	0	19,429,000	9d	19,429,000
Construct Monroe Park and Medical College of Virginia Campus recreation facilities	0	0	57,523,000	9d	57,523,000
Construct new School of Nursing	290,000	0	0		290,000
Construct tennis center complex	0	3,000,000	0		3,000,000
Renovate Sanger Research Laboratory, Phase I	750,000	0	0		750,000
Construct Massey Cancer Center addition	6,000,000	0	0		6,000,000
Agency Total	47,871,000	10,200,000	82,311,000		140,382,000
Virginia Community College System					
Replace Anderson Hall at Virginia Western Community College	15,839,000	347,000	0		16,186,000
Acquire Hampton III Building for Thomas Nelson Community College	6,553,000	707,000	0		7,260,000
Renovate instructional labs at New River Community College	1,489,000	0	0		1,489,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Construct a student services building on the Christanna Campus of Southside Virginia Community College	8,686,000	260,000	0		8,946,000
Construct welcome center, visitor entrance and parking on the Hampton Campus of Thomas Nelson Community College	0	2,660,000	0		2,660,000
Construct student center on the Portsmouth Campus of Tidewater Community College	0	0	14,090,000	9d	14,090,000
Renovate Burnette Hall on the Parham Road Campus of J. Sargeant Reynolds Community College	9,402,000	224,000	0		9,626,000
Construct road to maintenance building at Southwest Virginia Community College	0	406,000	0		406,000
Renovate instructional and student center building at Virginia Highlands Community College	1,115,000	0	0		1,115,000
Construct roadway and parking lot on the Midlothian Campus of John Tyler Community College	0	2,704,000	0		2,704,000
Construct a second entrance to the Chester Campus of John Tyler Community College	0	659,000	0		659,000
Construct student center at Danville Community College	0	1,455,000	0		1,455,000
Reconfigure south roadway at Blue Ridge Community College	0	339,000	0		339,000
Construct health technology and science building at Patrick Henry Community College	0	18,426,000	0		18,426,000
Renovate the Hobbs Suffolk Campus building at Paul D. Camp Community College	483,000	0	0		483,000
Construct bulkhead and footbridge for pond on the Virginia Beach Campus of Tidewater Community College	0	1,057,000	0		1,057,000
Provide equipment for the Workforce Training and Technology Center at J. Sargeant Reynolds Community College	200,000	0	0		200,000
Provide equipment for the instructional labs at John Tyler Community College	566,000	0	0		566,000
Provide equipment for the science and technology building at Piedmont Virginia Community College	851,000	0	0		851,000
Provide funds for construction of workforce services development center at Lord Fairfax Community College	675,000	0	0		675,000
Provide equipment for the learning resources building at Southwest Virginia Community College	975,000	0	0		975,000
Provide equipment for the new science building on the Virginia Beach Campus of Tidewater Community College	5,888,000	0	0		5,888,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Provide supplement for relocation of the Portsmouth Campus of Tidewater Community College	0	4,000,000	0		4,000,000
Provide equipment for phase I, II, and III buildings on the Alexandria Campus of Northern Virginia Community College	1,750,000	0	0		1,750,000
Provide equipment for West Hall and the learning resource center at Patrick Henry Community College	300,000	0	0		300,000
Construct information technology building at Blue Ridge Community College	6,945,000	264,000	0		7,209,000
Provide equipment for phase IV building on the Parham Road Campus of J. Sargeant Reynolds Community College	2,100,000	0	0		2,100,000
Provide supplemental funding for previously authorized capital projects	59,158,000	0	0		59,158,000
Construct phase VI academic building on the Annandale Campus of Northern Virginia Community College	27,397,000	1,932,000	0		29,329,000
Provide equipment for the Regional Automotive Technology Center on the Chesapeake Campus of Tidewater Community College	1,200,000	0	0		1,200,000
Construct phase II building on the Midlothian Campus of John Tyler Community College	18,910,000	2,283,000	0		21,193,000
Provide equipment for Galax Hall at Wytheville Community College	278,000	0	0		278,000
