

D40W01
Department of Planning

Operating Budget Data

(\$ in Thousands)

	<u>FY 07</u> <u>Actual</u>	<u>FY 08</u> <u>Working</u>	<u>FY 09</u> <u>Allowance</u>	<u>FY 08-09</u> <u>Change</u>	<u>% Change</u> <u>Prior Year</u>
General Fund	\$14,590	\$14,652	\$16,334	\$1,682	11.5%
Special Fund	4,066	4,133	4,042	-91	-2.2%
Federal Fund	995	937	1,074	137	14.6%
Reimbursable Fund	<u>1,515</u>	<u>1,172</u>	<u>1,142</u>	<u>-30</u>	<u>-2.6%</u>
Total Funds	\$21,165	\$20,894	\$22,592	\$1,698	8.1%

- The Maryland Department of Planning's (MDP) fiscal 2009 allowance of \$22.6 million represents an 8.1%, or \$1.7 million, increase from the fiscal 2008 working appropriation. General funds increase 11.5%, special funds decrease 2.2%, federal funds increase 14.6%, and reimbursable funds decrease 2.6%. However, the underlying fiscal 2009 budget change for MDP, absent regular health insurance and the future retiree health insurance funding liability which distort year-to-year comparisons, is \$811,723, or 4.2%.
- The increase of 11.5%, or \$1.7 million, in general funds includes \$615,517 for personnel expenses excluding the future retiree health insurance liability, \$522,901 for the future retiree health insurance liability, \$298,211 for contractual full-time equivalent (FTE) support, \$100,000 for non-capital historic preservation grants, \$78,000 for an annual geographic mapping software update that did not occur in fiscal 2008, \$59,574 for office equipment replacement, \$28,941 for replacement of a dump trunk at Jefferson Patterson Park and Museum, and \$23,381 for mapping software to analyze the impact of the Base Realignment and Closure on Maryland. These increases were partially offset by a decrease of \$159,691 for the Museum Assistance Grants program.
- Special funds decrease in the allowance by \$90,694, primarily due to \$82,223 in reductions in contractual FTE support. These reductions were partially offset by a \$62,093 increase in personnel expenses.
- Federal funds increase \$137,065 in the allowance including \$67,900 for contractual employee support, \$53,000 for Appalachian Regional Commission pass-through grant money, and \$38,768 for the future retiree health insurance liability.

Note: Numbers may not sum to total due to rounding.

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Personnel Data

	<u>FY 07</u> <u>Actual</u>	<u>FY 08</u> <u>Working</u>	<u>FY 09</u> <u>Allowance</u>	<u>FY 08-09</u> <u>Change</u>
Regular Positions	187.00	186.00	184.00	-2.00
Contractual FTEs	<u>14.35</u>	<u>15.00</u>	<u>18.00</u>	<u>3.00</u>
Total Personnel	201.35	201.00	202.00	1.00

Vacancy Data: Regular Positions

Turnover, Excluding New Positions	9.20	5.00%
Positions Vacant as of 1/1/08	23.00	12.37%

- MDP’s regular positions are reduced by 2 in the fiscal 2009 allowance. Two positions were abolished in the Local Planning Assistance program. Overall, the number of authorized positions in Local Planning Assistance decreased from 44 in fiscal 2007 to 39 in the fiscal 2009 allowance. MDP states that the loss of the Local Planning Assistance positions will impact its ability to provide analysis for local governments seeking to comply with the water resources and municipal growth planning elements of Chapter 381 of 2006.
- Contractual full-time equivalents (FTEs) for MDP increase by three in the allowance. Three new contractual FTEs in Planning Data Services will be used to support preparation for the 2010 census.
- To meet turnover, MDP only needs 9.2 vacant positions in fiscal 2009. However, MDP currently has 23.0 vacant positions, 2.0 of which are abolished in the fiscal 2009 allowance. Of the remaining 21.0 vacant positions, 4.0 are new positions budgeted for fiscal 2008 in the new Office of Smart Growth, which MDP hoped to fill by October 2007. A total of 5 new positions were budgeted for fiscal 2008, and only 1 of these positions is currently filled.

Analysis in Brief

Major Trends

Smart Growth Reviewed: Planners across the State assembled at the “Smart Growth @ 10” conference to discuss the state of smart growth in Maryland after 10 years of implementation.

