

General Government

Department of Administration

- Central Management
- Legal Services
- Accounts and Control
- Budgeting
- Purchasing
- Auditing
- Human Resources
- Personnel Appeal Board
- Facilities Management
- Capital Projects and Project Management
- Information Technology
- Library and Information Services
- Planning
- Energy Resources
- Security Services
- General
- Debt Service Payments
- Salary / Benefit Adjustments
- Operational Savings
- Internal Service Programs

Department of Business Regulation

- Central Management
- Banking Regulation
- Securities Regulation
- Insurance Regulation
- Board of Accountancy
- Commercial Licensing and Racing and Athletics
- Design Professionals

Department of Labor and Training

- Central Management
- Workforce Development Services
- Workforce Regulation and Safety
- Income Support
- Injured Workers Services
- Labor Relations Board

Department of Revenue

- Director of Revenue
- Revenue Analysis
- Lottery Division
- Municipal Finance
- Taxation
- Registry of Motor Vehicles

Legislature

- General Assembly
- Fiscal Advisory Staff to House Finance Committee
- Legislative Council
- Joint Committee on Legislative Affairs
- Office of the Auditor General
- Special Legislative Commissions

Office of the Lieutenant Governor

Secretary of State

- Administration
- Corporations
- State Archives
- Elections and Civics
- State Library
- Office of Public Information
- Internal Service Programs

Office of the General Treasurer

- General Treasury
- State Retirement System
- Unclaimed Property
- Rhode Island Refunding Bond Authority
- Crime Victim Compensation

Board of Elections

- Rhode Island Ethics Commission
- Office of the Governor
- Commission for Human Rights
- Public Utilities Commission
- Rhode Island Commission on Women

General Government Function Expenditures

	FY 2008 Actuals	FY 2009 Actuals	FY 2010 Enacted	FY 2010 Working	FY 2010 Gov Rec	FY 2011 Gov Rec
Expenditure by Object						
Personnel	228,669,905	219,554,737	194,727,025	238,200,915	211,573,066	206,771,651
Operating Supplies and Expenses	300,767,544	251,360,936	248,493,304	254,084,443	260,675,425	258,831,142
Aid To Local Units Of Government	242,994,334	211,460,113	187,690,697	187,690,697	120,870,695	51,375,465
Assistance, Grants and Benefits	486,499,701	812,608,573	955,916,028	955,916,028	1,080,390,050	705,976,821
Subtotal: Operating Expenditure	\$1,258,931,484	\$1,494,984,359	\$1,586,827,054	\$1,635,892,083	\$1,673,509,236	\$1,222,955,079
Capital Purchases and Equipment	10,763,475	9,123,240	40,099,459	40,099,459	47,503,731	28,199,532
Debt Service	170,300,361	172,315,188	207,516,174	207,516,174	195,991,915	195,584,236
Operating Transfers	39,812,950	32,723,044	42,201,462	42,201,462	23,789,147	19,973,011
Total Expenditures	\$1,479,808,270	\$1,709,145,831	\$1,876,644,149	\$1,925,709,178	\$1,940,794,029	\$1,466,711,858
Expenditures by Funds						
General Revenue	622,390,321	572,473,524	536,176,255	585,241,284	465,794,516	383,982,894
Federal Funds	73,079,038	115,838,268	300,331,713	300,331,713	417,477,996	157,123,853
Restricted Receipts	74,972,766	59,963,037	82,934,051	82,934,051	88,704,864	77,432,032
Other Funds	709,366,145	960,871,002	957,202,130	957,202,130	968,816,653	848,173,079
Total Expenditures	\$1,479,808,270	\$1,709,145,831	\$1,876,644,149	\$1,925,709,178	\$1,940,794,029	\$1,466,711,858
FTE Authorization	2,601.7	2,308.3	2,419.3	2,419.3	2,451.1	2,249.0

The Agency

Department of Administration

Agency Operations

The Department of Administration provides supportive services to all Rhode Island departments and agencies for effective coordination and direction of state programs within the framework of a changing administrative and fiscal environment. The department also provides policy direction for executive leadership in a variety of financial and administrative matters and is responsible for the statewide implementation of policy decisions affecting the organization and delivery of services administered and supported by the state.

The department, headed by the Director of Administration, has seventeen programmatic functions in the FY 2011 Budget. These include Central Management, Legal Services, Accounts and Control, Budgeting, Purchasing, Auditing, Human Resources, Personnel Appeal Board, Facilities Management, Capital Projects and Property Management, Information Technology, Library and Information Services, Planning, General Appropriations, Debt Service Payments, Energy Resources and various Internal Services Programs.

Agency Objectives

To oversee the provision of statewide supportive services to all departments and agencies in conformance with legislative and policy mandates.

To ensure that programs of the department are efficiently organized and implemented.

Statutory History

The Department of Administration was created in 1951 to consolidate central finance, purchasing and management functions of state government. R.I.G.L. 42-11 establishes and provides for the organization and functions of the Department of Administration.

Agency Measures

Minorities as a Percentage of the Workforce	9.9%	9.9%	9.0%	9.1%
Females as a Percentage of the Workforce	37.9%	37.9%	41.5%	41.6%
Persons with Disabilities as a Percentage of the Workforce	2.3%	2.3%	3.0%	3.1%

The Budget

Department of Administration

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Program					
Central Management	1,937,689	1,714,900	1,694,369	1,364,857	1,479,109
Legal Services	2,634,687	1,124,947	1,113,869	1,642,563	1,697,064
Accounts and Control	3,464,745	3,522,983	3,954,166	3,611,855	3,815,189
Budgeting	1,902,391	1,975,514	2,003,345	1,802,209	2,011,478
Purchasing	2,177,779	1,885,643	2,620,754	2,231,011	2,559,804
Auditing	1,720,953	1,286,708	1,535,588	1,323,365	1,439,523
Human Resources	12,344,536	12,007,764	12,416,555	10,893,704	11,166,393
Personnel Appeal Board	104,778	81,804	84,090	81,063	80,934
Facilities Management	43,303,506	40,435,239	44,376,036	39,242,900	39,308,900
Capital Projects and Property Mgmt.	3,578,786	5,361,041	3,807,010	3,748,034	3,781,902
Information Technology	26,576,743	25,042,909	28,169,388	26,263,330	27,672,095
Office of Library & Information Services	2,047,156	1,685,709	1,915,723	2,115,636	2,024,848
Planning	13,913,930	11,467,274	23,357,481	17,143,136	17,924,252
Energy Resources	23,688,685	36,669,296	55,239,199	86,123,863	69,240,003
Security Services	16,234,963	15,702,978	17,240,788	15,458,942	-
General	291,831,171	250,564,030	253,499,524	162,604,129	79,475,803
Debt Service Payments	169,999,227	179,641,352	207,273,411	197,713,947	195,829,081
Personnel Reform	-	-	9,444,708	(18,132,622)	(20,507,622)
Internal Service Programs	[322,275,097]	[311,197,582]	[388,482,006]	[385,618,974]	[391,819,229]
Salary/Benefit Adjustments	-	-	-	-	-
Operational Savings	-	-	(67,881,345)	-	-
Total Expenditures	\$617,461,725	\$590,170,091	\$601,864,659	\$555,231,922	\$438,998,756
Expenditures By Object					
Personnel	86,613,551	80,820,541	38,722,711	61,905,200	48,590,356
Operating Supplies and Expenses	42,248,007	35,495,348	31,185,945	36,492,102	35,858,742
Aid To Local Units Of Government	242,994,334	211,460,113	187,690,697	120,870,695	51,375,465
Assistance, Grants and Benefits	39,200,997	64,860,588	87,797,347	102,600,433	85,988,827
Subtotal: Operating Expenditures	\$411,056,889	\$392,636,590	\$345,396,700	\$321,868,430	\$221,813,390
Capital Purchases and Equipment	9,485,532	7,269,961	21,278,298	29,815,730	15,527,643
Debt Service	170,300,361	172,315,188	207,516,174	195,991,915	195,584,236
Operating Transfers	26,618,943	17,948,352	27,673,487	7,555,847	6,073,487
Total Expenditures	\$617,461,725	\$590,170,091	\$601,864,659	\$555,231,922	\$438,998,756
Expenditures By Funds					
General Revenue	520,058,764	475,081,215	429,600,820	365,653,488	275,494,281
Federal Funds	39,828,801	48,933,450	80,173,897	86,129,991	76,215,134
Restricted Receipts	9,973,069	9,476,353	18,938,514	25,652,492	16,802,039
Other Funds	47,601,091	56,679,073	73,151,428	77,795,951	70,487,302
Total Expenditures	\$617,461,725	\$590,170,091	\$601,864,659	\$555,231,922	\$438,998,756
FTE Authorization	1,032.8	845.6	895.6	879.6	699.6
Agency Measures					
Minorities as a Percentage of the Workfor	9.9%	9.0%	9.1%	9.1%	8.9%
Females as a Percentage of the Workforc	37.9%	41.5%	41.6%	41.6%	40.1%
Persons with Disabilities as a Percentage of the Workforce	2.3%	3.0%	3.1%	3.1%	3.0%