Repair or replace mechanical and electrical systems, various campuses	11,637,000	50,000	0		11,687,000
Provide equipment for the new science building at Blue Ridge Community College	240,000	0	0		240,000
Provide supplement for construction of the William F. Snyder Auditorium at Wytheville Community College	0	93,000	0		93,000
Provide equipment for Webber Hall at Virginia Western Community College	1,712,000	0	0		1,712,000
Construct Phase III Building on the Loudoun Campus of Northern Virginia Community College	27,619,000	3,546,000	0		31,165,000
Construct second access road at Mountain Empire Community College	0	1,859,000	0		1,859,000
Construct the first phase of a regional health professions center on the Virginia Beach Campus of Tidewater Community College	19,404,000	1,956,000	0		21,360,000
Provide equipment for the Business Development and Workforce Training Center at Eastern Shore Community College	400,000	0	0		400,000
Improve handicap accessibility in the main building at Piedmont Virginia Community College	150,000	0	0		150,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Agency Total	231,922,000	45,227,000	14,090,000		291,239,000
Virginia Military Institute					
Provide supplement for renovation of Mallory Hall	2,945,000	0	0		2,945,000
Expand barracks	13,827,000	0	0		13,827,000
Construct North Post Leadership Facility	3,179,000	0	0		3,179,000
Renovate barracks	1,200,000	0	0		1,200,000
Agency Total	21,151,000	0	0		21,151,000
Virginia Polytechnic Institute and State University					
Improve residence and dining halls	0	0	10,000,000	9c	10,000,000
Provide equipment funding for new vivarium building	2,250,000	0	0		2,250,000
Provide supplement for the Institute for Critical Technology and Applied Science, Phase I	4,000,000	0	0		4,000,000
Construct building construction laboratory	750,000	0	0		750,000
Provide supplement to upgrade campus heating plant	17,250,000	0	11,500,000	9d	28,750,000
Construct administrative services building	0	0	12,000,000	9d	12,000,000
Construct additional recreation, counseling, and clinical space	0	0	13,000,000	9d	13,000,000
Construct new visitor and admissions center	0	0	5,250,000	9d	5,250,000
Construct Institute for Critical Technology and Applied Science, Phase II	13,519,000	0	17,500,000	9d	31,019,000
Construct infectious disease research facility	3,137,000	4,000,000	0		7,137,000
Construct indoor athletic training facility	0	0	25,000,000	9d	25,000,000
Renovate liberal arts building	5,357,000	0	0		5,357,000
Provide equipment funding for construction of the fine arts center and renovation of Henderson Hall	3,875,000	0	0		3,875,000
Agency Total	50,138,000	4,000,000	94,250,000		148,388,000
Virginia State University					
Construct Demonstration Pavilion Annex	0	1,199,000	0		1,199,000
Provide funding for maintenance reserve	7,338,000	0	0		7,338,000
Construct residence halls	0	0	17,461,000	9c	17,461,000
Improve handicapped access	716,000	0	0		716,000
Renovate Howard Hall	0	0	7,620,000	9c	7,620,000
Renovate Hunter McDaniel Hall	750,000	0	0		750,000
Acquire Ettrick property extension	0	1,003,000	0		1,003,000
Construct new dining hall	0	0	4,501,000	9c	4,501,000
Renovate Lindsay-Montague Hall	0	2,501,000	0		2,501,000
Increase nongeneral fund appropriation for maintenance reserve projects	0	2,160,000	0		2,160,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Fund Gandy Hall equipment	689,000	0	0		689,000
Renovate heating plant	4,785,000	0	0		4,785,000
Renovate Singleton Hall	7,959,000	0	0		7,959,000
Construct student village 240 bed residence hall	0	0	3,648,000	9c	3,648,000
Agency Total	22,237,000	6,863,000	33,230,000		62,330,000
Frontier Culture Museum Of Virginia					
Improve museum farm sites	484,000	0	0		484,000
Construct and restore maintenance building	306,000	0	0		306,000
Upgrade 18th Century Bowman House	300,000	40,000	0		340,000
Relocate American Farm	426,000	0	0		426,000
Construct West African Farm	426,000	0	0		426,000
Agency Total	1,942,000	40,000	0		1,982,000
Gunston Hall					
Provide supplement for additions to Ann Mason Building	79,000	0	0		79,000
Agency Total	79,000	0	0		79,000
Jamestown-Yorktown Foundation					