Issues

Is the Office of Smart Growth Necessary?: A new smart growth oriented unit, the Office of Smart Growth, was created within MDP in the fiscal 2008 appropriation. Five positions were in the fiscal 2008 appropriation with a general fund appropriation of \$339,072 for personnel expenses and

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minimal operating expenses. However, as of January 1, 2008, four of the five new positions in the Office of Smart Growth have not been filled. **The Department of Legislative Services (DLS) recommends that MDP be prepared to brief the committees on how the new Office of Smart Growth will improve upon the previous Office for Smart Growth, how its role will differ from that of the Smart Growth and Neighborhood Conservation Coordinating Subcommittee, how it intends to be involved in the East Baltimore Development Initiative, and what Managing for Results performance indices would depict its activities. DLS also recommends that MDP reallocate three of the four vacant Office of Smart Growth personnel positions to Planning Data Services in order to offset the proposed reduction of three contractual FTE positions from the fiscal 2009 allowance. This would allow the Office of Smart Growth to retain two positions, one filled and one vacant, in order to conduct smart growth operations.**

Recommended Actions

	<u>Funds</u>	<u>Positions</u>
1. Delete two positions and associated funding.	\$ 126,820	2.0
2. Reduce the general fund appropriation for three new contractual full-time equivalents in Planning Data Services.	216,214	
3. Reduce the general fund appropriation for the non-capital grants provided by the Maryland Historical Trust.	100,000	
Total Reductions	\$ 443,034	2.0

Updates

Land Preservation, Parks, and Recreation Plan Overdue: The Maryland Land Preservation and Recreation Plan provides guidance on Program Open Space acquisition and development projects. It is required to be updated by the Maryland Department of Planning in cooperation with the Department of Natural Resources every six years and was last updated in 2001.

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Operating Budget Analysis

Program Description

The Maryland Department of Planning (MDP) develops, coordinates, reviews, and monitors public and private sector plans for growth and development in the State. MDP consists of two administrative units and the programmatic units described below.

- **Communications and Intergovernmental Affairs** incorporates the State Clearinghouse for Intergovernmental Assistance as well as MDP's education and outreach efforts. The clearinghouse facilitates intergovernmental review and coordinates review of applications for financial assistance, nominations to the National Register of Historic Places, proposals for direct federal development programs, drafts of environmental impact statements, State plans requiring gubernatorial review, and other actions requiring intergovernmental coordination.
- **Planning Data Services** collects, analyzes, and publishes social, economic, and geographic information relating to the State and its political subdivisions; identifies and evaluates development issues; and prepares reports and studies on specific topics for the Governor and General Assembly. The program also disseminates U.S. Census and U.S. Department of Commerce information to State and local governments and the private sector. This program also develops and sells computerized property maps on CD-ROM to the public.
- **Planning Services** provides technical services to improve the planning and management capacity of local governments. The program's Centreville, Cumberland, Salisbury, and Annapolis offices help local governments with land use planning, zoning, and urban design issues.
- **Comprehensive Planning** prepares studies and plans to guide the State's development, and provides technical support for the Patuxent River Commission.
- **Office of Museum Services** provides financial and technical assistance to more than 220 historic and cultural museums, and operates the Banneker-Douglass Museum in Annapolis and the Jefferson Patterson Park and Museum in Calvert County.
- **Office of Research, Survey, and Registration** seeks to advance research, documentation, evaluation, and retrieval of information about Maryland's historical and cultural resources.
- **Office of Preservation Services** seeks to protect and enhance historical and cultural properties in Maryland through State and federal regulatory reviews, historic preservation easements, and historical rehabilitation tax credits.
- **Office of Smart Growth** works with local governments and community partners to foster economic growth and prosperity, and the development of more livable and sustainable communities in Maryland.

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MDP's primary goals are to:

- preserve valuable State natural resources including forests and farmland;
- support and enhance the vitality of communities and neighborhoods that have an existing or planned infrastructure;
- increase the return on infrastructure investments by encouraging new residential and employment growth in Priority Funding Areas; and
- provide web-enabled information and services to the public over the Internet.

The Department of Legislative Services (DLS) recommends that MDP update its goals to reflect the merger with the Division of Historical and Cultural Programs.