The Program

Department of Administration Central Management

Program Operations

Central Management is comprised of three major functions: the Director's Office, the Central Business Office, and the Judicial Nominating Commission.

The Director's Office provides for the overall operation of the department and provides assistance with all Executive Branch Agencies. Primary functions include: Operations, Human Resources, Information technology, Legal Assistance and Financial Administration. They also provide administrative assistance to the Office of the Governor.

The Central Business Office provides financial management assistance in the areas of budgeting, financial management, accounting, and reporting to divisions within the Department of Administration and the Department of Revenue to ensure maximum use of state and federal resources.

The Judicial Nominating Commission was created by statute to recommend highly qualified candidates to the Governor to fill vacancies in the Rhode Island judiciary. The commission is required by statute to advertise for each judicial vacancy and to actively seek and encourage applications from qualified individuals who will reflect the diversity of the community they will serve.

Program Objectives

To oversee the provision of statewide supportive services to all departments and agencies in conformance with legislative and policy mandates.

To ensure that programs of the department are efficiently organized and implemented.

Statutory History

The central management and legal mandates of the Department of Administration are outlined in R.I.G.L. 42-11-2. The Judicial Nominating Commission was created by R.I.G.L. 8-16.1, which also outlines the criteria for the selection of qualified judicial nominees. The Legal and Adjudication Services subprogram was moved to the new Legal Services program as part of the FY 2006 enacted budget.

The Budget

Department of Administration Central Management

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Director's Office	701,657	700,205	615,344	576,741	602,625
Financial Management	1,207,132	995,030	1,059,025	763,824	854,444
Judicial Nominating Committee	28,900	19,665	20,000	24,292	22,040
Total Expenditures	\$1,937,689	\$1,714,900	\$1,694,369	\$1,364,857	\$1,479,109
Expenditures By Object					
Personnel	1,927,146	1,658,428	1,637,728	1,301,680	1,418,398
Operating Supplies and Expenses	7,550	53,175	50,648	56,877	54,411
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	-	-	-	-
Subtotal: Operating Expenditures	\$1,934,696	\$1,711,603	\$1,688,376	\$1,358,557	\$1,472,809
Capital Purchases and Equipment	2,993	3,297	5,993	6,300	6,300
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$1,937,689	\$1,714,900	\$1,694,369	\$1,364,857	\$1,479,109
Expenditures By Funds					
General Revenue	1,630,696	1,505,754	1,653,123	1,364,857	1,479,109
Federal Funds	233,829	186,937	41,246	-	-
Restricted Receipts	73,164	22,209	-	-	-
Total Expenditures	\$1,937,689	\$1,714,900	\$1,694,369	\$1,364,857	\$1,479,109
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Legal Services

Program Operations

The Division of Legal Services is responsible for establishing, managing and maintaining legal resources to support the departments and agencies within the Executive Branch. The mission of the Division is to provide proactive legal assistance to the various divisions within the Department of Administration and certain non-programmatic legal services to the departments and agencies within the Executive Branch to assist them in achieving their statutory goals and objectives. In addition, the Division manages and assists attorneys within the departments and agencies that provide legal services in programmatic areas.

Program Objectives

To provide a centralized legal structure within the Executive Branch to manage, maintain and provide in house legal services to the Department of Administration and its various divisions as well as certain non-programmatic legal services to the departments and agencies in the Executive branch.

To develop various areas of legal expertise within the practice groups as a resource to the departments and agencies within the Executive Branch.

To organize and coordinate the centralized legal structure so as to provide legal services in a efficient, effective, consistent, professional, flexible and timely manner.

To assign legal staff (attorneys, hearing officers, paralegals, legal assistants and support staff) in a manner that is appropriate for his/her level of expertise and experience to utilize legal resources in the most cost effective and efficient manner.

To standardize legal policies and procedures across the Executive Branch and reduce redundant legal processes and work to improve the efficiency and quality of legal services.

To identify and implement cost savings initiatives where appropriate to reduce the cost to taxpayers of the delivery of legal services.

To provide legal risk management services.

Statutory History

On August 24, 2004 Governor Carcieri issued Executive Order 04-09 creating a Division of Legal Services within the Department of Administration. In addition, several of the departments and agencies have independent statutory authority to establish and maintain legal resources.

The Budget

Department of Administration Legal Services

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	2,564,297	1,081,341	1,063,335	1,588,425	1,642,347
Operating Supplies and Expenses	61,501	38,923	43,723	44,119	44,248
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	1,011	1,011	1,011	1,011	1,011
Subtotal: Operating Expenditures	\$2,626,809	\$1,121,275	\$1,108,069	\$1,633,555	\$1,687,606
Capital Purchases and Equipment	7,878	3,672	5,800	9,008	9,458
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$2,634,687	\$1,124,947	\$1,113,869	\$1,642,563	\$1,697,064
Expenditures By Funds					
General Revenue	2,492,589	1,119,435	1,088,274	1,604,049	1,657,030
Operating Transfers	142,098	5,512	25,595	38,514	40,034
Total Expenditures	\$2,634,687	\$1,124,947	\$1,113,869	\$1,642,563	\$1,697,064
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Accounts and Control

Program Operations

The primary mission of the Office of Accounts and Control is to promote the financial integrity and accountability of state government through sound administrative and accounting controls and procedures.

The major activities of this office include the administration of a comprehensive accounting and recording system which classifies transactions of the departments and agencies in accordance with the budget plan; the maintenance of control accounts of assets for all departments and agencies; the operation of financial, accounting and cost systems for all departments and agencies; the pre-audit of state receipts and expenditures; the approval of vouchers drawn on the General Treasurer; and the preparation of financial statements required by departments and agencies, the Governor or the General Assembly.

This office is also responsible for the preparation and/or coordination of several publications, including the Comprehensive Annual Financial Report, Condensed State Financial Report, State Payroll Manual, Procedural Handbook of the Department of Administration, and the Consolidated Statewide Cost Allocation Plan.

Program Objectives

To design, implement, and maintain a statewide accounting system in order to ensure that state funds are spent according to legislative intent, leading to the promotion of the fiscal integrity of the state.

To provide management on a timely basis with basic data required to measure and evaluate productivity and accountability of state government to make and/or revise strategic or operating plans.

Statutory History

R.I.G.L. 35-6 establishes the statutory basis for this program. Other legal references are provided in Titles 9, 10, 11, 12, 16, 20, 24, 28, 30, 35, 39, 43, 44, 45, and 46 of the Rhode Island General Laws.