Construct Jamestown Commemorative Plaza	0	433,000	0		433,000
Construct sewer pump station	221,000	0	0		221,000
Agency Total	221,000	433,000	0		654,000
The Science Museum Of Virginia					
Construct Discovery Park exhibit	2,950,000	0	0		2,950,000
Agency Total	2,950,000	0	0		2,950,000
Virginia Museum of Fine Arts					
Expand and renovate museum	6,284,000	0	0		6,284,000
Renovate Robinson House	712,000	0	0		712,000
Replace exterior stairways of the 1970 and 1985 buildings	625,000	0	0		625,000
Agency Total	7,621,000	0	0		7,621,000
Office of Education Total	661,212,000	306,927,000	706,863,000		1,675,002,000
OFFICE OF HEALTH AND HUMAN RESOURCES					
Department Of Mental Health, Mental Retardation and Substance Abuse Services					
Replace and repair boilers and steamlines at Central State Hospital and Northern Virginia Training Center	4,800,000	0	0		4,800,000
Replace and repair roofs at mental health and mental retardation facilities	4,700,000	0	0		4,700,000
Agency Total	9,500,000	0	0		9,500,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Woodrow Wilson Rehabilitation Center					
Address life safety repairs for R.N. Anderson Vocational Training Building	2,550,000	0	0		2,550,000
Agency Total	2,550,000	0	0		2,550,000
Department For The Blind And Vision Impaired					
Renovate Virginia Industries for the Blind, Richmond Plant, Phase II	3,972,000	0	0		3,972,000
Agency Total	3,972,000	0	0		3,972,000
Virginia Rehabilitation Center For The Blind And Vision Impaired					
Replace Roofs on Administration/Activities Building, Recreation Building, and Dining Hall	2,077,000	0	0		2,077,000
Agency Total	2,077,000	0	0		2,077,000
Office of Health and Human Resources Total	18,099,000	0	0		18,099,000
OFFICE OF NATURAL RESOURCES					
Department Of Conservation And Recreation					
Construct Roads, cabins, and campground, Shenandoah River State Park	7,054,000	0	0		7,054,000
Construct cabins, James River State Park	2,633,000	0	0		2,633,000
Construct campground, bathhouse, and camping cabins, Natural Tunnel State Park	6,133,000	0	0		6,133,000
Construct cabins, Occoneechee State Park	4,550,000	0	0		4,550,000
Agency Total	20,370,000	0	0		20,370,000
Department of Game and Inland Fisheries					
Construct handicapped accessible fishing facilities	0	350,000	0		350,000
Improve hatchery facilities	0	1,000,000	0		1,000,000
Acquire Wildlife Management Areas	0	1,000,000	0		1,000,000
Improve dam safety	0	1,550,000	0		1,550,000
Improve wildlife management areas	0	1,400,000	0		1,400,000
Renovate Coursey Springs Hatchery	0	8,000,000	0		8,000,000
Fund maintenance reserve	0	1,700,000	0		1,700,000
Improve boating access	0	1,100,000	0		1,100,000
Agency Total	0	16,100,000	0		16,100,000
Office of Natural Resources Total	20,370,000	16,100,000	0		36,470,000
OFFICE OF PUBLIC SAFETY					
Department of Alcoholic Beverage Control					
Fund maintenance reserve	0	800,000	0		800,000
Agency Total	0	800,000	0		800,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Department Of Corrections					
Construct new bridge and entrance road to Bland Correctional Center	1,551,000	0	0		1,551,000
Upgrade Haynesville wastewater treatment plant	1,868,000	0	0		1,868,000
Upgrade field unit electrical system	623,000	0	0		623,000
Replace heating, ventilation, and air conditioning system in Powhatan medical building	1,976,000	0	0		1,976,000
Construct kitchen and dining hall at Halifax	200,000	0	0		200,000
Construct housing units at Bland	1,000,000	0	0		1,000,000
Construct housing unit at Marion	2,800,000	0	0		2,800,000
Construct dormitory and kitchen at Chesterfield	1,927,000	0	0		1,927,000
Install elevator at Marion	593,000	0	0		593,000
Upgrade Pocahontas wastewater treatment plant	831,000	0	0		831,000
Replace field unit plumbing and heating systems	150,000	0	0		150,000
Repair roofs system wide	7,300,000	0	0		7,300,000
Upgrade Bland wastewater treatment plant	399,000	0	0		399,000
Upgrade Nottoway wastewater treatment plant	350,000	0	0		350,000
Expand Deerfield Correctional Center	5,702,000	0	0		5,702,000
Upgrade Powhatan electrical system	500,000	0	0		500,000
Create new visitors' area at Bland	1,102,000	0	0		1,102,000
Upgrade perimeter detection systems	1,000,000	0	0		1,000,000