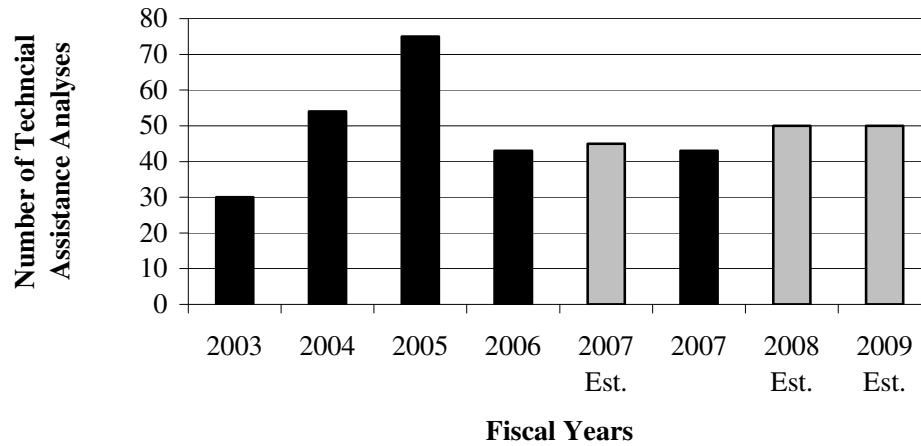
Performance Analysis: Managing for Results

Exhibit 1 shows the following MDP performance trends:

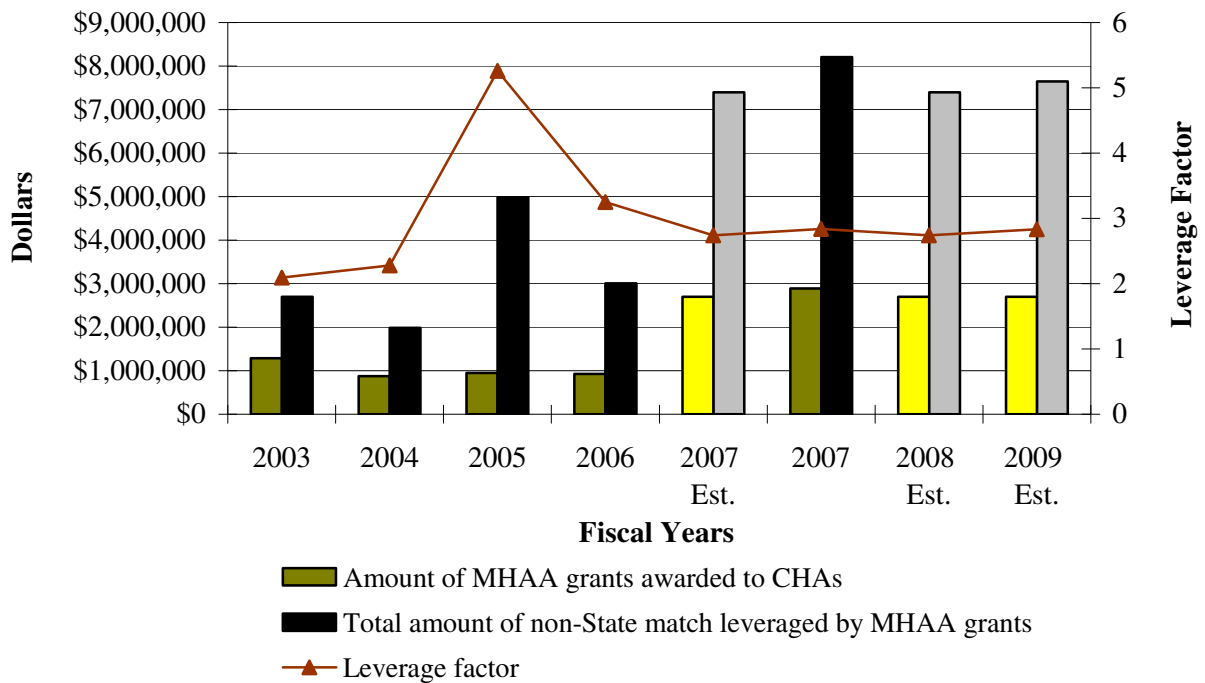
- a relative leveling off in the number of technical assistance analyses conducted since fiscal 2005; however, MDP states that approximately 20 of the 43 technical assistance requests completed in fiscal 2007 were related to Chapter 381 of 2006 (Land Use – Local Government Planning). There is expected to be an increase in technical assistance requests over the next two years as local governments seek compliance with the requirement to include water resources and municipal growth planning elements in their comprehensive plans;
- a significant increase in the amount of Maryland Heritage Areas Authority grants provided to Certified Heritage Areas due to the allocation of funding from the transfer tax allocation formula but a leveling off of the amount of non-State match leveraged by the grants; and
- a steady increase in Jefferson Patterson Park and Museum visitors before leveling off in fiscal 2008 and 2009, and an estimated 100% increase in Banneker-Douglass Museum attendance between fiscal 2007 and 2008.