The Budget

Department of Administration Accounts and Control

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	3,288,073	3,430,207	3,821,803	3,474,274	3,676,767
Operating Supplies and Expenses	176,255	92,602	128,946	134,164	135,005
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	417	174	417	417	417
Subtotal: Operating Expenditures	\$3,464,745	\$3,522,983	\$3,951,166	\$3,608,855	\$3,812,189
Capital Purchases and Equipment	-	-	3,000	3,000	3,000
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$3,464,745	\$3,522,983	\$3,954,166	\$3,611,855	\$3,815,189
Expenditures By Funds					
General Revenue	3,464,745	3,522,983	3,814,166	3,611,855	3,815,189
Federal Funds	-	-	140,000	-	-
Total Expenditures	3,464,745	3,522,983	3,954,166	3,611,855	3,815,189
Program Measures					
Percentage of Invoices Processed Within 30 Days	95.0%	96.0%	100.0%	100.0%	100.0%
Average Number of Days to Payment to Vendor	18.0	14.0	14.0	14.0	14.0
Number of Days after Fiscal Year End to Publication of CAFR	281	365	210	210	210
Number of Days to Fiscal Close	30	37	37	37	37

The Program

Department of Administration Budgeting

Program Operations

The Budget Office provides staff advice to the Governor relating to the financial management of state government, including evaluation of necessary resources, analysis of state programs, priorities, and alternatives, and the optimum allocation of resources to meet policy and management goals.

The Budget Office performs four key functions, of which the first is the formulation, preparation, and execution of the state budget. Included in this function is the analysis of departmental requests for financing, incorporation of priorities, and presentation and testimony on the executive budget before the General Assembly. During the legislative session, the Budget Office also prepares fiscal notes on legislation with fiscal impacts upon request.

The Budget Office is responsible for economic analysis and revenue estimating, including participation in the Revenue and Caseload Estimating Conferences and reporting on actual versus estimated receipts. The Budget Office also performs capital development program analysis and develops financing plans for execution. This includes presentations to bond rating agencies, preparation of debt offering circulars, tracking of expenditures against authorizations and debt management.

Program Objectives

To ensure that the performance of state programs and activities reflects accurately and effectively the policies of the Governor and the acts and appropriations established by the General Assembly; to ensure that the Governor and the General Assembly have the best possible information and analysis available in carrying out their respective constitutional duties; to use performance measures to strengthen program and financial management and accountability within departments and agencies.

Statutory History

R.I.G.L. 35-3 establishes Budget Office responsibility for the executive budget, including the preparation and submission of the Governor's budget to the state legislature; the execution and management of the enacted budget plan throughout the fiscal year; and development of long-term financial programs, particularly relating to capital improvement programs. R.I.G.L. 35-16 requires the Budget Officer to participate in the Revenue Estimating Conference, which reviews and revises both the economic forecast and the estimated general revenues for the state. R.I.G.L. 22-12 requires that a fiscal note accompany bills and resolutions that may impact state or municipal revenues or expenditures.

The Budget

Department of Administration Budgeting

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	1,797,658	1,825,726	1,903,208	1,713,054	1,917,825
Operating Supplies and Expenses	98,914	142,749	88,837	76,155	78,053
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	536	-	-	-	-
Subtotal: Operating Expenditures	\$1,897,108	\$1,968,475	\$1,992,045	\$1,789,209	\$1,995,878
Capital Purchases and Equipment	5,283	7,039	11,300	13,000	15,600
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$1,902,391	\$1,975,514	\$2,003,345	\$1,802,209	\$2,011,478
Expenditures By Funds					
General Revenue	1,902,391	1,975,514	2,003,345	1,802,209	2,011,478
Total Expenditures	\$1,902,391	\$1,975,514	\$2,003,345	\$1,802,209	\$2,011,478
Program Measures					
Bond Rating Index	10	11	11	11	11

The Program

Department of Administration Purchasing

Program Operations

The Purchasing program is composed of five major functions: procurement, operational support services, standards and specifications development and management, vendor information and minority business. Procurement solicits bids or requests for proposal for services and supplies as well as price negotiations, and carries out affirmative action programs. Operational support services includes purchase order production and record keeping, bid preparation and opening, requisition tracking, and vendor files. The standards and specifications staff work with agency representatives to develop statewide standard specifications for goods and services to be solicited. The Vendor Information Program is an electronic system for registering potential bidders and providing bid and other information to vendors and the general public.

Program Objectives

To obtain goods and services for public purposes in the most cost-effective manner possible and ensure that all procurements are made with care, integrity and a sense of responsibility to the taxpayers of Rhode Island. To assure that user agencies obtain goods and services in a quick and cost-effective manner, without sacrificing necessary quality and standards.

To establish and enforce rules, regulations, policies and procedures for the implementation of all laws and ethical standards relating to purchasing activities.

To improve, through ongoing evaluation, the effectiveness and efficiency of the procurement system. To ensure public access to appropriate information by expanding the applications of the Rhode Island Vendor Information Program.

The Minority Business Enterprise function is responsible for supporting Rhode Island laws and policies to ensure the fullest participation of minority business enterprises in state funded and directed construction programs and projects and state purchases of goods and services.

Statutory History

The Purchasing program was established under R.I.G.L. 42-11-2. Operation of the state-purchasing program is set forth in R.I.G.L. 37-2. This section was established by public law in 1939 until its repeal in 1989, when House Bill 89-H-5000 Substitute A, as amended (known as the "Lamb Legislation"), an Act Relating to State Purchases, was enacted. This act established new language to institute legal mandates based on the Model Procurement Act published by the American Bar Association. The major thrust of the legislation was the creation of a framework for enhanced opportunities for competitive procurement and increased accountability for state officials through the centralization of purchasing functions for state agencies. R.I.G.L. 32-2.17 requires the institution of an electronic Vendor Information Program.

The Budget

Department of Administration Purchasing

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Purchasing	1,976,233	1,788,639	2,404,179	1,984,150	2,259,379
Minority Business Enterprise	201,546	97,004	216,575	246,861	300,425
Total Expenditures	\$2,177,779	\$1,885,643	\$2,620,754	\$2,231,011	\$2,559,804
Expenditures By Object					
Personnel	2,135,239	1,844,392	2,568,814	2,187,030	2,508,534
Operating Supplies and Expenses	41,479	40,190	45,879	40,420	47,709
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	-	-	-	-
Subtotal: Operating Expenditures	\$2,176,718	\$1,884,582	\$2,614,693	\$2,227,450	\$2,556,243
Capital Purchases and Equipment	1,061	1,061	6,061	3,561	3,561
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$2,177,779	\$1,885,643	\$2,620,754	\$2,231,011	\$2,559,804
Expenditures By Funds					
General Revenue	2,177,779	1,885,643	2,050,754	2,104,554	2,286,350
Federal Funds	-	-	570,000	37,717	83,458
Restricted Receipts	-	-	-	88,740	189,996
Total Expenditures	2,177,779	1,885,643	2,620,754	2,231,011	2,559,804
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Auditing

Program Operations

The Bureau of Audits performs the auditing function for the executive branch of State Government. The Bureau provides the Director of Administration with an independent appraisal and evaluation of the effectiveness of financial and operational control through objective analyses, evaluations, and recommendations on operations, systems, controls, and contracted services.

The primary activities of the Bureau can be classified as internal auditing and management advisory services. The Bureau of Audits is required to audit the financial records and accounts of all state departments and agencies on a biennial basis and report all findings and recommendations relative to the financial affairs, and the economy and efficiency of operations.

Additional responsibilities include: auditing special purpose funds, conducting performance audits and special projects, providing consulting services and investigations at the request of the Governor or department directors, participating as advisors in policymaking meetings, providing emergency accounting and auditing services to cities and towns, and reviewing and evaluating all state department and agency Financial Integrity and Accountability Reports.

Program Objectives

To provide independent and objective assurance on governance, risk management, and control processes that will furnish a reasonable basis to report on the effectiveness and efficiency of state operations, the reliability of financial reporting, compliance with applicable laws, regulations, and contracts.

Statutory History

R.I.G.L. 35-7 establishes a Bureau of Audits and authorizes it to conduct biennial audits of the financial affairs, the economy and efficiency of management, and the books and accounts of all state departments and agencies. The Bureau is also permitted to conduct investigations at the request of the Governor, audit court collected funds and furnish auditors and accountants to other state agencies.