Renovate James River segregation building	401,000	0	0		401,000
Replace locking systems and cell doors	1,300,000	0	0		1,300,000
Install fire safety systems and exits	562,000	0	0		562,000
Remedy environmental deficiencies	1,156,000	0	0		1,156,000
Replace steam traps at Powhatan Correctional Center	337,000	0	0		337,000
Relocate mechanical rooms at Deep Meadow	1,311,000	0	0		1,311,000
Agency Total	34,939,000	0	0		34,939,000
Department of Juvenile Justice					
Fund cost overruns in the expansion of the Reception and Diagnostic Center, educational facility, and new infirmary	1,500,000	0	0		1,500,000
Fund water projects at various juvenile correctional facilities	1,600,000	0	0		1,600,000
Provide additional funds for Beaumont cottage cost overruns	750,000	0	0		750,000
Expand programming space at the Bon Air Juvenile Correctional Center	1,200,000	0	0	VPBA	1,200,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Upgrade electrical systems in cottages at the Bon Air Juvenile Correctional Center	700,000	0	0	VPBA	700,000
Upgrade security systems at the Bon Air, Hanover, and Culpeper Juvenile Correctional Centers	1,385,000	0	0	VPBA	1,385,000
Upgrade heating, ventilation, and air-conditioning systems	2,130,000	0	0	VPBA	2,130,000
Expand Oak Ridge Juvenile Correctional Center	4,033,000	0	0	VPBA	4,033,000
Replace classroom trailers at the school in the Beaumont Juvenile Correctional Center	700,000	0	0	VPBA	700,000
Agency Total	13,998,000	0	0		13,998,000
Department Of Military Affairs					
Construct Winchester Readiness Center	3,237,000	10,545,000	0		13,782,000
Agency Total	3,237,000	10,545,000	0		13,782,000
Department of State Police					
Renovate the agency's original administrative headquarters building (1939 edition)	2,695,000	0	0		2,695,000
Agency Total	2,695,000	0	0		2,695,000
Office of Public Safety Total	54,869,000	11,345,000	0		66,214,000
OFFICE OF TRANSPORTATION					
Department of Motor Vehicles					
Fund maintenance reserve	0	2,849,000	0		2,849,000
Renovate and expand Suffolk motor carrier service center	0	1,000,000	0		1,000,000
Develop Prince William commercial vehicle inspection turnout	0	2,514,000	0		2,514,000
Provide Sandston weigh station pavement renovations	0	1,171,000	0		1,171,000
Provide headquarters emergency power generator	0	1,800,000	0		1,800,000
Agency Total	0	9,334,000	0		9,334,000
Department of Transportation					
Construct Gloucester area headquarters office building	0	39,000	0		39,000
Construct Bent Mountain area headquarters facilities	0	194,000	0		194,000
Continue umbrella project for Combo buildings	0	7,054,000	0		7,054,000
Construct northern Virginia district office building and other facilities	0	200,000	0		200,000
Upgrade central office generator	0	1,246,000	0		1,246,000
Construct Franklin residency facilities	0	600,000	0		600,000
Construct Rivanna area headquarters facilities	0	335,000	0		335,000

Funding for the 2006-2008 Biennium

	General Fund	Nongeneral Fund	Debt Financing	Debt Type	Total Funding
Construct addition and renovate Lynchburg district auditorium	0	538,000	0		538,000
Construct Starkey and Green Bay Combo buildings	0	1,503,000	0		1,503,000
Fund maintenance reserve	0	10,256,000	0		10,256,000
Construct Gate City area headquarters facilities	0	912,000	0		912,000
Agency Total	0	22,877,000	0		22,877,000
Virginia Port Authority					
Expand empty yard	0	16,400,000	0		16,400,000
Purchase straddle carriers	0	12,500,000	0		12,500,000
Expand Norfolk International Terminal - North and other port facilities	0	0	90,000,000	Other	90,000,000
Improve cargo handling facilities	0	13,550,000	0		13,550,000
Fund maintenance reserve	0	3,500,000	0		3,500,000
Agency Total	0	45,950,000	90,000,000		135,950,000
Office of Transportation Total	0	78,161,000	90,000,000		168,161,000
CENTRAL APPROPRIATIONS					
Central Appropriations					
Fund necessary repairs and improvements at state facilities	1,000,000	0	0		1,000,000
Fund statewide repairs and replacement for infrastructure	134,020,000	0	0		134,020,000
Agency Total	135,020,000	0	0		135,020,000
Central Appropriations Total	135,020,000	0	0		135,020,000
<u>STATEWIDE TOTAL</u>	<u>930,254,000</u>	<u>415,963,000</u>	<u>796,863,000</u>		<u>2,143,080,000</u>