MDP should discuss whether the fiscal 2008 and 2009 estimates are conservative estimates of the number of technical analyses conducted considering the emphasis on Chapter 381 of 2006; whether it is possible for the amount of funding leveraged by the Maryland Heritage Areas Authority in fiscal 2005 to be replicated in future years; and whether the 20,000 visitor goal for the Banneker-Douglass Museum will be attained in fiscal 2008.

**Exhibit 1
Number of Technical Assistance Analyses Conducted
Fiscal 2003-2009**

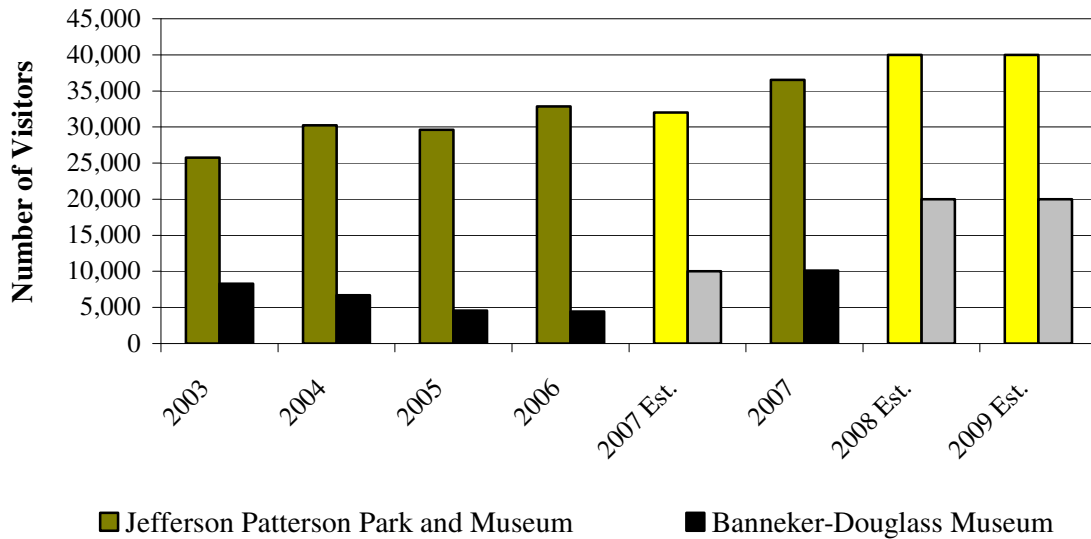


**Maryland Heritage Areas Authority (MHAA) Grants to
Certified Heritage Areas (CHA)
Fiscal 2003-2009**



Note: Funding increased from \$1 million in fiscal 2006 to \$3 million in fiscal 2007.

**Jefferson Patterson Park and Museum
Banneker-Douglass Museum
Fiscal 2003-2009**



Source: Governor's Budget Books, Fiscal 2006-2009

Fiscal 2008 Actions

Impact of Cost Containment

The Board of Public Works (BPW) cost containment actions taken on July 11, 2007, reduced the general fund appropriation by \$294,846. The cost containment actions included reductions to the museum grant program (\$100,000) and funding for three positions (\$194,846).

Governor's Proposed Budget

As illustrated in **Exhibit 2**, MDP's fiscal 2009 allowance of \$22.6 million represents an 8.1%, or \$1.7 million increase from the fiscal 2008 working appropriation. However, the underlying fiscal 2009 budget change for MDP, absent regular health insurance and the future retiree health insurance funding liability, is \$811,723, or 4.2%.

Impact of Cost Containment

Two positions were abolished in the Local Planning Assistance program. This means that the number of authorized positions in this program decreased from 44 in fiscal 2007 to 39 in the fiscal 2009 allowance. MDP states that this will impact its ability to provide analysis for local governments seeking to comply with the water resources and municipal growth planning elements required by Chapter 381 of 2006.

**Exhibit 2
Governor’s Proposed Budget
Department of Planning
(\$ in Thousands)**

How Much It Grows:	General Fund	Special Fund	Federal Fund	Reimb. Fund	Total
2008 Working Appropriation	\$14,652	\$4,133	\$937	\$1,172	\$20,894
2009 Governor’s Allowance	<u>16,334</u>	<u>4,042</u>	<u>1,074</u>	<u>1,142</u>	<u>22,592</u>
Amount Change	\$1,682	-\$91	\$137	-\$30	\$1,698
Percent Change	11.5%	-2.2%	14.6%	-2.6%	8.1%

Where It Goes:

Personnel Expenses

Health insurance – reducing long-term Other Post Employment Benefits liability.....	\$639
Health insurance – pay-as-you-go costs	270
Increments and other compensation.....	222
One-time hiring freeze savings	100
Turnover adjustments on existing positions	71
Other fringe benefit adjustments.....	33
Abolished positions (two).....	-131

Other Changes

Increase Return on Infrastructure Investment by Encouraging Smart Growth

Increase of three contractual FTEs in Planning Data Services	184
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Support and Enhance Communities Which Have Existing Infrastructure

Non-capital grant fund program increase	100
Grant money for the Appalachian Regional Commission Program in Maryland.....	53
Reduction in Museum Assistance Program Grants.....	-160

Provide Web-Enabled Information and Services to the Public

Hardware and software upgrades to enhance mapping capabilities.....	133
Deferred office equipment replacement.....	60
Increased publication of education and outreach material.....	31
Rent paid to the Department of General Services.....	24
Planning related journal subscription services that were cancelled in fiscal 2008	5

Preserve Our Valuable State Natural Resources Including Forest, and Farmland

Replace a 1986 dump truck at Jefferson Patterson Park and Museum	29
Fleet vehicle maintenance and repair support.....	21
Other adjustments	14

Total **\$1,698**

FTE: Full-time Equivalent

Note: Numbers may not sum to total due to rounding.

Personnel Expenses

The fiscal 2009 allowance provides \$1,203,578 more for personnel expenses than the fiscal 2008 working appropriation primarily due to \$638,826 for the future retiree health insurance liability, \$270,453 for regular health insurance, \$222,013 for increments and other compensation, and \$100,000 for one-time hiring freeze savings. Personnel expense decreases in the allowance include \$131,341 for two abolished positions.

Programmatic Expenses

Programmatic expenses increase \$494,508 between the fiscal 2008 working appropriation and the fiscal 2009 allowance. The largest change is \$183,873 for contractual full-time equivalents (FTEs), primarily for three new contractual FTEs in Planning Data Services. Another significant increase is \$133,000 for hardware and software upgrades to enhance mapping capabilities in general, in particular for a project with the Maryland Department of Transportation and for preparations related to the Base Realignment and Closure process. Other increases include \$100,000 for non-capital grants for historic preservation, \$59,574 for office equipment replacement, \$53,000 for additional Appalachian Regional Commission pass-through grant funds, \$30,967 for increased publication of education and outreach material, \$28,941 for the replacement of a 1986 dump truck at Jefferson Patterson Park and Museum, \$24,107 for rent paid to the Department of General Services, \$20,058 for fleet vehicle maintenance and repair support, and \$5,000 for planning related journal subscriptions. The largest decrease in the fiscal 2009 allowance is \$160,000 less for Museum Assistance Program Grants, which still allows for \$1.0 million in grants.

Issues

1. Is the Office of Smart Growth Necessary?

The Maryland General Assembly created the Office for Smart Growth in fiscal 2001 (State Government Article, section 9-1401), as a stand-alone agency. The Office for Smart Growth operated between fiscal 2002 and 2004 before being disbanded.

A new smart growth oriented unit, the Office of Smart Growth, was created within MDP in the fiscal 2008 budget. Five positions were in the fiscal 2008 appropriation with a general fund appropriation of \$339,072 for personnel expenses and minimal operating expenses. However, as of January 1, 2008, four of the five new positions in the Office of Smart Growth have not been filled.

Comparison of Smart Growth Offices

The only significant difference between the Office for Smart Growth and the new Office of Smart Growth within MDP appears to be the operating expenses as shown in **Exhibit 3**. The new Office of Smart Growth appears to be benefiting from MDP's administrative structure, which was a consideration when the legislature reviewed the fiscal 2008 appropriation for the creation of the Office of Smart Growth within MDP instead of as a stand-alone agency.

Exhibit 3
Comparison of Smart Growth Offices
Fiscal 2002-2004 and Fiscal 2008-2009

	Office for Smart Growth 2002-2004	MDP – Office of Smart Growth 2008-2009
	<u>Stand-alone Agency</u>	<u>Within MDP</u>
Missions	Coordinates the implementation of the State’s Smart Growth and Neighborhood Conservation Initiative. Works to instill a Smart Growth awareness and understanding in Maryland and deepen the commitment within the State to implement Smart Growth. Will work closely with the public, developers, and State and local governments as they pursue Smart Growth development projects.	Work with local governments and community partners to foster economic growth and prosperity, and the development of more livable and sustainable communities in Maryland – while preserving and enhancing the State’s natural and cultural resources.
Average Positions	4.67	5
Average Contractual FTEs	0.5	0
Average Personnel Expenses	\$334,590	\$344,739
Average Operating Expenses	\$142,845	\$23,750
MFR: Total number of projects that received ongoing assistance (average of 2002 actual, 2003 estimated, and 2004 estimated)	50	n/a
MFR: Number of analyses where technical assistance was completed related to Smart Growth issues (average of 2008 estimated and 2009 estimated).	n/a	50
FTE: Full-time Equivalent MFR: Managing for Results		