The Budget

Department of Administration Auditing

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	1,675,041	1,248,995	1,477,968	1,264,252	1,385,120
Operating Supplies and Expenses	26,043	32,427	47,334	40,827	41,522
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	-	-	-	-
Subtotal: Operating Expenditures	\$1,701,084	\$1,281,422	\$1,525,302	\$1,305,079	\$1,426,642
Capital Purchases and Equipment	19,869	5,286	10,286	18,286	12,881
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$1,720,953	\$1,286,708	\$1,535,588	\$1,323,365	\$1,439,523
Expenditures By Funds					
General Revenue	1,620,953	1,286,708	1,465,588	1,232,221	1,290,308
Federal Funds	-	-	70,000	-	-
Restricted Receipts	-	-	-	91,144	149,215
Other Funds	100,000	-	-	-	-
Total Expenditures	1,720,953	\$1,286,708	\$1,535,588	\$1,323,365	\$1,439,523
Program Measures					
Audit Acceptance	95.0%	100.0%	99.0%	99.0%	99.0%

The Program

Department of Administration Human Resources

Program Operations

The Division of Human Resources is composed of a number of subprograms: Administrative services, Classification & Examinations, Equal Employment Opportunity, Outreach & Diversity, Employee Benefits, Training and Development, Employee Services, Human Resource Service Centers. Its primary mission is to provide the best possible cost effective human resource services to employees, labor, and management in assisting them in carrying out the functions and responsibilities of state government; to be accountable to the general public by instituting policies and procedures that are fair and equitable in providing the finest possible service to those seeking employment in state service; to be responsive to employees by providing a progression in employment opportunities, adequate employee benefits, ensuring affirmative action, the rights of the disabled and promoting career development and training; to assist those disabled, as a result of a job related injury, with adequate benefits during their convalescence and to ensure their eventual return to productive employment; and to safeguard the integrity and quality of the state employment system by continuously protecting it from influences that are detrimental to that effort.

Program Objectives

To promote and maintain effective programs, policies and procedures in support of the human resource needs of the citizens, elected officials, managers and employees of the state.

Statutory History

Title 36, Chapters 3 and 4 of the Rhode Island General Laws establish the basic principles of the Merit System Law.

The Budget

Department of Administration Human Resources

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Human Resources	292,596	1,043,175	1,087,370	297,474	106,863
Personnel Administration	3,221,884	3,766,308	3,979,183	3,984,313	4,102,984
Equal Opportunity/Outreach	668,903	583,825	503,540	371,706	390,140
DEM/DOT HR Service Center	(4,386,674)	1,205,963	356,578	1,392,289	1,464,832
General Gov. HR Service Center	1,280,135	952,589	1,015,832	852,818	898,287
Human Services HR Service Center	8,636,604	3,314,344	4,311,960	2,830,930	2,967,466
Public Safety HR Service Center	2,631,088	1,141,560	1,162,092	1,164,174	1,235,821
Total Expenditures	\$12,344,536	\$12,007,764	\$12,416,555	\$10,893,704	\$11,166,393
Expenditures By Object					
Personnel	12,147,915	11,794,591	11,947,996	10,629,836	10,905,398
Operating Supplies and Expenses	183,951	196,704	406,763	233,656	230,783
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	-	-	-	-
Subtotal: Operating Expenditures	\$12,331,866	\$11,991,295	\$12,354,759	\$10,863,492	\$11,136,181
Capital Purchases and Equipment	12,670	16,469	61,796	30,212	30,212
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$12,344,536	\$12,007,764	\$12,416,555	\$10,893,704	\$11,166,393
Expenditures By Funds					
General Revenue	9,678,368	9,616,823	9,872,296	8,610,643	8,771,472
Federal Funds	783,303	632,522	726,665	590,893	619,186
Restricted Receipts	498,697	424,781	437,675	356,620	373,650
Other	1,384,168	1,333,638	1,379,919	1,335,548	1,402,085
Total Expenditures	\$12,344,536	\$12,007,764	\$12,416,555	\$10,893,704	\$11,166,393
Program Measures					
Percentage of Desk Audits Completed Within 60 Days	32.0%	45.6%	60.0%	60.0%	60.0%
Percentage of Civil Service Examinations Completed Within 120 Days	100.0%	54.0%	100.0%	100.0%	100.0%

The Program

Department of Administration Personnel Appeal Board

Program Operations

The Personnel Appeal Board hears appeals: by any person with provisional, probationary, or permanent status in a position in the classified service aggrieved by an action of the Administrator of Adjudication for the Department of Administration on matters of personnel administration; by any person with provisional, probationary or permanent status in a position in the classified service who has been discharged, demoted, suspended or laid off by any appointing authority; by any person who holds the belief that he/she has been discriminated against because of his/her race, sex, age, physical handicap, or political or religious beliefs; by any person who, by the personnel policy of Rhode Island or by contractual agreement with Rhode Island, is vested with the right of appeal to the Personnel Appeal Board.

The Personnel Appeal Board consists of five qualified electors known to be in sympathy with the application of modern personnel practices, not more than three of whom shall be members of the same political party. The board shall elect one of its members chairperson.

The Personnel Appeal Board administers the Merit System Law governing appeals, maintenance of records, reviews, appeals from decisions rendered, and records of cases adjudicated prior to scheduling a public hearing. The board is authorized to require the attendance of witnesses by subpoena and acquire the production of books, papers and documents necessary at any hearing. Transcripts are available to all interested parties. Where permissible within the law, the board assists state personnel in the proper filings and processing of appeals.

Program Objective

To provide an impartial hearing process for appellants whose complaints fall under the jurisdiction of the board.

To develop policies and procedures to ensure that the board's obligations to appellants and agencies are discharged, and that just decisions are rendered in accordance with the responsibility entrusted to the Personnel Appeal Board by law.

To develop a work calendar to ensure expeditious scheduling of hearings and rendering of judicious decisions.

Statutory History

R.I.G.L. 36-3, sections 3 through 11 delineate the powers and duties of the Personnel Appeal Board.

The Budget

Department of Administration Personnel Appeal Board

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	102,664	80,728	81,756	79,089	78,991
Operating Supplies and Expenses	2,114	1,076	2,334	1,974	1,943
Aid To Local Units Of Government		-	-	-	-
Assistance, Grants and Benefits		-	-	-	-
Subtotal: Operating Expenditures	\$104,778	\$81,804	\$84,090	\$81,063	\$80,934
Capital Purchases and Equipment		-	-	-	-
Debt Service		-	-	-	-
Operating Transfers		-	-	-	-
Total Expenditures	\$104,778	\$81,804	\$84,090	\$81,063	\$80,934
Expenditures By Funds					
General Revenue	104,778	81,804	84,090	81,063	80,934
Total Expenditures	\$104,778	\$81,804	\$84,090	\$81,063	\$80,934
Program Measures					
Percentage of State Employee Appeals Resolved Within 270 days	90.0%	34.0%	50.0%	50.0%	75.0%

The Program

Department of Administration Facilities Management

Program Operations

The Division of Facilities Management provides maintenance and operations services at 140 buildings under the direct jurisdiction of the Department of Administration, including 203 group home facilities. Generally, this includes the buildings at the Capitol Hill Complex, Pastore Center, Zambarano Campus, Veteran's Home, Ladd Center and numerous other state buildings throughout the State. In addition, the division includes the State Fleet Operations, Environmental Compliance, Asset Protection and Surplus Property.

The responsibility for building operations includes grounds maintenance, general maintenance, building cleaning, janitorial services, maintenance and operation of boilers and mechanical equipment, electrical power and distribution, and capital improvements.

Program Objectives

To provide a clean, safe, healthy and secure environment conducive to worker productivity. To protect and preserve Rhode Island's facility assets.

Statutory History

R.I.G.L. 42-11-2 and Executive Order 86-15 establish the duties, authority and responsibilities of the property management and buildings and grounds functions. R.I.G.L. 42-11-2 establishes authority for the surplus state property program, the repair and operation of the State House, the State Office building and other premises, and control and supervision of the acquisition, operation, maintenance, repair and replacement of state-owned motor vehicles.

R.I.G.L. 45-56.2 establishes the Federal Surplus Property program.

Executive Order 04-04 establishes and defines the duties of the Division of Facilities Management.

The Budget

Department of Administration Facilities Management

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Operations and Maintenance	7,770,773	6,929,816	7,954,419	7,110,993	7,315,123
Energy and Conservation	-	(754)	-	-	-
Facilities Centralization	35,532,733	33,506,177	36,421,617	32,131,907	31,993,777
Total Expenditures	\$43,303,506	\$40,435,239	\$44,376,036	\$39,242,900	\$39,308,900
Expenditures By Object					
Personnel	14,367,237	13,270,578	13,716,268	12,670,693	12,813,379
Operating Supplies and Expenses	29,763,269	26,756,847	30,168,177	26,081,071	26,491,993
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	2,803	1,154	2,283	1,828	1,828
Subtotal: Operating Expenditures	\$44,133,309	\$40,028,579	\$43,886,728	\$38,753,592	\$39,307,200
Capital Purchases and Equipment	(1,317,411)	(80,950)	1,700	1,700	1,700
Debt Service	487,608	487,610	487,608	487,608	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$43,303,506	\$40,435,239	\$44,376,036	\$39,242,900	\$39,308,900
Expenditures By Funds					
General Revenue	35,046,043	33,733,386	37,680,174	33,121,725	33,857,425
Federal Funds	1,765,579	1,241,643	1,214,588	935,155	913,073
Restricted Receipts	1,056,852	912,133	1,038,271	903,540	404,021
Other Funds	5,435,032	4,548,077	4,443,003	4,282,480	4,134,381
Total Expenditures	\$43,303,506	40,435,239	\$44,376,036	\$39,242,900	\$39,308,900
Program Measures					
Percentage of Days with no Interruption or Loss of Service from the Utility Systems	99.9%	99.9%	99.9%	99.9%	99.9%

The Program

Department of Administration Capital Projects and Property Management

Program Operations

The Division of Capital Projects and Property Management was established by Executive Order on April 1, 2004. The Division is responsible for the planning, design and construction of new state facilities and the major renovation of existing buildings. It also solicits, negotiates and administers real estate leases. The Division conducts ongoing assessments of the State's space needs for governmental activities, allocates space and oversees capital planning and development. In addition, the Division is responsible for a variety of related activities including the administration of the Building Code Commission and the Contractors' Registration and Licensing Board.

The Building Code Commission oversees the approval of state projects for conformance to ADA and accessibility standards and building codes. The Commission also conducts a variety of training programs for code officials and building trades people.

The Contractors' Registration and Licensing Board safeguards consumers' rights related to contracted improvements on their property and has a dispute resolution process that criminally prosecutes cases when not resolved through the Attorney General's office in District Court. Additionally the Board registers contractors who perform work on residential and commercial properties licensing of home inspectors and commercial roofers in part of their responsibilities.

Program Objectives

To facilitate services to the public by providing healthy, safe, secure and accessible service environments and employee workplaces.

To assure public welfare by interpreting and enforcing building code standards on state properties.

To protect the public from unscrupulous building contractors and shoddy workmanship.

To assure fairness, transparency and good value in developing and securing property for the State's use.

Statutory History

Executive Order 04-04 establishes the Division of Capital Projects and Property Management. RIGL 23-27.3-108.2 et. seq. and RIGL 5-65-15.1 establish the duties and authority and responsibility of the State Building Commission. The Building Contractors' Registration Board is transferred to the Department of Business Regulation in the FY 2010 budget.

The Budget

Department of Administration Capital Projects and Project Management

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Capital Projects	959,784	2,980,943	1,098,166	1,147,560	1,184,852
Property Management	326,697	178,449	147,307	272,815	147,915
State Building Code Commission	2,004,697	1,911,755	2,246,115	2,025,618	2,134,604
Fire Code Board of Appeal and Review	287,608	289,894	315,422	302,041	314,531
Total Expenditures	\$3,578,786	\$5,361,041	\$3,807,010	\$3,748,034	\$3,781,902
Expenditures By Object					
Personnel	3,396,219	3,205,022	3,565,951	3,390,285	3,552,765
Operating Supplies and Expenses	167,247	120,083	233,059	347,249	217,137
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	-	-	-	-
Subtotal: Operating Expenditures	\$3,563,466	\$3,325,105	\$3,799,010	\$3,737,534	\$3,769,902
Capital Purchases and Equipment	15,320	2,035,936	8,000	10,500	12,000
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$3,578,786	\$5,361,041	\$3,807,010	\$3,748,034	\$3,781,902
Expenditures By Funds					
General Revenue	3,578,786	4,452,589	2,613,613	2,614,429	2,588,193
Federal Funds	-	-	80,000	125,625	125,625
Restricted Receipts	-	908,787	1,113,397	1,007,980	1,068,084
Other Funds	-	(335)	-	-	-
Total Expenditures	\$3,578,786	\$5,361,041	\$3,807,010	\$3,748,034	\$3,781,902
Program Measures					
Annual Inflation - Adjusted Dollar Value of Repair Services and Cash Settlements to Rhode Island Consumers Secured by the Contractor Registration Board	\$554,213	\$456,410	\$462,330	\$462,330	\$482,068
Gross Annual Inflation - Adjusted Dollar Savings Realized by Moving State operations From Leased to State-owned Space	\$1,161,576	\$174,924	\$46,176	\$46,176	\$944,323

The Program

Department of Administration Information Technology

Program Operations

Information Technology, headed by the state's Chief Information Officer (CIO), is responsible for oversight, coordination, and development of all information technology (IT) resources within the executive branch of state government. All hiring and spending decisions involving IT may only be made with the advice and approval of the CIO.

Information Technology defines and maintains the architectural standards for hardware, software, networks and services that guide state investments in IT. Information Technology defines and enforces statewide policies and procedures pertaining to project management, operations and the effective use of security of IT resources.

Information Technology is responsible for planning all IT investments and activities throughout the executive branch departments and agencies

Program Objectives

Maintain and improve IT services to executive branch departments and agencies, including technical support to end users and networks, help desk services, and application development, delivery and maintenance.

Complete integration of all executive branch agency and departmental IT organizations into the Information Technology program, including personnel and hardware consolidation

Continue the implementation of the approved statewide-integrated financial management system.

Implement and test a disaster recovery capability for Rhode Island's critical systems

Further expand and improve e-government services through Rhode Island's portal, RI.gov.

Continue to expand technology advancements to improve performance, reduce IT overhead and provide the best system availability.

Continue to improve technology advancements by performing a migration from Novell Netware to a Windows Active Directory infrastructure, Virtualized Server capacity and implement E-licensing initiatives.

Provide state agencies and departments with improved transparency and clarity in their services through refinement of the cost allocation process.

Statutory History

Executive Order 04-06 establishes and defines the duties and responsibilities of the Information Technology Division within the Department of Administration.

The Budget

Department of Administration Information Technology

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Executive Director - CIO	345,571	346,577	379,668	422,192	360,724
Information Technology	3,409,145	1,412,482	2,188,873	2,798,547	3,057,420
IT Centralization	22,822,027	23,283,850	25,600,847	23,042,591	24,253,951
Total Expenditures	\$26,576,743	\$25,042,909	\$28,169,388	\$26,263,330	\$27,672,095
Expenditures By Object					
Personnel	20,566,585	20,792,702	23,697,922	20,616,510	21,806,510
Operating Supplies and Expenses	5,309,827	3,783,065	3,669,166	4,320,374	4,583,538
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	1,038	2,527	1,000	-	-
Subtotal: Operating Expenditures	\$25,877,450	\$24,578,294	\$27,368,088	\$24,936,884	\$26,390,048
Capital Purchases and Equipment	699,293	464,615	801,300	1,326,446	1,282,047
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$26,576,743	\$25,042,909	\$28,169,388	\$26,263,330	\$27,672,095
Expenditures By Funds					
General Revenue	18,623,223	18,296,702	18,637,302	18,483,451	19,308,561
Federal Funds	5,519,572	3,855,777	6,848,209	5,242,732	5,683,963
Restricted Receipts	907,909	969,651	985,163	865,403	913,984
Other Funds	1,526,039	1,920,779	1,698,714	1,671,744	1,765,587
Total Expenditures	\$26,576,743	\$25,042,909	\$28,169,388	\$26,263,330	\$27,672,095
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Library and Information Services

Program Operations

The Office of Library and Information Services is comprised of four subprograms under the jurisdiction of the Chief Information Officer.