Source: Department of Legislative Services

Managing for Results

No Managing for Results (MFR) measures have been included in the Governor's fiscal 2009 allowance for the Office of Smart Growth; although a rough measure of expected results can be seen in the number of analyses where technical assistance was completed related to Smart Growth issues. Instead of an explicit measure, the Governor's Budget Books state that the new Office of Smart Growth supports attainment of the goals and objectives for all programs within MDP. While it is perhaps too early to be measuring performance since it has not been staffed yet, the question remains as to why the new Office of Smart Growth is needed instead of just augmentation of existing MDP units.

The question of the need for the new Office of Smart Growth must be weighed in terms of MDP's overall staffing needs, which include the loss of 2 positions in the fiscal 2009 allowance in the Local Planning Assistance program, which reduced the authorized positions from 44 in fiscal 2007 to 39 in the fiscal 2009 allowance; and the need for 3 contractual FTEs in Planning Data Services. MDP states that the loss of the Local Planning Assistance positions will impact its ability to provide analysis for local governments seeking to comply with the water resources and municipal growth planning elements requirement of Chapter 381 of 2006, and it is likely that Planning Data Services also is in need of positions to meet the needs of Chapter 381, the 2010 census, and redistricting given budgeting of 3 contractual FTEs in the allowance.

State Smart Growth Apparatus

In addition to the Office of Smart Growth within MDP, there is also a permanent Smart Growth Sub-Cabinet with a staff level Smart Growth and Neighborhood Conservation Coordinating Subcommittee and a task force for the Future of Growth and Development in Maryland. According to the Maryland Manual, the Smart Growth Sub-Cabinet is responsible for recommending to the Governor changes in State law, regulations, and procedures needed to support Smart Growth policy; it also oversees the Priority Places Strategy (a targeted development project program initiated by the former administration). The task force's responsibilities include studying land use policies and their impact on growth in the State. MDP states that it will work with the task force on a State development plan, which has never been formally assembled as prescribed in law.

Office of Smart Growth Direction

According to MDP, the new Office of Smart Growth will staff and implement the policies of the Smart Growth Sub-Cabinet. However, the Smart Growth Sub-Cabinet already has the staff level Smart Growth and Neighborhood Conservation Coordinating Subcommittee providing support. Perhaps one particular way in which the new Office of Smart Growth may show how it adds value to MDP and the State Smart Growth policy in general is the role it will take in the newest Priority Places Strategy site, the East Baltimore Development Initiative.

DLS recommends that MDP be prepared to brief the committees on how the new Office of Smart Growth will improve upon the previous Office for Smart Growth, how its role will

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differ from that of the Smart Growth and Neighborhood Conservation Coordinating Subcommittee, how it intends to be involved in the East Baltimore Development Initiative, and what MFR performance indices would depict its activities. DLS also recommends that MDP reallocate three of the four vacant Office of Smart Growth personnel positions to Planning Data Services in order to offset the proposed reduction of three contractual FTE positions from the fiscal 2009 allowance. This would allow the Office of Smart Growth to retain two positions, one filled and one vacant, in order to conduct smart growth operations.

Recommended Actions

	<u>Amount Reduction</u>		<u>Position Reduction</u>
1. Delete two positions and associated funding. The positions with PIN 076630 (administrator VI) in the State Clearinghouse and PIN 052865 (program manager III) in the Office of Museum Services have been vacant for longer than a year.	\$ 126,820	GF	2.0
2. Reduce the general fund appropriation for three new contractual full-time equivalents (FTEs) in Planning Data Services. The Maryland Department of Planning (MDP) has a demonstrated need for positions in Planning Data Services in order to prepare for the 2010 census and redistricting and to help local jurisdictions meet the requirements of Chapter 381 of 2006. MDP should transfer three unfilled positions from the Office of Smart Growth to Planning Data Services to fulfill these needs instead of hiring contractual FTEs.	216,214	GF	
3. Reduce the general fund appropriation for the non-capital grants for historic preservation provided by the Maryland Historical Trust. This reduction level funds the grant program and is a prudent cost saving measure.	100,000	GF	
Total General Fund Reductions	\$ 443,034		2.0