Library Services coordinates inter-library cooperation, maintains and develops the Rhode Island Library Network, operates the Regional Library for the Blind and Physically Handicapped, and promotes overall library development through various grant-in-aid programs for public and institutional libraries.

Program Objectives

To maintain and improve library and information services to state government and to the residents of the state. To develop and implement a state government information policy, and coordinate information resources throughout state government. To administer technical and financial assistance to and supervise selected activities of cities and towns in organization, planning, and management. To prepare, maintain, and encourage implementation of strategic plans and the State Guide Plan.

Statutory History

Title 29 Chapters 3 through 8 of the Rhode Island General Laws establish the statutory basis for the Office of Library and Information Services. R.I.G.L. 42-11 includes provisions relative to the state planning program. Functions are further prescribed in Titles 1, 16, 22, 23, 34, 37, 42, 44, 45 and 46.

The Budget

Department of Administration Office of Library and Information Services

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	1,616,041	1,103,232	1,302,279	1,181,415	1,230,615
Operating Supplies and Expenses	325,187	516,911	530,944	626,318	620,295
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	97,943	65,566	75,000	292,903	165,938
Subtotal: Operating Expenditures	\$2,039,171	\$1,685,709	\$1,908,223	\$2,100,636	\$2,016,848
Capital Purchases and Equipment	7,985	-	7,500	15,000	8,000
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$2,047,156	\$1,685,709	\$1,915,723	\$2,115,636	\$2,024,848
Expenditures By Funds					
General Revenue	1,024,657	870,167	884,607	833,383	888,452
Federal Funds	1,021,902	813,848	1,025,116	1,279,253	1,133,396
Restricted Receipts	597	1,694	6,000	3,000	3,000
Total Expenditures	\$2,047,156	\$1,685,709	\$1,915,723	\$2,115,636	\$2,024,848
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Planning

Program Operations

The Division of Planning is comprised of three subprograms, Statewide Planning, Strategic Planning and Economic Development, and Housing & Community Development.

Statewide Planning and Economic Development is responsible for preparing, adopting, and amending strategic plans for the physical, economic, and social development of the state. The Statewide Planning subprogram includes the State Planning Council, which is comprised of state and local government officials, public members, and federal officials in an advisory capacity. The State Planning Council serves as the state's Metropolitan Planning Organization responsible for the planning and prioritizing of state and federal transportation funding.

Strategic Planning and Economic Development are involved in all major interest areas using policy analysis and the planning process to prepare issue briefs and draft strategic plans that address current topics of special interest. This subprogram is also responsible for the development of program performance measures in cooperation with the various departments and agencies.

Housing and Community Development administers the Housing Resources Commission (HRC) and the federal Community Development Block Grant program. (CDBG). The HRC provides opportunities for healthy and affordable housing through production, lead hazard mitigation and the coordination of the homeless system and implementation of the state's plan to end homelessness.

The CDBG program provides funding to 33 municipalities to address housing and community development needs. This includes the Neighborhood Stabilization Program of the Housing and Economic Recovery Act of 2008 which will address the impact of foreclosure statewide.

Program Objectives

To administer technical and financial assistance to and supervise selected activities of cities and towns in organization, planning, and management.

To prepare, maintain, and encourage implementation of strategic plans and the State Guide Plan.

To use performance measures to strengthen program and financial management and accountability within departments and agencies.

To coordinate activities among state agencies, political subdivisions and private partners pertaining to housing and community development.

Statutory History

R.I.G.L. 42-11 includes provisions relative to the division of planning. Other legal references are provided in Titles 1, 16, 22, 23, 34, 35, 37, 42, 44, 45 and 46.

The Budget

Department of Administration Planning

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Statewide Planning	2,922,905	2,204,610	3,292,281	3,782,089	6,323,872
Local Government Assistance	327,119	337,320	-	-	-
Community Development	10,663,906	8,925,344	20,065,200	13,361,047	11,600,380
Total Expenditures	\$13,913,930	\$11,467,274	\$23,357,481	\$17,143,136	\$17,924,252
Expenditures By Object					
Personnel	3,538,063	3,165,347	3,601,490	3,208,542	3,573,223
Operating Supplies and Expenses	83,432	75,393	166,874	173,615	185,064
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	10,286,357	8,219,774	19,574,617	13,748,443	14,152,916
Subtotal: Operating Expenditures	\$13,907,852	\$11,460,514	\$23,342,981	17,130,600	17,911,203
Capital Purchases and Equipment	6,078	6,760	14,500	12,536	13,049
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$13,913,930	\$11,467,274	\$23,357,481	\$17,143,136	\$17,924,252
Expenditures By Funds					
General Revenue	3,729,701	3,633,561	3,466,719	3,315,566	3,333,890
Federal Funds	8,301,611	6,559,529	17,878,570	11,108,556	9,600,806
Operating Transfers	1,882,618	1,274,184	2,012,192	2,719,014	4,989,556
Total Expenditures	\$13,913,930	\$11,467,274	\$23,357,481	\$17,143,136	\$17,924,252
Program Measures					
Performance Measures Developed	77.6%	72.6%	77.1%	77.1%	79.0%
New Affordable Housing Units	470	337	350	350	350
Percentage of Children with Blood Levels Greater than 10ug/dl for the First Time in their Lives	348	321	315	315	300

The Program

Office of Energy Resources

Program Operations

The Rhode Island Office of Energy Resources (OER) and the Energy Efficiency and Resource Management Council (EERMC) were established statutorily in 2006 to replace the former State Energy Office. R.I.G.L. 42-140 establishes the organization and functions of OER and EERMC.

The OER provides comprehensive, integrated development, administration and oversight of ongoing energy policies, plans and programs to meet state and federal requirements and to provide policy guidance to executive leadership.

The Office functions include State Energy Office functions; development and management of wind energy, energy efficiency and resource management programs, energy information and education and low income assistance.

The EERMC provides to the OER “consistent, comprehensive, informed and publicly accountable stakeholder involvement in energy efficiency, conservations and resource development”. The EERMC consists of voting member representing knowledge of energy law, small and large commercial/industrial users, residential users, low income users, environmental expertise and energy design and code expertise. Non-voting members of the Council are, the Director of OER (Executive Secretary) and the representatives of electric, natural gas and oil distribution.

Program Objectives

Increase supplies of clean reliable energy, reduce reliance on imported energy and reduce energy costs and consumption in all sectors by; increasing energy efficiency, diversifying energy resources, and providing low income energy assistance.

To ensure that programs of the Office are efficiently organized and implemented.

To develop, implement, and monitor federal ARRA stimulus funds for the State Energy, Weatherization Assistance, Energy Efficiency & Conservation Block, Appliance Rebate, and Energy Assurance & Planning programs.

Statutory History

The Office of Energy Resources was created in 2006 to consolidate energy policies of state government. R.I.G.L. 42-140. Additional mandates of the Office are outlined in R.I.G.L. 23-82.6, 39-1-27.7 through 10, and 42-140.

The Budget

Department of Administration Office of Energy Resources

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	1,927,820	1,249,905	2,101,221	2,169,969	2,588,106
Operating Supplies and Expenses	130,615	128,934	138,235	536,262	225,694
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	21,620,933	35,214,206	52,994,743	83,394,555	66,418,441
Subtotal: Operating Expenditures	\$23,679,368	\$36,593,045	\$55,234,199	\$86,100,786	\$69,232,241
Capital Purchases and Equipment	9,317	76,251	5,000	23,077	7,762
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$23,688,685	\$36,669,296	\$55,239,199	\$86,123,863	\$69,240,003
Expenditures By Funds					
General Revenue	2,350,446	10,786	-	-	-
Federal Funds	21,267,938	34,944,450	47,907,828	70,400,156	61,816,885
Restricted Receipts	70,301	1,714,060	7,331,371	15,723,707	7,423,118
Total Expenditures	\$23,688,685	\$36,669,296	\$55,239,199	\$86,123,863	\$69,240,003
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Security Services

Program Operations

The sheriffs are responsible for statewide activities assigned by law which relate to the duties and functions of the sheriffs of the several counties. The division is also responsible for all statewide activities assigned by law which relate to the duties and functions of state marshals. Other responsibilities include: courtroom security, judicial security, cellblock, management in all state courthouses, training of personnel, transportation of individuals charged with crimes, interstate prisoner extraditions and service of process.

In the FY 2011 Budget, the Governor recommends that the Security Services program be transferred to the Department of Public Safety.

Program Objectives

To provide and maintain security for judges at all state courts; to provide and maintain security in all courtrooms and other public areas within state courthouses; to provide and maintain security in the cellblocks in all state courts, to transport prisoners to and from Department of Corrections and all state court facilities; to perform interstate extraditions; to serve process; and to exercise all powers as required and prescribed in all other provisions of the general laws and public laws relating to the powers and duties of sheriffs.

Statutory History

Chapter 21-11 of the Rhode Island General laws, 42-11-21 established a division of sheriffs within the Department of Administration.

In the FY 2011 Budget submission, the Governor includes legislation to transfer the division of sheriffs to the Department of Public Safety.

The Budget

Department of Administration Security Services

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 * Recommended
Expenditures By Object					
Personnel	15,198,469	14,783,250	16,233,881	14,562,768	-
Operating Supplies and Expenses	1,036,114	919,304	1,001,407	877,674	-
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	380	424	-	13,000	-
Subtotal: Operating Expenditures	\$16,234,963	\$15,702,978	\$17,235,288	\$15,453,442	-
Capital Purchases and Equipment	-	-	5,500	5,500	-
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	\$16,234,963	\$15,702,978	\$17,240,788	\$15,458,942	-
Expenditures By Funds					
General Revenue	16,234,963	15,702,978	17,240,788	15,458,942	-
Total Expenditures	\$16,234,963	\$15,702,978	\$17,240,788	\$15,458,942	-

* In the FY 2011 Budget, the Governor recommends that the Security Services program be transferred to the Department of Public Safety.

The Program

Department of Administration General

Program Operations

The General program reflects funds appropriated to finance expenditures not allocated to other state departments or agencies and not specific to any one program within the Department of Administration.

Grants and benefits reflect grants made to certain organizations and funds provided to certain entities, which are appropriated by the legislature. This includes grants made to the Rhode Island Economic Development Corporation, the Slater Centers of Excellence and the RI Research Alliance.

Special legislative appropriations are initially the result of the passage of legislation which is not part of the annual appropriation act. Tort claims and court awards are paid pursuant to R.I.G.L. 9-31, which provides that "the general assembly may make such appropriations as it shall deem proper in payment of or settlement of claims against the state; provided, however, that there is hereby appropriated any money in the treasury not otherwise appropriated a sum sufficient to pay claims against the state settled pursuant to the provisions of the chapter and the state controller is hereby authorized and directed to draw his orders upon the general treasurer for the payment of said sum."

Program Objectives

To maintain a statewide accounting for all expenditures which are not allocated to other state departments or agencies and not specific to any one program within the Department of Administration.

Statutory History

The existence of "General" has no statutory basis, but rather reflects a combination of appropriations which fund various expenditures not allocated to other state agencies. The authority for payment of tort claims was enacted in 1970 and is described in R.I.G.L. 9-31.

The Budget

Department of Administration General

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
General	23,332,074	871,393	23,378,997	1,378,997	1,378,997
Capital Projects	11,051,037	14,172,692	20,221,062	28,228,104	14,012,573
Grants and Other Payments	2,405,656	13,244,180	13,140,458	3,140,458	3,240,458
Economic Development	13,325,838	11,529,561	10,025,807	9,943,372	10,425,807
State Aid to Local Communities	241,712,917	210,746,204	186,733,200	119,913,198	50,417,968
Housing	3,649	-	-	-	-
Total Expenditures	\$291,831,171	\$250,564,030	\$253,499,524	\$162,604,129	\$79,475,803
Expenditures By Object					
Personnel	365,084	286,097	-	-	-
Operating Supplies and Expenses	4,648,225	2,393,056	2,656,502	2,656,502	2,656,502
Aid To Local Units Of Government	242,994,334	211,460,113	187,690,697	120,870,695	51,375,465
Assistance, Grants and Benefits	7,189,579	17,795,752	15,148,276	5,148,276	5,248,276
Subtotal: Operating Expenditures	\$255,197,222	\$231,935,018	\$205,495,475	\$128,675,473	\$59,280,243
Capital Purchases and Equipment	10,015,006	4,730,525	20,330,562	28,337,604	14,122,073
Debt Service	-	-	-	-	-
Operating Transfers	26,618,943	13,898,487	27,673,487	5,591,052	6,073,487
Total Expenditures	\$291,831,171	\$250,564,030	\$253,499,524	\$162,604,129	\$79,475,803
Expenditures By Funds					
General Revenue	285,395,854	239,619,945	231,899,465	132,997,028	64,084,233
Federal Funds	3,649	-	-	-	-
Restricted Receipts	3,780,631	871,393	1,378,997	1,378,997	1,378,997
Other Funds	2,651,037	10,072,692	20,221,062	28,228,104	14,012,573
Total Expenditures	\$291,831,171	\$250,564,030	\$253,499,524	\$162,604,129	\$79,475,803
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Debt Service Payments

Program Operations

The Debt Service Payments Program reflects funding for expenditures for both long- and short-term tax supported debt obligations of the state. This includes debt service on general obligation bonds as well as lease payments securing certificates of participation issued by the state. Moreover, this program encompasses leases or trust agreements securing revenue bonds issued by the Rhode Island Convention Center Authority, Rhode Island Refunding Bond Authority, Rhode Island Economic Development Corporation, or other obligations that are part of the state's net tax supported debt.

Program Objectives

To maintain a statewide accounting of all general obligation debt service and other long term obligations.

Statutory History

R.I.G.L. 35-3-25 requires that debt service be enumerated within a program within the Department of Administration.

The Budget

Department of Administration Debt Service Payments

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
General Obligation Bonds	81,494,949	85,074,038	96,607,293	93,940,238	99,958,510
Certificates of Participation	21,683,643	24,085,031	31,277,210	28,569,468	29,405,542
COPS - DLT Center General	1,669,378	1,570,938	2,014,125	2,014,125	2,015,750
COPS - Pastore Center Telecomm.	(1)	-	-	-	-
RIRBA Debt Service	19,811,098	18,931,365	6,349,778	6,349,778	-
Tax Anticipation/S T Borrowing	4,783,265	8,425,052	7,011,790	4,637,474	4,637,474
Other Debt Service	40,556,895	41,554,928	64,013,215	62,202,864	59,811,805
Total Expenditures	\$169,999,227	\$179,641,352	\$207,273,411	\$197,713,947	\$195,829,081
Expenditures By Object					
Personnel	-	-	-	-	-
Operating Supplies and Expenses	186,474	203,909	244,845	244,845	244,845
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	3,560,000	-	-	-
Subtotal: Operating Expenditures	186,474	\$3,763,909	\$244,845	\$244,845	\$244,845
Capital Purchases and Equipment	-	-	-	-	-
Debt Service	169,812,753	171,827,578	207,028,566	195,504,307	195,584,236
Operating Transfers	-	4,049,865	-	1,964,795	-
Total Expenditures	\$169,999,227	\$179,641,352	\$207,273,411	\$197,713,947	\$195,829,081
Expenditures By Funds					
General Revenue	131,002,792	137,766,437	157,553,100	149,265,346	142,841,058
Federal Funds	931,418	698,744	809,471	809,471	744,172
Restricted Receipts	3,584,918	3,651,645	6,309,696	6,055,144	5,961,330
Other Funds	34,480,099	37,524,526	42,601,144	41,583,986	46,282,521
Total Expenditures	\$169,999,227	\$179,641,352	\$207,273,411	\$197,713,947	\$195,829,081
Program Measures	NA	NA	NA	NA	NA

The Program

Department of Administration Salary / Benefit Adjustments

Program Objectives

The FY 2010 Enacted Budget included unachieved savings in the Department of Administration for proposed pension changes to the state employee retirement system. Pension reform was passed by the Assembly and included in the enacted budget. However, based on actuarial studies of the enacted pension reform, the savings included in the budget submission are not projected to be fully realized. Therefore, the enacted budget includes an appropriation of \$9.4 million from all funds for pension costs to be incurred by the agencies including general revenue funding of \$5.5 million, federal funds of \$2.9 million, restricted receipts of \$337,994 and other funds of \$769,799.