Updates

1. Land Preservation, Parks, and Recreation Plan Overdue

The Maryland Land Preservation and Recreation Plan provides guidance on Program Open Space acquisition and development projects. It is required to be updated by the Maryland Department of Planning in cooperation with the Department of Natural Resources (DNR) every six years and was last updated in 2001. MDP states that the County Land Preservation, Parks, and Recreation Plans, which contribute to the Maryland Plan, were completed at the beginning of 2007, and that a draft Maryland Plan for review by DNR and the Maryland Department of Agriculture will be completed by the end of January 2008. MDP anticipates a target publication date of May 15, 2008.

Current and Prior Year Budgets

Current and Prior Year Budgets Maryland Department of Planning (\$ in Thousands)

	<u>General Fund</u>	<u>Special Fund</u>	<u>Federal Fund</u>	<u>Reimb. Fund</u>	<u>Total</u>
Fiscal 2007					
Legislative Appropriation	\$14,654	\$4,286	\$819	\$1,261	\$21,020
Deficiency Appropriation	0	0	193	0	193
Budget Amendments	-63	18	65	279	299
Reversions and Cancellations	-1	-238	-82	-26	-347
Actual Expenditures	\$14,590	\$4,066	\$995	\$1,514	\$21,165
Fiscal 2008					
Legislative Appropriation	\$14,756	\$4,119	\$937	\$1,172	\$20,984
Cost Containment	-295	0	0	0	-295
Budget Amendments	190	14	0	0	204
Working Appropriation	\$14,651	\$4,133	\$937	\$1,172	\$20,893

Note: Numbers may not sum to total due to rounding.

Fiscal 2007

MDP's general fund appropriation decreased by a net of \$64,424 in fiscal 2007. BPW cost containment reductions (\$214,593), a transfer of funds to the Department of Budget and Management for a comprehensive salary study (\$2,308), and \$962 in reversions account for the decrease. The decrease was partially offset by allocation of the cost-of-living adjustment (COLA) general fund appropriation (\$153,439) as authorized in the fiscal 2007 budget bill (Budget Amendment 001-07).

Special funds dedicated to operating functions decreased by a net of \$219,428. The decrease was due to \$237,734 in cancellations. The majority of the cancellations were in the following programs: Preservation Services (\$123,739) for reduced revenues from the tax credit program for operations, Museum Services (\$64,207) for funds meant to cover a vacant position that was never realized, and Research Survey and Registration (\$26,155) for contractual services that did not occur. The special fund decreases were partially offset by \$18,306 for allocation of the COLA special fund appropriation as authorized in the fiscal 2007 budget bill (Budget Amendment 011-07).

The federal fund appropriation increased by a net of \$175,549. The majority of the federal fund increase was due to a \$192,500 deficiency appropriation for research and technical assistance activities to implement the Appalachian Regional Commission Program. In addition, \$64,831 in federal funds was brought in via budget amendment for documenting the archaeological collections of the State of Maryland. The federal fund increases were offset by \$81,782 in cancellations. The majority of the cancellations were in the following programs: Management Planning and Education Outreach (\$45,003), Museum Services (\$14,181), and Research Survey and Registration (\$14,078).

The reimbursable fund appropriation increased by a net of \$278,932. The following funds were brought in via budget amendment:

- \$109,832 transferred from the Department of Natural Resources for services provided for Coastal Zone grants;
- \$100,000 transferred from the Department of Business and Economic Development for services provided related to the National Emergency Grant Base Realignment and Closure Planning Grant;
- \$44,100 transferred from the Governor's Office for Children for maintaining a network system; and
- \$25,000 transferred from the State Highway Administration for services provided for the National Historic Road project.

The reimbursable fund increase partially was offset by \$25,489 in cancellations, which primarily occurred in the programs Administration (\$13,855) and Research Survey and Administration (\$9,477).

Fiscal 2008

MDP's general fund appropriation decreases by a net of \$104,461. The decrease was due to \$294,846 in cost containment actions taken by BPW on July 11, 2007. The cost containment actions included a \$100,000 reduction in grants for the Museum Grant Program, an \$85,000 reduction due to the reassignment of a position, a \$65,000 reduction for the elimination of a graphic arts position, and a \$44,846 reduction for the elimination of a vacant administrative position. These reductions were partially offset by the allocation of the COLA general fund appropriation (\$190,385) as authorized in the fiscal 2008 budget bill (Budget Amendment 001-08).