The FY 2010 Revised Budget and FY 2011 Budget includes new pension reform. The proposed reform eliminates the automatic cost of living adjustments for state employees, teachers, judges and state police for employees who were not eligible to retire on the date of passage. Employees who are part of the state retirement system (state employees, teachers, judges and members of the state police) and who are eligible to retire on or before September 30, 2009, and those who become eligible and retire through the date of passage of this legislation shall continue to receive a cost of living adjustment as previously provided. However, as proposed, the General Assembly will have the ability to review annually and give an ad hoc cost of living adjustment to retirees who are not otherwise eligible for a cost of living adjustment up to a maximum amount of three percent (3%) or the Consumer Price Index for all Urban Consumers (CPI-U) as published by the United States Department of Labor Statistics, determined as of September 30 of the prior calendar year, whichever is less.

The estimated savings for State Employees, State Police, and Judges are included in the Governor's budget recommendations for the Department of Administration. The savings for Teachers are included in the budget recommendation for the Rhode Island Department of Education.

The Budget

Department of Administration Salary / Benefit Adjustments

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Pension Reform	-	-	9,444,708	(18,132,622)	(20,507,622)
Total Expenditures	-	-	9,444,708	(18,132,622)	(20,507,622)
Expenditures By Object					
Personnel	-	-	9,444,708	(18,132,622)	(20,507,622)
Operating Supplies and Expenses	-	-	-	-	-
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	-	-	-	-
Subtotal: Operating Expenditures	-	-	9,444,708	(18,132,622)	(20,507,622)
Capital Purchases and Equipment	-	-	-	-	-
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	-	-	9,444,708	(18,132,622)	(20,507,622)
Expenditures By Funds					
General Revenue	-	-	5,474,761	(10,847,833)	(12,799,401)
Federal Funds	-	-	2,862,204	(4,399,567)	(4,505,430)
Restricted Receipts	-	-	337,944	(821,783)	(1,063,356)
Other Funds	-	-	769,799	(2,063,439)	(2,139,435)
Total Expenditures	-	-	9,444,708	(18,132,622)	(20,507,622)

The Program

Department of Administration Operational Savings

Program Objectives

In the FY 2010 Enacted Budget, the General Assembly appropriated statewide undistributed savings totaling \$67.9 million. The total statewide savings were included (reduced) in the appropriation for the Department of Administration with the intent that they would be allocated out to all agencies. The amount of savings was based on formulas applied to three categories: personnel, contract services, and operations.

For personnel, \$53.8 million was reduced in the FY 2010 enacted budget based on 5.0% savings on all personnel expenses, 2.5% additional personnel expenses reduction for the final six months of FY 2010, assessed fringe benefit savings, and health insurance savings.

For contract services, \$5.1 million was reduced in the FY 2010 enacted budget based on statewide savings of 10% on all contracted services.

For operations, \$8.9 million was included in the FY 2010 enacted budget based on statewide savings of 5.0% on all operating expenses, plus an additional 2.5% reduction for the final six months of FY 2010.

In the FY 2010 Revised Budget, the total savings of \$67.9 million was restored to the Department of Administration, less its share, reflecting the allocation of the savings out to all state agencies. The Governor's recommended savings are reflected in each state agency's FY 2010 Revised Budget.

The Budget

Department of Administration Operational Savings

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures By Object					
Personnel	-	-	(59,443,617)	-	-
Operating Supplies and Expenses	-	-	(8,437,728)	-	-
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	-	-	-	-	-
Subtotal: Operating Expenditures	-	-	(67,881,345)	-	-
Capital Purchases and Equipment	-	-	-	-	-
Debt Service	-	-	-	-	-
Operating Transfers	-	-	-	-	-
Total Expenditures	-	-	(67,881,345)	-	-
Expenditures By Funds					
General Revenue	-	-	(67,881,345)	-	-
Federal Funds	-	-	-	-	-
Restricted Receipts	-	-	-	-	-
Other Funds	-	-	-	-	-
Total Expenditures	-	-	(67,881,345)	-	-

The Program

Department of Administration Internal Service Programs

Program Operations

Various services needed by state operated programs and activities are provided on a centralized basis. The costs of these operations are borne by the user agencies through a charge system that allocates the cost of delivery of the goods or services. The operational expenses of these programs are shown for display purposes only, since the costs to state agencies are reflected in the budget of the user agency both on an actual and budget basis.

Internal service programs that are operated by the Department of Administration include telecommunications services, mail services, utility services, automotive services (repair and replacement), and the assessed fringe benefit fund.

The telecommunications office manages all voice grade telephone line installations, service changes and billing statewide, and provides direct services both internally to government and to the public. Central mail services provides for inter-agency mail delivery and processing of United States mail for most state agencies.

Central utilities provides for the administration and fiscal management of electricity and gas services. State fleet provides for the administration and fiscal management of the state-owned vehicles, and operates several fuel depots throughout the state. Facilities management is responsible operations, maintenance and repair functions of various state buildings.

The Assessed Fringe Benefit Fund provides funding for state employee workers' compensation, severance pay, unemployment pay and employee assistance programs. Funds are raised through an assessment on payroll expenses of all state departments and agencies.

Program Objectives

To provide the most cost-effective delivery of goods and services to other state programs.

Statutory History

The Director of Administration is authorized by R.I.G.L. 35-5 to establish a system of rotary or rotating funds in any state department or agency.

The Budget

Department of Administration Internal Service Programs

	FY 2008 Actual	FY 2009 Actual	FY 2010 Enacted	FY 2010 Revised	FY 2011 Recommended
Expenditures by Subprogram					
Workers' Compensation Fund	38,139,495	37,608,295	31,824,722	33,496,180	34,617,701
Central Utilities Fund	15,314,153	18,215,508	24,525,696	21,719,517	25,814,372
Energy Revolving Loan Fund	1,338,861	-	-	-	-
Central Mail Rotary	4,796,214	4,934,021	5,582,779	5,198,343	5,453,349
Telecommunications Fund	2,565,987	2,730,295	3,508,119	3,428,680	3,470,957
Automotive Fleet Rotary	11,762,538	11,298,388	16,908,646	15,644,210	16,330,806
Surplus Property	2,763	2,035	-	-	-
Health Insurance Fund	248,355,086	236,409,040	306,132,044	306,132,044	306,132,044
Total Expenditures	\$322,275,097	\$311,197,582	\$388,482,006	\$385,618,974	\$391,819,229
Expenditures By Object					
Personnel	285,577,292	272,712,370	338,516,056	340,449,119	341,765,751
Operating Supplies and Expenses	33,416,741	35,906,879	46,925,368	42,290,273	47,148,218
Aid To Local Units Of Government	-	-	-	-	-
Assistance, Grants and Benefits	96,929	59,720	425,760	75,760	75,760
Subtotal: Operating Expenditures	\$319,090,962	\$308,678,969	\$385,867,184	\$382,815,152	\$388,989,729
Capital Purchases and Equipment	99,045	52,641	2,607,500	2,559,500	2,559,500
Debt Service	69,141	12,264	7,322	7,322	-
Operating Transfers	3,015,949	2,453,708	-	237,000	270,000
Total Expenditures	\$322,275,097	\$311,197,582	\$388,482,006	\$385,618,974	\$391,819,229
Expenditures By Funds					
Internal Service Funds	322,275,097	311,197,582	388,482,006	385,618,974	391,819,229
Total Expenditures	\$322,275,097	\$311,197,582	\$388,482,006	\$385,618,974	\$391,819,229