The special fund appropriation increases by \$13,920. This change reflects allocation of the COLA special fund appropriation as authorized in the fiscal 2008 budget bill (Budget Amendment 002-08).

**Object/Fund Difference Report
Department of Planning**

<u>Object/Fund</u>	<u>FY07 Actual</u>	<u>FY08 Working Appropriation</u>	<u>FY09 Allowance</u>	<u>FY08-FY09 Amount Change</u>	<u>Percent Change</u>
Positions					
01 Regular	187.00	186.00	184.00	-2.00	-1.1%
02 Contractual	14.35	15.00	18.00	3.00	20.0%
Total Positions	201.35	201.00	202.00	1.00	0.5%
Objects					
01 Salaries and Wages	\$ 12,577,731	\$ 13,494,680	\$ 14,698,258	\$ 1,203,578	8.9%
02 Technical and Spec. Fees	510,367	536,217	720,090	183,873	34.3%
03 Communication	226,660	218,222	256,405	38,183	17.5%
04 Travel	206,655	96,033	136,895	40,862	42.5%
06 Fuel and Utilities	383,832	429,631	429,631	0	0%
07 Motor Vehicles	96,310	61,647	108,328	46,681	75.7%
08 Contractual Services	725,459	750,932	905,691	154,759	20.6%
09 Supplies and Materials	243,747	172,280	188,967	16,687	9.7%
10 Equip. – Replacement	10,041	3,892	81,466	77,574	1993.2%
11 Equip. – Additional	139,840	5,740	14,048	8,308	144.7%
12 Grants, Subsidies, and Contributions	5,931,534	5,036,458	4,938,750	-97,708	-1.9%
13 Fixed Charges	105,084	88,300	113,589	25,289	28.6%
14 Land and Structures	8,239	0	0	0	0.0%
Total Objects	\$ 21,165,499	\$ 20,894,032	\$ 22,592,118	\$ 1,698,086	8.1%
Funds					
01 General Fund	\$ 14,589,676	\$ 14,651,838	\$ 16,333,520	\$ 1,681,682	11.5%
03 Special Fund	4,066,084	4,133,193	4,042,499	-90,694	-2.2%
05 Federal Fund	995,028	937,299	1,074,364	137,065	14.6%
09 Reimbursable Fund	1,514,711	1,171,702	1,141,735	-29,967	-2.6%
Total Funds	\$ 21,165,499	\$ 20,894,032	\$ 22,592,118	\$ 1,698,086	8.1%

Note: The fiscal 2008 appropriation does not include deficiencies.

**Fiscal Summary
Department of Planning**

<u>Program/Unit</u>	<u>FY07 Actual</u>	<u>FY08 Wrk Approp</u>	<u>FY09 Allowance</u>	<u>Change</u>	<u>FY08-FY09 % Change</u>
01 General Administration	\$ 2,927,093	\$ 3,166,024	\$ 3,670,119	\$ 504,095	15.9%
02 State Clearinghouse	973,497	929,144	1,044,384	115,240	12.4%
03 Planning Data Services	1,737,642	1,818,280	2,164,591	346,311	19.0%
04 Local Planning Assistance	3,814,385	3,470,574	3,727,729	257,155	7.4%
07 Management Planning and Educational Outreach	4,856,418	4,596,370	4,778,877	182,507	4.0%
08 Office of Museum Services	5,282,061	4,500,393	4,509,675	9,282	0.2%
09 Office of Research Survey and Registration	864,920	1,084,290	1,202,821	118,531	10.9%
10 Office of Preservation Services	709,483	988,123	1,097,778	109,655	11.1%
13	0	340,834	396,144	55,310	16.2%
Total Expenditures	\$ 21,165,499	\$ 20,894,032	\$ 22,592,118	\$ 1,698,086	8.1%
General Fund	\$ 14,589,676	\$ 14,651,838	\$ 16,333,520	\$ 1,681,682	11.5%
Special Fund	4,066,084	4,133,193	4,042,499	-90,694	-2.2%
Federal Fund	995,028	937,299	1,074,364	137,065	14.6%
Total Appropriations	\$ 19,650,788	\$ 19,722,330	\$ 21,450,383	\$ 1,728,053	8.8%
Reimbursable Fund	\$ 1,514,711	\$ 1,171,702	\$ 1,141,735	-\$ 29,967	-2.6%
Total Funds	\$ 21,165,499	\$ 20,894,032	\$ 22,592,118	\$ 1,698,086	8.1%

Note: The fiscal 2008 appropriation does not include deficiencies.